



Chiseldon Parish Council

Minutes of the Full Council MEETING

Held on Monday 14th February 2022 at 7.30pm. The Rec Hall, Off Norris Close, Chiseldon.

Present: Cllrs Matt Harris (Chairman), Danielle Simpsn, Chris Rawlings, Paul Sunners, Keith Bates, Ian Kearsy, Steve Duke, Justine Randall, Jon Jackson. Pauline Barnes, Chay Ford.
Also Clair Wilkinson, Clerk.
Ward Cllr Gary Sumner.

21/139 Approval of apologies given.

Cllr Jefferies (also Ward Cllr) is unwell. Cllr Rogers has a work commitment.

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

Ward Cllr Horley did not attend or provide a report.

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

21/140 Public recess

No public present.

21/141 Declarations of interest.

None

21/142. Approval of minutes from 10th January 2021.

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.

21/143. Action points from previous meeting.

Action points

Clerk

21/126 Add Xmas event feedback to 2022 Risk Assessment. DONE

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

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

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

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

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

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

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

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

21/137. Ask SBC if the road survey was carried out prior to the Brimble Hill Data Centre work going ahead. ONGOING. NO REPLY FROM SBC YET. WARD CLLR SUMNER TO ASK.

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

Cllr Jefferies

20/16. Investigate end of Badbury footpath being blocked. Still waiting for SBC officer update. ONGOING

21/144 Ward Cllrs reports

Ward Cllr Sumner – Ridgeway Ward for Badbury.

Openreach work is moving forward, the next meeting date is 28th Feb. There is an issue at Ridgeway View with the proposed cable route. SBC Highways are working on this.

The potholes and missing road markings in Badbury have been reported.

The Ramblers Association had complained over the road surface in Day House Lane. Highways have confirmed that the work here has not yet been completed.

Liddington Parish Council have requested that the stretch of road in this location be changed to 30mph along its length. Some sections are currently national speed limit.

The post box for Badbury has been re-sited near the BT box, however is not yet in use.

It was noted that the post box on Draycot Road has been replaced but it not yet in use either.

Ward Cllr Sumner leaves at 19.46.



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21/145 Community Safety and police report. Cllr Sunners

The December 2021 crime stats are 1567 crimes for Swindon.

There is a new draft publication available for the PCC's* new Police and Crime plan. Due to be published 10th March.

Another Parish Cllr can join the Swindon Local Councils Forum as a representative along with Cllr Sunners – please advise if interested. Meeting 10th March.

Local issues – Paint thrown on car noted.

21/146. Approval of Equality & Diversity Policy

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

21/147. Planning. Neighbourhood Plan update from Cllr Kearsey

There was a zoom meeting at the end of January with our consultant Andrea Pellegram. The next steps were explained and a meeting is to be arranged where Cllrs and volunteers can determine who is doing what item of work, which will involve walking the affected areas, taking photos and creating questionnaires etc. SBC have approved CPC's request for the entire parish area to be designated for the NHP.

The NHP Localities grant will be applied for on 1st April 2022.

21/148. Finance. Approve quotes for emergency lighting provision and upgrades for council buildings. CTS quote for £5280 plus VAT. Approved by EGPA committee.

A proposal was made to approve these costs with CTS for emergency lighting work. The proposal was seconded and all Cllrs were in favour.

21/149. Finance. Approve Subsidence report quote from BLB for £500 for Chapel/Museum. Approved by EGPA Committee.

A proposal was made to approve these costs with BLB for subsidence investigation & report. The proposal was seconded and all Cllrs were in favour.

21/150. Committee reports

Finance – Transaction reports review.

A proposal was made that the January 2022 report was an accurate reflection of the councils transactions. The proposal was seconded and all Cllrs were in favour.

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



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The overtime procedure for the Clerk & RFO for NHP work was approved by the committee. See Finance minutes.

An increase in hourly pay for the handyman was approved. See Finance minutes.

EGPA – Nothing to report.

Planning – The PC is still trying to get the New Road Build Out removed. SBC have agreed to consider it for the 2023 program of works.

Recreation Ground – No meeting – inquorate.

Risk Assessments –

January assessments were: Rec ground and carpark and Rec building. Outside lighting issue being worked on.

Financial Risk – RFO and Finance Committee Chairman completed. 1 item will be on March Finance agenda for consideration.

Monthly infectious disease RA approved.

February assessments are: Pavilion, Cemeteries x2, allotments – all need a volunteer.

Handyman, Cemetery Maintenance and Outside gym given to Handyman to complete.

Residential leaflet delivery completed by the Clerk – no issues

Monthly infectious disease RA sent to Cllrs Harris and Randall.

Correspondence – Nothing noted

21/151 Items for next agenda.

None

Meeting closed 20.07

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

Actions

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

Clerk

21/137. Ask SBC if the road survey was carried out prior to the Brimble Hill Data Centre work going ahead. Liaise with Ward Cllr Sumner to see if he gained an answer.

21/146. Update Equality & Diversity policy with new approval date and load onto website.

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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
- *PCC – Police and Crime Commissioner