



# Chiseldon Parish Council

## Minutes of the Full Council MEETING

Held on Monday 14<sup>th</sup> November 2022 at 7.30pm. The Recreation Hall, off Norris Close, Chiseldon.

**Present:** Cllrs Matt Harris (Chairman), Chris Rawlings, Paul Sunners, Pauline Barnes, Andy Rogers, Chay Ford, Justine Randall (Vice Chairman), Ian Kearsy. Also Clair Wilkinson, Clerk.

Ward Cllrs Gary Sumner and Lawrence Elliott also in attendance.

### **22/73. Approval of apologies given.**

Absence with apologies: Cllrs Duke and Jackson have work commitments. Cllr Jefferies is unwell. Cllr Bates sent apologies with no reason given.

There were no apologies from Cllr Simpson.

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

### **32/74. Declarations of interest. None**

**22/75. Public recess.** No public

### **22/76. Approval of minutes from 10<sup>th</sup> October 2022. No changes**

**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.**

### **22/77. Action points from previous meeting.**

#### **Clerk**

22/7. Direct contact number/email for reports regarding the Firs site shared via weekly newsletter, community FB page and website. Clerk to advise Cllr Jefferies when does she need to provide details in time for this Fridays newsletter. NO UPDATE

22/64. Ask Sanders to make wording change to website heading. DONE

22/67. Reply to SBC that CPC will not be taking an allowance for Cllrs. DONE

22/68. Advise Limeway they have been appointed to do the work and send information to Cllr Rawlings to conclude the project. DONE

22/69. Ensure next budget vs expenditure report has a summary page of variances. DONE

# Chiseldon Parish Council



## Cllr Jefferies

20/16. Investigate end of Badbury footpath being blocked. Waiting for SBC officer update. NO UPDATE.

## 22/78. Community Safety and police report. Cllr Sunners

19 crimes reported in the area for October.

The allotment thefts and vandalism at Wanborough were noted.

PCSO Trueman is attending bi-monthly meetings with NHW reps. 6<sup>th</sup> Jan is the next date. PC Paul Harrison will also attend. The road markings at New Road/A346 junction have been reported.

There are plans for 2 mobile police stations. PSCO Trueman is hoping to do a local pop up event before Christmas.

## 22/79. Ward Cllrs reports

Lawrence Elliott – Chiseldon and Lawn Ward.

Ward Cllr Elliott noted the National Road Safety week and to be visible on dark nights when on the roads.

There are new speed monitoring strips on New Road.

Meeting with head of Strategic Transport John Harris at SBC with Ward Cllr Jefferies. The A346/New Road issue was raised. There is a need to look at a holistic solution for the whole journey through Chiseldon to Wroughton. The route is still the diversion route from National Highways for when the M4 is closed. Cllr Kearsley commented that he believed this had been changed in 2021?

SBC are talking to National Highways about a solution. They may change this diversion route to go from Wroughton to Swindon and then down past the hospital. This work would take 12 months to make sure stakeholders were satisfied with the changes. The A346/New Road issue will be part of this solution.

New Road – bore holes have been dug. The substrate is corrupt. Cannot patch/lay new surface. The road needs to be dug up. This project is now moving forward.

Ward Cllrs Elliott and Sumner met with the head of the "Way Forward" program at Great Western Hospital. They have a 3-5 year strategic plan.

The Remembrance service in Swindon had good attendance. New census information tells us there are 9500 veterans in the Swindon area. All ages and all conflicts.

Gary Sumner – Ridgeway Ward for Badbury residents.

Great Western Hospital improvements being made – new triage room, new mental health unit and new private wing.



## **Chiseldon Parish Council**

Openreach – Badbury soon to go live. Sambre Road still an issue – more work to be done in Jan 23

Hodson Road due to be completed 5<sup>th</sup> Dec. Burderop Barns nearly complete.

Butts Road also nearly complete.

Both Ward Cllrs left the meeting at 20.14

### **22/80. Approval of Policies**

#### **Petitions.**

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

#### **Expenses.**

A change to be made to item 6.1 stating that expenses with no receipt will be determined by Finance Committee.

Change to following reimbursements due to inflationary costs.

Hotel Room outside M25 from £80 to £100

Hotel Room inside M25 from £100 to £150

Evening meal from £20 to £25

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

### **22/81. FINANCE. Note on amendment to budget vs expenditure report presented at October meeting.**

It was noted for the minutes that the CVPA General Maintenance Fund was listed as an overspend. This was in fact an underspend of 37% YTD.

### **22/82. FINANCE. Note of clear audit for 2021/22 from PKF Littlejohn.**

It was noted for the minute that the audit was clear. Thanks to the RFO who prepared the audit for inspection and review.

### **22/83. EGPA Committee. Review of request for an above ground mausoleum to be approved in the councils cemeteries – requiring a change to Cemetery Regulations to allow this.**

After a discussion the following was noted:

The 2 council cemeteries are “Lawn Cemeteries” with no mausoleums at present. This presents a specific type of layout and appearance for the areas.

The addition of mausoleums would alter the look of the cemeteries and would expose the council to unnecessary risk.

Other plot holders need to be considered who purchase a plot for a below ground burial.

**A proposal was made to reject the request to allow mausoleums within the 2 council cemeteries. The proposal was seconded and all Cllrs were in favour.**

# Chiseldon Parish Council



## 22/84. Committee reports

Finance – Transaction reports review.

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

The November to date report was noted.

EGPA – Cllr Rogers. Xmas trees on New Road approved. Tommie Remembrance signs approved. Purchase of willow tree for Jubilee planting approved. Costs for graveyard audit approved. Will be using a grant finding company to improve CVPA area.

Planning – Cllr Kearsy. Application at John Alder Close rejected. 5 High Street approved.

Finance – Cllr Harris. Nothing to report as no meeting.

Recreation Hall – Cllr Harris. Nothing to report as no meeting.

Risk Assessments –

### **March assessments were:**

Chiseldon Street furniture overdue and pending. COMPLETED – No issues

### **July assessments were:**

Financial – Completed. Minor improvements made to procedures.

### **August assessments were:**

Pavilions – COMPLETED. No issues.

Allotments – COMPLETED. No issues.

Graveyard Maintenance. COMPLETED. No issues.

Handyman and manual handling COMPLETED. No issues.

### **October assessments are: (all in hand)**

Clerk COMPLETED. No issues.

RFO and Admin officer – with RFO to complete

Street Furniture Chiseldon – PENDING, with Handyman

Street Furniture other areas – PENDING, with Handyman

Village Planters – PENDING, with Handyman

### **November assessments are: (all in hand)**

Cleaner and manual handling – COMPLETED – No issues.

SIDs. Hodson Road and Badbury. Requested this be carried out by Cllrs Kearsy and Jackson. Waiting confirmation. Cllr Kearsy has completed the Hodson Road site – No issues to report.

Millenium Wood – PENDING with handyman.

Fire Risk – PENDING. Clerk to complete.



## Chiseldon Parish Council

Correspondence feedback for Cllrs – None

**22/85. Items for next agenda.** None

Meeting closed 20.51

**Date of next meeting:** Monday 12<sup>th</sup> December 7.30pm Recreation Hall, Off Norris Close, Chiseldon.

### Actions

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

### Clerk

22/7. Direct contact number/email for reports regarding the Firs site shared via weekly newsletter, community FB page and website. Clerk to advise Cllr Jefferies when does she need to provide details in time for this Fridays newsletter.

22/80. Update expenses policy.

### Cllr Jefferies

20/16. Investigate end of Badbury footpath being blocked. 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

# **Chiseldon Parish Council**



TRO – Traffic Regulation Order

JD – Job Description

RFO – Responsible Financial Officer

PCC – Police and Crime Commissioner

AONB – Area of Outstanding National Beauty

RoSPA – Royal Society for the Prevention of Accidents

DRAFT