

CHISELDON PARISH COUNCIL



MINUTES of the PARISH COUNCIL MEETING

held on Tuesday 4th May **2021** at 6.45pm. Remote meeting via MS Teams.

Present: Cllrs Matt Harris (Chairman), Ian Kearsey, Keith Bates, Jenny Jefferies (Also Ward Cllr), Chris Rawlings, Jon Jackson, Justine Randall, Paul Sunners, Pauline Barnes, Andy Rogers, Steve Duke, Danielle Simpson, Raj (Sunny) Patel (late arrival), Sanjay Dogra. Clair Wilkinson as Clerk.

21/22 Apologies given: Cllr Jackson has a work commitment. **Absence without apologies:** Cllr A McDondald.

Cllr Duke proposed that the given apologies be accepted. Cllr Kearsey seconded and all Cllrs were in favour.

21/23 Public recess. No public

21/24 Declarations of interests & vote on any dispensations applied for. none

21/25 Approval of minutes from 12th April 2021 No changes

A proposal was made by Cllr Jefferies that these minutes were accurate. Seconded by Cllr Randall, all Cllrs were in favour.

21/26 Action points:

All Actions to be completed by the next Full Committee meeting unless otherwise agreed.

Clerk	20/188	Arrange creation and printing of Parish newsletter. Almost complete – out for final proof read.
	21/11	Draw up a plan for the 2022 Parish Festival and bring back to Full Council – May or June. Will add to June agenda as not yet completed.
	21/12	Schedule in presentation from BMX group for May or June meeting. No reply to May invite, will invite to June meeting
	21/15	Arrange for drain clearance and possible camera mapping at Chapel on Butts Road. Ongoing
	21/16	Arrange for green waste clearance at Graveyard on Butts Road. Ongoing - chasing SBC for figures.
Cllr Jefferies	20/09	Investigate end of Badbury footpath being blocked. Still waiting for SBC officer update. Still waiting for update
	21/09	Follow up with SBC on removal of abandoned vehicle on Strouds Hill. SBC can now start the removal process from 1 st May with removal notice on vehicle.

21/27 Community Safety report, including crime stats. Cllr Sunners. No update on stats but noted that the police visited Windmill Piece/The Crescent last week over a matter and empty nitrous oxide cannisters were found at the Rec ground.

21/28 Ward Cllrs updates. Ward Cllr Jefferies. No updates

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21/29. Vote on composition of committees for the following 12 months

The following changes were made:

Planning, Highways and Transport – Cllr Rogers and Cllr Bates step down. Cllr Jefferies may join later in the year.
Environment, General Purpose and Amenities – Cllr Rogers joins this committee
Finance, Contracts and HR – Cllrs Patel and Dogra to possibly join – to be confirmed. Cllr Jackson to be approved in May Finance meeting.
Recreation Ground improvement – no changes

A proposal was made by Cllr Rawlings that these changes be approved. Seconded by Cllr Jefferies, all Cllrs were in favour.

21/30. Advisory note that Covid19 food box provision would end in May 2021. No comments received.

21/31. FINANCE. No items

21/32. PLANNING. No items

21/33. Committee Reports

Finance – April 2021 financial report. Due to the early date of the May meeting there was no enough time for Cllrs to examine the April figures. The approval of the figures will be moved to the June meeting.

Review of the Balance Sheet report

The balance sheet was reviewed to ensure that **"PAYE and NI Payable"** and **"Wages Payable – Payroll"** are showing as zero (with acceptable rounding) to indicate that salary figures were posted correctly.

A proposal was made by Cllr Simpson that the report showed acceptable figures for these cost centres. Seconded by Cllr Randall, all Cllrs were in favour.

EGPA - Cllrs Rawlings noted no items to report

Planning – Cllr Kearsy reports that the meeting with SBC for the layby's at Windmill Piece and DF went well. Also meetings with NHP consultants have begun.

Risk Assessments:

Completed in April 2021 with no issues to report:

Clerks Job Description

Handyperson J/D – deferred to when new Handyperson appointed

Trees & hedges around the Parish – Cllr Rawlings and Cllr Kearsy completed these with no issues to report.

Some undergrowth needs cutting back which will added to new handyperson workload.

To be completed in May 2021:

Information not available at this time. Clerk will seek help from Cllrs if assistance is required.

Clerks Correspondence. No comments

21/34 Items for next agenda. No items

Meeting closed 19.13

Date of next meeting: Monday 14th June at the Chiseldon House Hotel, New Road, Chiseldon at 7.30pm

All Actions to be completed by the next Full Committee meeting unless otherwise agreed.

Clerk		Arrange creation and printing of Parish newsletter.
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Cllr Jefferies	20/188	<i>Draw up a plan for the 2022 Parish Festival and bring back to Full Council – June</i>
	21/11	<i>Schedule in presentation from BMX group for June meeting</i>
	21/12	<i>Arrange for drain clearance and possible camera mapping at Chapel on Butts Road</i>
	21/15	<i>Arrange for green waste clearance at Graveyard on Butts Road</i>
	21/33	<i>Add April approval of financial records to June agenda.</i>
	20/16	<i>Investigate end of Badbury footpath being blocked. Still waiting for SBC officer update.</i>
	20/09	<i>Follow up with SBC on removal of abandoned vehicle on Strouds Hill</i>

Glossary of abbreviations:

SBC - Swindon Borough Council
 NHW - Neighbourhood Watch
 CPC – Chiseldon Parish Council
 DF – Draycot Foliat
 CVPA – Castle View Play Area
 SID – Speed Indicator Device
 RWV – Ridgeway View
 STEAM – Museum in Swindon.
 RA – Risk Assessment
 CPRBB – Chiseldon Parish Residents for Better Broadband
 NHP – Neighbourhood Plan

EGPA – Environment, General Purpose & Amenities Committee
 WALC – Wiltshire Area Local Councils
 WARP – Washpool Area Restoration Project
 CIL – Community Infrastructure Levy
 WC – Ward Councillor
 Cllr – Councillor (Parish)
 TW – Thames Water
 STWFC – Swindon Town Women’s Football Club
 CSW – Community Speed Watch
 GWH – Great Western Hospital
 SYFC – Swindon Youth for Christ