



## Minutes of the Full Council MEETING

Held on Monday 12<sup>th</sup> June 2023 at 7.30pm. The Recreation Hall, off Norris Close, Chiseldon.

**Present:** Cllrs Ian Kearsley (Chairman), Chris Rawlings, Jenny Jefferies, Pauline Barnes, James Whitehead, Andy Rogers (Vice Chairman), Fareed Ahmed Quidwai, Paul Sunners. Also Clair Wilkinson, Clerk. Also in attendance Ward Cllr Hopkins and Ward Cllr Elliott (Late arrival).

**Vote on holding agenda item 17 in confidential session.**

The Chairman read out the legislation required to hold item 17 in a confidential session.

**A proposal was made to hold item 17 of the agenda in a confidential session. The proposal was seconded and all Cllrs were in favour.**

**23/30 Public recess.** No public

**23/31. Approval of apologies given.**

Absence with apologies: Cllr Jackson is away with work. Absence with no apologies given – None

Ward Cllr Sumner had sent his apologies.

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

**23/32. Co-option of Cllrs. Paul Sunners**

Mr Sunners had been a Cllr until the May 4<sup>th</sup> elections. He requested to be co-opted back onto the council to continue being involved in local issues and decisions. It had been checked that Mr Sunners met the joining criteria and was not disqualified.

**A proposal was made to co-opt Mr Sunners as Parish Cllr. The proposal was seconded and all Cllrs were in favour.**

Cllr Sunners signed the Declaration of Acceptance of office.

**23/33. Declarations of interest.** none

**23/34. Approval of minutes from 15<sup>th</sup> May 2023. 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.**



## **23/35. Action points from previous meeting.**

### **Cllr Kearsy**

23/25. To talk to Ward Cllr Hopkins about local road issues. DONE. Item to be added to June planning meeting to discuss further.

### **Clerk**

23/29. Add 20mph Badbury item to planning agenda. Send agenda form to Cllr Jackson to complete. DONE

23/29. Arrange to meet handyman to download Badbury SID data x2 PENDING.

23/29. Chase up Badbury hedge cutting and white line painting issues with Ward Cllr Sumner. CHASED, not yet resolved.

### **Ward Cllr Hopkins and Elliott (from Cllr Jefferies) Ward Cllrs to be reminded of these action points.**

20/16. Investigate end of Badbury footpath being blocked. Waiting for SBC officer update.

23/09. To ask SBC if P.Cllrs can attend SBC training if there are spaces.

23/10. To find out the current situation with regards to public footpaths and maintenance after the Countryside Access talk that SBC did not attend.

### **23/36. Policy and Community report. Cllr Sunners**

Cyber crime is the focus this week for the NHW.

The April crime stats for the Parish plus Badbury Park are:

22 crimes. ASB is a large proportion of these crimes.

The damage to the stones at the wall at Strouds Hill were reported as a Heritage crime. The new solar lights on Strouds Hill should assist with residents feeling safe.

### **23/37. Ward Cllrs reports. Ward Cllr Hopkins for Chiseldon and Lawn Ward.**

Walk through Chiseldon carried out with resident on mobility scooter and Parish Cllr Kearsy. The Patriots Arms roundabout is the worst area for lack of pavements and dropped kerbs. Looking at possible options to improve. The other issue is that much of the route is through the conservation area with stone boundary walls that cannot be removed.

Ward Cllr Elliott arrives at 19.58



**Ward Cllr Elliott for Chiseldon and Lawn Ward.**

Hodson Road is scheduled for resurfacing the 1<sup>st</sup> July. The bore samples taken from New Road have been sent off for analysis. The project is now with the Strategic Head of Highways – John Harris.

Can't currently add a weight limit to this road as used by National Highways as a diversion route. National Highways and SBC are talking to see if there can be a new diversion route created away from Chiseldon and then a request could be submitted for New Road to have a weight limit.

Planning enforcement confirmed that Earthline had closed down operations on site as of end of May 23 deadline. They have until end of Nov 23 to clear the site and restore to its original state. Earthline trucks will still move through the village on their way to local jobs.

**23/38 Approval of Annual Governance statement for 2022/23 external audit report.**

**A proposal was made to approve the annual governance statement. The proposal was seconded and all Cllrs were in favour.**

**23/39. Approve of Annual Accounting statement for 2022/23 external audit report.**

**A proposal was made to approve the annual accounting statement. The proposal was seconded and all Cllrs were in favour.**

**23/40. Approval of insurance renewal costs for Washpool area of £502.78.**

**A proposal was made to approve the annual insurance costs for washpool. The proposal was seconded and the majority of Cllrs were in favour.**

**23/41. Annual approval of asset register for year ending 31.3.23**

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

**23/42. Approval of the costs of £81.33 for a new silver bar, plus 62p per letter plus postage to update the Chairman's chains of office.**

**A proposal was made to approve these costs for the Chairmans' chains. The proposal was seconded and all Cllrs were in favour.**

**23/43. Approval of comments to send back to SBC on their Health Survey.**

**A proposal was made to thank SBC for sending the report over and to commend them on the quality of the report. The proposal was seconded and all Cllrs were in favour.**

**23/44. Approval of monthly rota for Parish Cllrs to attend monthly Ward surgeries.**



**A proposal was made to set up a rota for Parish Cllrs to attend. The proposal was seconded and all Cllrs were in favour.**

**The Clerk will create a rota once the dates are known. The Chapel offices are available to hire.**

**23/45. PLANNING. Approval of response for S/ADV/23/0484. Display of 3no. illuminated signs. Chiseldon Service Station, Marlborough Road Chiseldon**

**A proposal was made to support this objection, with the conditions that road sight lines were kept clear on the A346/New Road junction and that replacement signs were not illuminated brighter than the existing signs. The proposal was seconded and the majority of Cllrs were in favour.**

### **23/46. Committee reports**

Finance – Transaction reports review for May 2023.

**A proposal was made that the May 2023 report was an accurate reflection of the councils transactions. The proposal was seconded and all Cllrs were in favour.**

There was no May finance meeting.

EGPA – Cllr Rogers. Approved supporting plan to make the Washpool area a Nature Reserve to offer it more protection. Approved formal request to apply for funding from the Calley Memorial Trust fund for a grant to cover the remainder of the costs of installing a defib in Hodson. Can then look at whether its possible to install one at Draycot Foliat.

Planning – There was no May meeting.

Risk Assessments – (Months are deleted from this report once all items are complete)

#### **April assessments were:**

Clerks job role – Clerk to do. DONE. No issues.

Admin Officer and RFO job role – RFO to do

Street Furniture Chiseldon – volunteers needed. Cllr Whitehead completing.

Street Furniture other areas – volunteers needed DONE. No issues.

Chapel and Museum – Clerk to do DONE. No issues. Museum heaters added to PAT testing.

Financial Risk – RFO and Finance Chairman to complete. DONE. No issues.

#### **May assessments are:**

Village Planters – Clerk to do with Handyman

Cleaner and manual handling doc – DONE. No issues.

SIDS – Hodson Road and 2x Badbury. DONE. No issues

Millenium Wood – DONE. No issues.

Fire risks (general) – DONE. No issues.

#### **June assessments are:**

Castle View Play Area – volunteer needed. Cllr Rawlings to do.

Washpool Ponds – Clerk to do with WARP committee

Correspondence feedback for Cllrs – None



Ward Cllrs leave the meeting 20.34

**23/47. CONFIDENTIAL ITEM. Discuss and vote on action to take after contact from local business owner with regards to selling their asset.**

**A proposal was made that the PC would not be able to take this offer any further. They would support any local group who showed an interest in the purchase. The proposal was seconded and all Cllrs were in favour.**

The Clerk will respond to the business owner.

**23/48. Items for next agenda.**

Cllr Rogers would like Hodson added to the next planning agenda for proposed 20mph speed limit change – along with Badbury.

Meeting closed 20.45

**Date of next meeting:** Monday 10<sup>th</sup> July 2023 7.30pm Recreation Hall, Off Norris Close, Chiseldon.

**Actions**

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

**Clerk**

23/29. Arrange to meet handyman to download Badbury SID data x2

23/29. Chase up Badbury hedge cutting and white line painting issues with Ward Cllr Sumner.

23/43. Write to SBC to thank them for sending the health survey document and commend them on the quality of the report.

23/44. Create monthly Ward Cllr rota when details are known.

23/47. Write to business owner with results of confidential item decision.

**Ward Cllr Hopkins and Elliott**

20/16. Investigate end of Badbury footpath being blocked. Waiting for SBC officer update.

23/09. To ask SBC if P.Cllrs can attend SBC training if there are spaces.

23/10. To find out the current situation with regards to public footpaths and maintenance after the Countryside Access talk that SBC did not attend.



**Glossary of abbreviations:**

SBC - Swindon Borough Council

CPC – Chiseldon Parish Council

CVPA – Castle View Play Area

RWV – Ridgeway View

RA – Risk Assessment

NHP – Neighbourhood Plan

EGPA – Environment, General Purpose & Amenities Committee

WALC –Wiltshire Area Local Councils

CIL – Community Infrastructure Levy

Cllr – Councillor (Parish)

STWFC – Swindon Town Women’s Football Club

GWH – Great Western Hospital

TRO – Traffic Regulation Order

RFO – Responsible Financial Officer

AONB – Area of Outstanding National Beauty

Accidents

NHW - Neighbourhood Watch

DF – Draycot Foliat

SID – Speed Indicator Device

STEAM – Museum in Swindon.

CPRBB – Chiseldon Parish Residents for Better Broadband

PIR – Passive Infrared sensor

WARP – Washpool Area Restoration Project

WC – Ward Councillor

TW – Thames Water

CSW – Community Speed Watch

SYFC – Swindon Youth for Christ

JD – Job Description

PCC – Police and Crime Commissioner

RoSPA – Royal Society for the Prevention of

DRAFT