**MINUTES of the PARISH COUNCIL MEETING**

**held on Monday 13th September at 7.30pm. Recreation Hall, off Norris Close. Chiseldon**

**Present:** Cllrs Matt Harris (Chairman), Ian Kearsey, Keith Bates, Jenny Jefferies (Also Ward Cllr), Chris Rawlings, Pauline Barnes, Sanjay Dogra. Clair Wilkinson as Clerk.

**21/71 Apologies given:**. Cllr Randall, Cllr Rogers, Cllr Duke all have work work commitments. Cllr Jackson is unwell. Cllr Patel had an urgent matter to attend to. Cllr Sunners is away. Cllr Simpson has medical issues preventing their attendance. **Absence without apologies**: None

Also in attendance - Ward Cllr Horley.

**A proposal was made that the given apologies be accepted. The proposal was seconded and all Cllrs were in favour.**

**21/71 Public recess.** 1 member of the public – no comments.

****21/72. Co-option of candidates.**  There were no candidates to be co-opted.**

****21/73 Declarations of interests & vote on any dispensations applied for.** none**

****21/74 Approval of minutes from 13th July 2021** No changes**

****A proposal was made that these minutes were accepted as accurate. The proposal was seconded and all Cllrs were in favour.****

**To note that there was no August 2021 Full Council meeting.**

****21/75. Approval of Swindon Town Women’s Football Club discussion minutes from 8th June 2021.****

****A proposal was made that these minutes were accepted as accurate. The proposal was seconded and all Cllrs were in favour.****

****21/76 Action points:****

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| *Clerk*      *With Cllr Sunners*  *Cllr Jefferies* | ***21/58***  ***21/59 & 21/60***  ***21/61***  ***21/62***  ***21/65***  ***21/67***  ***21/68***  ***20/16*** | ***Add review of SBC Local Plan to August planning agenda. ADDED TO SEPT AGENDA. DONE***  ***Reply to SBC with planning decisions. DONE***  ***Reply to SBC with Parish Charter suggested amendments. DONE***  ***Reply to the Governments Parliamentary Review. DONE***  ***Arrange for purchase of SID when required. ONGOING BUT IN HAND***  ***Advise CTS to proceed with PIR lights at Rec Hall football compound. DONE***  ***Arrange for the purchase and install of Home Close signs. DONE.***  ***Investigate end of Badbury footpath being blocked. Still waiting for SBC officer update. Will continue to chase.*** |

**21/77 Community Safety report, including crime stats.** Deferred to October 2021.

**21/78 - Ward Cllr Jefferies for Chiseldon and Lawn Ward.**

Some progress made with layby/blue badge issue at Draycot Foliat. Will report further when more is known.

Certain areas in Chiseldon where SBC are advising ownership and responsibility is not known – Back of Home Close, back of the Plough Pub, bank near Church Street.

Home Close – SBC confirmed they own part of the land but still confusion over fencing

Plough footpath – SBC say they are responsible for upkeep to do not own the land

Church St – Still waiting for update

Hodson bridge update – the concrete is being scanned to check the severity of the issues. Due to open end of Oct 2021.

Confirmed that Thames Water are being chased about Mays Lane & New Road water leaks. A Cllr requested a road sweeper for these areas.

**21/79. Neighbourhood Plan (NHP) consultant presentations by 3 organisations.**

**Place Studio**

**DLP**

**Andrea Pellegram**

**Each group had 15 minutes to present to Cllrs how they would assist with the creation of a NHP.**

To note that funding is available from the Localities fund that should cover the consultants cost of a NHP.

After a discussion the following proposal was made:

**Proposed that Chiseldon Parish Council would begin the process of having a NHP. The proposal was seconded and the majority of Cllrs were in favour.**

A second proposal was then made:

**Proposed that Andrea Pellegram be appointed as the consultant to work with Chiseldon on the NHP. The proposal was seconded and all Cllrs were in favour.**

****21/80. Review of updated Face to Face parish council Covid meeting policy.****

**Proposed that the updated policy be approved and adopted. The proposal was seconded and all Cllrs were in favour.**

**21/81. PLANNING. Approve feedback to SBC on the Local Plan review.**

After a discussion and with recommendations from the Planning Committee, the following was drafted:

* In regards to the “Evidence Base – Site Allocations Report”\* document, site S0078 Hodson Road Chiseldon, Policy LA 22,  is supported by the Parish Council to remain as a site for possible land allocation on the Local Plan.
* In general the Parish Council are in support of the draft Local Plan documentation.
* It is noted that many documents are out of date, and require updating from their 2019 date.
* The Parish Council would ask if SBC have reviewed their Open Spaces policy in relation to Covid19 and the additional usage of open space this has generated.
* The Parish Council would support the inclusion of consideration to be given to suitable appropriate build quality for all new developments,  and provision of eco-friendly heating solutions such as solar panels and heat source pumps for all new developments to support climate change mitigation.

****A proposal was made that these comments be sent to SBC in response to their draft Local Plan consultation. The proposal was seconded and all Cllrs were in favour.****

**21/82. FINANCE. Approval of £55 & VAT for annual membership of the National Allotment Association.** Approved by EGPA committee.

**A proposal was made to approve this expenditure. The proposal was seconded and all Cllrs were in favour.**

**21/83. Committee Reports**

**Finance – July 2021 Financial transactions report.**

**A proposal was made to approve these figures as accurate. The proposal was seconded and all Cllrs were in favour.**

**August 2021 Financial transactions report.**

**A proposal was made to approve these figures as accurate. The proposal was seconded and all Cllrs were in favour.**

**Sept 2021 Financial transactions report to date.**

Noted, but no comments or concerns.

**EGPA** - No report

**Planning** – Cllr Kearsey. No report

**Rec Ground Improvement committee –** No report.

**Risk Assessments:**

**July – completed**

Rec Hall and Carpark – no issues

Pavilion – no issues

Rec field – no issues.

Financial Risk – being updated for next review but no issues

Outside gym – no issues

**August – completed**

Cemeteries – no issues

Allotment – no issues

Handyman role – no issues

Cemetery maintenance - no issues

**Sept – to be done.**

Castle View Play Area - Cllr Sunners to do.

Street Furniture – Cllr Rawlings to do Chiseldon, volunteers needed for other areas.

Website Accessibility – Clerk to do

**Clerks Correspondence.** No comments

**21/84 Items for next agenda.** Discussion on cleaning of road signs, which SBC no longer do.

Meeting closed 21.01

****Date of next meeting: Monday 11th October at the Recreation Hall, off Norris Close, Chiseldon at 7.30pm****

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

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| *Clerk*  *Cllr Jefferies* | ***21/65***  ***21/84***  ***20/16*** | ***Arrange for purchase of SID when required***  **Add item to next agenda for discussion over cleaning of road signs.**  ***Investigate end of Badbury footpath being blocked. Still waiting for SBC officer update.*** | |
| **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  PIR – Passive Infrared sensor | | | 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  \*TRO – Traffic Regulation Order |