

Chiseldon Parish Council



Minutes of the Full Council MEETING

Held on Monday 10th January 2022 at 7.30pm. The Rec Hall, Off Norris Close, Chiseldon.

Present: Cllrs Matt Harris (Chairman), Andy Rogers, Chris Rawlings, Paul Sunners, Keith Bates, Ian Kearsley, Steve Duke, Pauline Barnes, Chay Ford. Also Clair Wilkinson, Clerk.

21/123 Approval of apologies given.

Cllr Jefferies (also Ward Cllr) is unwell. Cllr Jackson is unwell, Cllr Randall is unwell, Cllr Simpson is away from home.

There were no apologies given from Cllr Patel and Cllr Dogra.

Ward Cllrs Sumner and Horley did not attend or provide reports.

A proposal was made to approve these apologies. The proposal was seconded and all Cllrs were in favour.

21/124 Public recess

No public present.

21/125. Approval of minutes from 8th November 2021. (There was no December 2021 meeting)

A proposal was made to approve these minutes as an accurate account of the meeting. The proposal was seconded and all Cllrs were in favour.

21/126. Action points from previous meeting.

Action points

Clerk

21/65 Arrange for purchase of SID when required. COMPLETE. Purchased and awaiting installation

21/100 Talk to local police about Xmas tree event and talk to Ward Cllr Jefferies about road closure. COMPLETE. Road could not be closed but event went ahead successfully with no traffic issue.

21/115 and 21/116. Reply to SBC Planning dept with decisions of planning applications. DONE

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Cllr Jefferies

20/16.

Investigate end of Badbury footpath being blocked. Still waiting for SBC officer update. ONGOING

Commented [CWCCP1]:

Feedback from Christmas lights event noted:
Marshals need to help people cross the roads in both directions
More lighting is required
Volunteers to meet earlier in the evening to get organized
The police vehicle on site was very useful as traffic control
No incidences reported
The Clerk is to add these to the Risk Assessment for the 2022 event.

21/127 Community Safety and police report. Cllr Sunners

The November 2021 crime stats are 1705 crimes for Swindon, with 6 being within Chiseldon Parish.

There is a new draft publication available for the PCC's new Police and Crime plan. It can be viewed on the Wiltshire PCC website.

Local issues – eggs being thrown at houses, drones being found in gardens and dogs being alerted, rubbish and knocked over road signs near Mays Lane roadworks.

21/128 Ward Cllrs reports

Nothing received.

Ward Cllr Jefferies to be advised that New Road, Hodson Road and Draycott Road needs to be surveyed by SBC for potholes to repair.

21/129. Approval of Bribery and Anti-corruption Policy

There is an updated version on MS Teams with some errors corrected. This version shall be used.

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

21/130. Confirmation of 2022 meeting dates

A proposal was made to approve the list of dates. The proposal was seconded and all Cllrs were in favour.

Full Council meeting minutes 10.1.22

Chairman signature.....

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21/131. Council website review

No comments on content. Add item to next Finance agenda to approve costs for a separate email address to be used to send the newsletters from. Clerk to remind residents via FB etc to use our website for information.

21/132. Planning. Consider and vote on S/HOU/21/1750. 2 Hodson Road. Single storey rear extension & single storey side extension & front extension.

A proposal was made to support this application. The proposal was seconded and all Cllrs were in favour.

21/133. Planning. Consider and vote on S/HOU/21/1928. Wrens Nest Badbury. Extension of new garage. Conversion of existing garage to habitable space, new roof over porch.

A proposal was made to support this application. The proposal was seconded and all Cllrs were in favour.

21/134. Planning. Consider and vote on S/21/1361. Conversion of red brick barn to 1 dwelling. Hodson.

A proposal was made to support this application. The proposal was seconded and all Cllrs were in favour.

21/135. Finance. Discussion and vote on whether to award an annual allowance to Cllrs and/or Chairman

After a discussion it was agreed that there would be no allowances claimed for the 2022/23 financial year but an item would be added to the August 2022 Full Council agenda to be discussed before the 2023/24 budget was set. The Clerk is to find out what other councils are doing. The Clerk must report this decision back to SBC.

The Clerk is to investigate how this is handled via payroll and HMRC for tax purposes.

A proposal was made for the Parish Council to not claim any allowances for 2022/23 Financial Year. The proposal was seconded and all Cllrs were in favour.

21/136. Finance. Budget vs expenditure review.

On the excel spreadsheet the following was noted for follow up:
Row 77 CVPA Maintenance was over budget
Row 73 CVPA Repairs was over budget but this was known to be as a result of £11,000 of new flooring
Row 79 Recreation Ground Maintenance was over budget.

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Lines 77 and 79 to be investigated and reported back to Cllrs.

21/137. Committee reports

Finance – Transaction reports review.

A proposal was made that the November 2021 report was an accurate reflection of the councils transactions. The proposal was seconded and all Cllrs were in favour.

A proposal was made that the December 2021 report was an accurate reflection of the councils transactions. The proposal was seconded and all Cllrs were in favour.

The Jan 2022 to date report was noted as being accurate.

EGPA – No meeting in December due to rising Covid Omicron cases. The Tennis Club continue to hold good membership levels. The committee are considering quotes to investigate subsidence at the Chapel.

Planning – The Data Centre provided an update on the soil issue on the application and work is proceeding.

The Clerk has an action to ask SBC if the road condition survey was carried out as required prior to work beginning.

The Draycot Farm application was rejected by the planning committee due to access issues to the highway.

Recreation Ground – A meeting is being arranged with the Langton Estate to discuss the possibly of acquiring land.

It will be reported back to the estate that we have not done a feasibility study with regards to their suggested plan of the proposed new site. This is the same feedback that will be given to interested residents. The access route being on Hodson Road between the 2 properties is not something CPC will be pursuing as it does not meet the requirements of our mission statement for the project.

Risk Assessments – December Risk Assessment for the Millennium Copse. All ok – 1 bench to be monitored.

January assessments are: Rec ground and carpark and Rec building. Cllrs Sunners has offered to do these assessments.

Financial Risk – RFO and Finance Committee Chairman to complete.

Monthly infectious disease RA passed to Chairman and Vice Chairman for approval.

Correspondence – Nothing noted

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21/138 Items for next agenda.

Cllr Ford asked if there can be an update on the Neighbourhood Plan? Cllr Kearsley advised there will be a MS Teams meeting with Cllrs, volunteers and Andrea Pellegram late January so during Committee reports in Feb, the Planning Chairman can update Cllrs.

Meeting closed 20.22

Date of next meeting: Monday 14th Feb 7.30pm Recreation Hall, Off Norris Close, Chiseldon.

Actions

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

Clerk

21/126 Add Xmas event feedback to 2022 Risk Assessment

21/128 Advise Ward Cllr Jefferies on roads that need checking for pothole repairs

21/129 Take amended policy from MS Teams and publish.

21/131. Item for March Finance agenda to consider paying for an extra email account for the newsletter.

21/132, 21/133, 21/134 – report back to SBC with Councils response to planning applications.

21/135. Add agenda item to August 2022 Full Council to discuss annual Cllr allowances.

21/135. Report back to SBC on 2022/23 Financial year decision to not have allowances.

21/135. Investigate and report back to Cllrs the payroll and HMRC considerations for tax on allowances.

21/136. Report back to Cllrs on lines 77 and 79 of the budget vs expenditure report variances.

21/137. Ask SBC if the road survey was carried out prior to the Brimble Hill Data Centre work going ahead.

21/138. Make sure in Feb 2022 Full Council agenda, the NHP progress is mentioned during Committee reports.

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Cllr Jefferies

20/16 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

JD - Job Description

RFO - Responsible Financial Officer