



## **Chiseldon Parish Council**

### **Minutes of the EGPA Committee MEETING**

Held on Monday 17<sup>th</sup> October 2022 at 7.30pm. The Old Chapel, Butts Road. Chiseldon.

**Present:** Cllrs Andy Rogers (Committee Chairman), Paul Sunners, Steve Duke (Committee Vice Chairman), Chris Rawlings, Paul Sunners, Keith Bates, Pauline Barnes Also Clair Wilkinson, Clerk.

**22/88 Approval of apologies given. Cllr Randall has a work commitment. There were no apologies given from Cllr Dogra.**

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

**22/89 Declarations of Interest.** Cllrs Rawlings rents an allotment from CPC.

**22/90 Public recess.** No public

**22/91. Approval of minutes from 15<sup>th</sup> August 2022.** (Note – the September meeting was cancelled due to the death of Her Majesty Queen Elizabeth II)

**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.**

**22/92. Action points from previous meeting.**

#### **Clerk**

21/215. Future agenda. Play equipment discussion for Castle View Road, and applications for grant funding. PENDING

22/26. Arrange for further information on costs and probability of solar panels at Chapel PENDING.

22/66. Report back to estate the update with regards to the proposal to extend the leased washpool area. DONE. No feedback yet

22/69. Apply to SBC for permission to place a planter at the Liddington end of Badbury. DONE and granted.

22/70. Purchase bulbs for New Road site after Finance Committee approval. DONE. Gardening club to purchase and provide receipt for refund.

22/75. Draft a letter to allotment tenant with regards to the apple trees. DONE. No feedback received.

22/76. Ask RFO to make arrangements for waste removal from allotment after Finance Committee approval. DONE



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22/77. Arrange trimming of trees at the rear of Hodson Road once current budget situation is confirmed by RFO. Otherwise pass to Finance committee for approval. DONE

22/78. Arrange for chapel window repairs once budgeted building repairs funds are confirmed by RFO. Otherwise pass to Finance Committee for approval. DONE

22/79. If budgeted funds allow authorise extra hours to Handyman. Otherwise refer to Finance Committee for approval. DONE

22/81. Arrange for cemetery chapel doors to be painted using budgeted funds. PENDING

22/83. Select a suitable site for the history club tree in the Butts Road cemetery. DONE

22/84. Ask RFO to talk to Grant Finder company ref grants for skatepark. DONE

### Cllr Sunners

22/84 Talk to Highworth Parish Council and other local parish councils about their own skatepark provisions. Advice Clerk on next relevant agenda to add this to. UPDATE – Cost £130k, HPC contributed £60k. Project started 2012 and completed 2020. Urged consultation with the public. No ASB issues with skatepark. DONE

22/85. Talk to Rise Trust to get information about youth provision and invite them to Sept EGPA meeting. UPDATE - Rise do not cover this area. SMASH may help? Cllr Sunners to talk to SMASH. May need further discussions. Cllr Sunners will talk to Chiseldon Primary School about their facilities.

### **22/93. Approve budget items for 2023/24 budget. Requests for Finance Committee to include.**

- CVPA/MUGA. £12,000 budget requested.
- Funds to stop parking on green area at Castle View Road near school. £1,500 budget requested.
- Youth Provision – no increase from the £2000 already budgeted annually.
- Funds towards the refurbishment or replacement of windows at the Chapel and Museum – £1,000 in an allocated reserved pot. To be saved over a number of years.

### **22/94. Vote on increasing costs to hire the 2 marquees per 24 hours, to cover admin costs.**

Proposed to change £50 fee to £100 so more funds raised for charity and a £20 admin fee can be taken to cover costs of staff being on site for collection and drop off of marquee.

**A proposal was made to approve the above changes. The proposal was seconded and all Cllrs were in favour.**

### **22/95. Parishing Progress. No items**

### **22/96. Parish appearance and safety. Letters requesting donations for Christmas tree event.**

**A proposal was made for the Clerk to write to local businesses asking them for donations for the Xmas tree event. The proposal was seconded and all Cllrs were in favour.**

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**22/97. Parish Appearance and Safety – Planting Christmas trees on New Road site – instead of purchasing a tree each year.**

Note – the gardening club will be using £100 of their own funds for trees on the site in a joint project.

**A proposal was made spend £185.00 on Xmas trees for the site. The proposal was seconded and all Cllrs were in favour.**

**22/98. Parish Appearance and Safety – purchase of lamppost poppies for Remembrance Sunday.**

**A proposal was made to buy 25 poppies at a total of £116.59 including VAT and postage. The proposal was seconded and all Cllrs were in favour.**

**22/99. Parish Appearance and Safety – purchase of willow tree for Queens Jubilee planting.**

**A proposal was made to buy a willow tree at a total of £79.80 including delivery for the jubilee planting. The proposal was seconded and all Cllrs were in favour.**

**22/100. Building and amenity priorities. Tennis Club report. No report received.**

**22/101. Building and amenity priorities. Football Club report. No report received**

**22/102. Building and amenity priorities. Pavilion. No items**

**22/103. Allotments. Approval of amendments to lease for 2023/24**

**A proposal was made to approve the updated lease. The proposal was seconded and all Cllrs were in favour. Cllr Rawlings did not vote.**

**22/104. Rec Hall, grounds and carpark. Consider CCTV on site, and positioning of a collapsible bollard at the double gates.**

The pricing guides were reviewed. It was decided not to proceed with CCTV at the current time but to monitor the situation.

**A proposal was made to approve £100 costs for the Clerk to arrange a collapsible bollard on site. The proposal was seconded and all Cllrs were in favour.**

**22/105. Chapel and Museum. Approval of quote for £3000 for the ICCM to do a full graveyard safety audit.**

**A proposal was made to approve the quote for £3000 from the Institute of Cemetery and Crematoria Management to do a full graveyard safety audit and both cemeteries. The proposal was seconded and all Cllrs were in favour.**



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### **22/106. Chapel and Museum. Approval of quote to re-paint 2 chapel doors. (Funds allocated in 2022/23 budget)**

The 2 remaining quotes were reviewed.

**A proposal was made to move the £500 in the current years fund to the 2023/24 budget and look at other companies who can refurbish the doors. The proposal was seconded and all Cllrs were in favour.**

### **22/107. Chapel and Museum. Retrospective approval of plot allocation.**

The plot was allocated to a resident but the official papers were not completed at the time.

**A proposal was made to officially record this plot as belonging to the resident to allow an interment to take place. The proposal was seconded and all Cllrs were in favour.**

### **22/108. Castle View Play area. Decision on MUGA goals.**

It was determined that this work would be concluded in 2023/24 out of budgeted funds requested for that year.

### **22/109. Castle View Play Area. Approval for Grant Finder company to proceed with obtaining grants for £100,00 for a skate park.**

**A proposal was made to approve the grant finder company proceeding with trying to obtain grants for the council for a skate park. The proposal was seconded and all Cllrs were in favour.**

### **22/110. Community Priorities. Youth Provision**

Discussed as part of the action points above. Cllr Sunners will continue to make enquiries with Chiseldon Primary School on using their facilities and also SMASH about their availability to run a provision. Bring back to Nov meeting.

### **22/111. Vulnerable People. Provision of warm spaces over winter.**

There was no proposal to create warm spaces within the parish over the winter. The committee wished to wait and see if the church or other organisations were offering any services.

### **22/112. Items for next agenda.**

Cllr Rawlings requested an item on hedge cutting and oak tree trimming at the allotments.

Meeting closed 20.48

**Date of next meeting:** Monday 21<sup>st</sup> November 2022 7.30pm Old Chapel, Butts Road., Chiseldon.

# Chiseldon Parish Council



## Actions

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

### Clerk

21/215. Future agenda. Play equipment discussion for Castle View Road, and applications for grant funding.

22/26. Arrange for further information on costs and probability of solar panels at Chapel

22/96. Write to local businesses asking for donations for Xmas event.

22/97. Get approval from Finance Committee for £185 Xmas tree costs. Purchase trees with gardening club and arranging planting.

22/98. Get approval from Finance Committee for £116.59 purchase of Remembrance lamppost poppies. Purchase poppies.

22/99. Get approval from Finance Committee for £79.80 purchase of Remembrance willow tree. Purchase tree.

22/104. Work with handyman on purchase and install of bollard for hall gates. Funds from Rec building maintenance fund.

22/105. Get approval from Finance Committee for £3000 cost of ICCM graveyard inspection. Book inspection when approved.

22/106. Get approval from Finance Committee for £500 chapel doors fund to go into a reserved fund for 2023/24. Advise RFO.

22/109. Advise RFO to go ahead with grant finder investigation for skate park funds.

22/112. Sent agenda request form to Cllr Rawlings ref item for Nov agenda.

### Cllr Sunners

22/110. Talk to SMASH and Chiseldon Primary school with regards to youth provision.