



## Minutes of the Full Council MEETING

Held on Monday 8<sup>th</sup> January 2024 at 7.30pm. The Recreation Hall, off Norris Close, Chiseldon.

**Present:** Cllrs Ian Kearsey (Council Chairman), Paul Sunners, Chay Ford, Steve Woodham, Andy Rogers, James Whitehead, Chris Rawlings, Pauline Barnes, Jenny Jefferies. Also in attendance Clerk Wilkinson, Clerk.

**23/159. Public recess.** No public

**23/160 Approval of apologies given.**

Absence with apologies: Cllrs Jackson was unwell and Cllr Quidwai's car would not start.

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

**23/161. Co-option of Cllrs. No candidates**

**23/162. Declarations of interest. None**

**23/163. Approval of minutes from 11<sup>th</sup> December 2023. No changes**

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

**23/164. Action points from previous meeting. Completed items in grey.**

### Clerk

23/29. Chase up Badbury hedge cutting and white line painting issues with Ward Cllr Sumner. NO PROGRESS. WITH ENFORCEMENT.

23/148. Report back to consultant on NHP updates requested. DONE

23/149. To arrange purchase and installation of 2 dog bins DONE

23/150. To arrange purchase of new defib pads. DONE

23/152. Advise RFO on increase to handyman's hourly rate to £20 from Dec 23. DONE

23/153. Advise RFO on increase to staff hourly rates and back pay. DONE

23/156. Advise RFO on option to tax decision so a map of the site and the minute reference can be saved in the relevant files. DONE

**Ward Cllr Hopkins and Elliott**

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

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. NO UPDATE

**Cllr Whitehead**

23/115 Create a list of suggested PROWS that should be added to the definitive map. Request item be added to a full council agenda for discussion and vote. IN PROGRESS.

**23/165. Police and Community report. Cllr Sunners**

November crime numbers for Chiseldon – 14 crimes of a variety of types.

**23/166. Ward Cllrs reports. Ward Cllr Elliott**

A lot of flood and waste issues reported by W.Cllrs Elliott and Hopkins the past couple of weeks. Waste issues on a 2-3 week backlog to catch up.

Canney Close was pumped out and sandbags provided.

Jon Harris the Strategic Head of Highways at SBC has left. SBC will be recruiting to replace him. Anything not urgent with highways will be delayed.

No report from Cllr Hopkins or Sumner.

Ward Cllr Elliott leaves 20.04

**23/167. Discussion on response to SBC on devolvement of services.**

**A proposal was made that the current response is that the council are not going to be taking on any further services from SBC at this time. The proposal was seconded and all Cllrs were in favour.**

It was also agreed that the Clerk would feedback to SBC that if SBC can get exact service requirements and costs to the PC by June 24 then CPC will look into getting quotes from contractors to consider taking over services for 25/26 financial year with no guarantees offered.

The Clerk is to also ask whether SBC equipment/personal can be used for the extra services, plus access to other services such as legal services. What funds will SBC provide to CPC for the transition of services.

The inflated extra costs currently faced by CPC to place extra benches in the parish and install 2 new laybys by SBC are to be used as an example.

**23/168. FINANCE To approve the proposed 24/25 budget document.** Document already reviewed and approved by Finance Committee.

**A proposal was made to approve the budget for 24/25. The proposal was seconded and all Cllrs were in favour.**

A public version of the budget will be made available on the councils website shortly.

**23/169. FINANCE. To approve the draft precept for 24/25 of £160,000.** No change from 23/24 budget. Already approved by Finance Committee.

**A proposal was made to approve the 24/25 precept of £160,000 The proposal was seconded and a majority of Cllrs were in favour.**

It was noted that due to a small decrease in the tax number this would equal a monthly increase of around 28p for a band D property.

**23/170. FINANCE. Review the budget vs expenditure report.**

This item was moved to the Feb Full council agenda due to the late availability of the document.

**23/171. To approve council policies. Anti-bribery and corruption policy.**

A change is to be made to show that when a Cllr receives a donation of vouchers, cash or goods to be placed in the temporary ownership of the Clerk for purposes of a charity raffle (or similar) there is no upper limit as the Cllr is not receiving the item for their own benefit.

**A proposal to approve the anti-bribery and corruption policy with the above amendment made. The proposal was seconded and all Cllrs were in favour.**

**23/172. PLANNING. Review and vote on any planning applications received by Swindon Borough Council after the agenda is published.** There were none.

**23/173. Committee reports**

**A proposal was made to approve the December 23 finance transaction report.. The proposal was seconded and all Cllrs were in favour.**

Finance – Cllr Kearsey. The budget was approved in the meeting for 2024/25. The meeting day was not changed – waiting for more Cllrs to attend a meeting. The Feb Full council agenda will have an item to approve Cllr Woodham’s joining the committee.

EGPA – Cllr Rogers. Lime Trees on Rec approved for testing for disease and treatment. Concrete wheelchair ramps still needed – looking for quotes. Still waiting on SBC bench decision.

Planning - Cllr Jefferies. Early Jan meeting only for NHP. Various decisions made to allow the Reg 14 consultation to go ahead.

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

**November assessments were:**

Cleaner – Clerk to send to cleaner. DONE. No issues.  
Xmas event – Clerk to do. DONE. No issues.  
SIDs x 3- volunteers needed – Cllr Kearsey to do. DONE. No issues.  
Millennium Wood – volunteer needed. Handyman completed. DONE. No issues.  
General Fire Risk – Clerk to do. PENDING.

**December assessments were:**

Castle View Play area – Volunteer needed DONE  
Washpool Ponds - Clerk to do with WARP committee. DONE  
Trees owned by CPC – Volunteer needed. PENDING. With Handyman

**Jan assessments are:**

Village Planters – Volunteer needed  
Rec Ground (No buildings) - Volunteer needed

Correspondence feedback for Cllrs – It was noted that the 20pmh questionnaire had a good level of feedback.

**23/174. Items for next agenda.**

The Clerk is to ask HeartSafe if they will provide training for the new defib at Hodson.

Meeting closed 20.32

**Date of next meeting:** Monday 12<sup>th</sup> February 2024 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. Chase up Badbury hedge cutting and white line painting issues with Ward Cllr Sumner.

23/168. Make sure budget for 24/25 is loaded onto council website.

23/171. Update policy and load onto website

23/173. Add approving Cllr Woodham onto Finance Committee to Feb full council agenda.

23/174. Ask HeartSafe if they can do training for the new Hodson defib.

**Ward Cllr Hopkins and Elliott**

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

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.

**Cllr Whitehead**

23/115 Create a list of suggested PROWS that should be added to the definitive map.  
Request item be added to a full council agenda for discussion and vote.

**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  
SHCMG – Sir Henry Calley Memorial Garden

