

CHILTON FOLIAT PARISH COUNCIL
Minutes of a Meeting of Chilton Foliat Parish Council
TUESDAY 9TH MARCH 2021, 8pm via Skype

On 4th April 2020, the Government introduced The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 which allows local councils to meet remotely. These regulations apply to meetings held before 7th May 2021.

Attending: Cllr. Coome (Chairman), Cllr. Quinton, Cllr. Outridge, Cllr. Campbell,
 Cllr. Stokoe, Cllr. Nussey, Cllr. Hynes, A McMath (Clerk)
 Two members of the public

2004 hrs meeting commenced.

- 1 **Apologies for absence** - none received
- 2 **Minutes of the meeting of 12th January 2021** were approved by all as a true record. To be signed by the Chairman.
3. **To receive Declarations of Interest in accordance with the Code of Conduct and to receive requests for dispensation** – no declarations received
- 4 **Outstanding matters from previous minutes not itemised separately:** No matters raised.
5. **Finance:**

a)	Parish Account	
	Balance b/f	£23,151.93
	(*includes CIL Payment Ref: Recreation Ground Dev.£14,605.32)	
	Items settled	
	Salary	£462.00
	HMRC (by 19 th January)	£102.00
	Items to be settled	
	Audit Fee	£48.00
	*Payroll Fee (Up to)	£96.00
	*Salary (Up to)	£500.00
	*HMRC (Up to)	£105.00
	*Contribution to No HGV sign	£180.00
	Noted that invoices are pending for these items *. Permission in advance is requested for spend 'up to' set amount.	
	Income:	
	Sale of decommissioned Skate Park Grind Rail	£50.00
	Projected Balance	£22,272.93
b)	Charity Account	
	Balance b/f	£4108.28
	Income	£185.43
	Settled:	
	Cllr. Expenses – Cllr. Coome – Coal Fund Cards	£8.99
	To be settled:	
	Village Hall donation	£36.73
	Projected Balance	£4247.99

Proposal to accept the Financial Report and list of payments to be settled – proposed by Cllr. Stokoe, seconded Cllr. Quinton. Approved by all.

c) **Council considered bank account options for current and investment accounts**
A finance subcommittee is to convene to collate details and make recommendations to Council at the next meeting. Cllr. Outridge (lead), Cllr. Coome & the Clerk

d) **Bank Reconciliation** – completed 04/03/21, Cllr. Outridge

6 **Asset Register 2021** – approved by all, to be signed by the Chairman
Risk Assessment 2021 – approved by all, * item 6 - nominated Grants Councillor to be kept on review. To be signed by the Chairman.

7 **Planning: To receive new planning applications:**

20/01615/FUL – Yew Tree Cottage - No objection - Approved

21/00201/TCA – St. Marys Church - No objection - Approved

21/00170/LBC - 53 Chilton Foliat – No objection

21/00642/LBC – Stud House – No objection

West Berkshire Council Awaiting Decision:19/02979/OUTMAJ Walkers Logistics

It was noted that Council commented on the West Berkshire Local Plan and registered objections to the expansion of Membury Industrial Area (with reference to the expansion of Walkers logistics).

Recreation Ground Developments: Cllr. Coome reported Donnington Homes are no longer developing the existing recreation ground. He is meeting the new developers on 10th March and will update Council by email after the meeting. Concerns were raised regarding the condition of the new recreation ground (adjacent to the school), with parishioners questioning if it is fit for purpose. Responsibility for this lies with Wiltshire Council. Cllr. Coome will raise this with them prior to any inspection by WC and before handover from the developers. Cllr. Coome will make sure the Parish Council get full input into this and will include the school.

8 **Parish Steward:** Cllr. Campbell has requested a new schedule. Any tasks required let Cllr. Campbell know. Blocked gullies on Littlecote Rd and mud build up on Crabtree lane noted at the meeting.

9 **Community Area Transport Group:** CATG meeting last week:

Request for a 40 or 50mph restricted speed zone at west end of the village on the B4192 from existing 30mph sign to Manor Farm cottages. This was put to a vote for moving to a priority item but was not successful. Although outvoted the scheme stands a good chance at the next CATG in May.

Request for installation of a speed indication device (SID) at the west end of the village on the B4192 (within the 30mph zone). This has been granted by CATG and WC. Quotes and lead times for supply of the SID, steel post and installation are being sought along with price for extending the warranty on the existing SID. Cllr. Campbell will circulate information to council

Stag Hill (B4001) Unsuitable for HGV signage. Residents have reported that the new sign at the B4001/B4192 junction appears to be making a difference. The signs at the northern end of the B4001 await installation by West Berkshire Council, now estimated for April/May.

To be raised at future CATG: Weight restriction signage on Soley lane. The 7.5ton weight restriction signs at the north end of Soley lane and also at its junction with the B4192 have been removed by WC. The sign at the junction with the B4192 has been replaced with a sign stating a 7.5 weight restriction in two miles. A survey of the area showed that all other lanes leading from the B4192 towards the Membury direction have 7.5 restriction signs. WC have been asked why the signs for Soley lane should be any different – to go to the May agenda.

Gas leak – B4192 - west end of village. There is a discernible smell of gas at this location which has been reported to the authorities. Several site visits have been made by Wales & West engineers who confirm gas to be present in the atmosphere but of a low level. Engineers have tried unsuccessfully to date to locate the source of the leak. Noted as a long standing issue.

- 10 Speed Indication Device** (western end of the village) - **see item 9 (2)**
- 11 Orchard Green – damage to Orchard Green and flooding to adjacent properties as a result of work arranged by BT.** Cllr. Coome reported that the manhole has been badly installed, and the green has not been reinstated to date. Residents have complained to BT without success. On investigation, the pc were not contacted initially as the land rights did not show up on a land registry search. The parish council are taking steps to rectify this. Documents deposited with Wiltshire Records Office will need to be retrieved. This will be progressed once Record Office re opens after Lockdown. Cllr. Coome & the Clerk to progress. Meantime, Cllr. Coome is awaiting a response from BT as regards reinstatement of the green and flooding will update Council. Cllr. Quinton to liaise with Orchard Green residents.
- 12 BINS - item postponed pending further information from Wiltshire Council to go**
Council to review situation as regards current/future litter bin provision in the village
Recreation Ground x 2 (entrance & play area)
Village Hall x 1
Bus Stop x 1
Fairyland entrance x 1
Layby - B4192 bin removed
- 13 ROSPA – PLAY AREA INSPECTION** – Council to note this will take place from April 2021
Cllr. Outridge will arrange a tidy up.
- 14 Grasscut Agreement 2021** – Quotations sought for both existing and new recreation areas.

Existing Recreation Ground

Two quotations were received - fortnightly grass cutting and 4 strimming visits for to run from March until end of October.

1. £1560 + VAT for fortnightly cuts (approx. 16) and 4 strimming visits
2. £135 + VAT per visit, strimming £90 + VAT per visit

Proposal to accept Quotation 1. from Scofell Landscapes Ltd at £1560 + VAT by Cllr. Campbell, Seconded by Cllr. Hynes. All in agreement.

New Recreation Ground

As there is no handover date and concerns have been raised regarding condition, it was agreed by all that no decision regarding contracts can be made at this time. Quotations and contractor information to remain on file.

- 15 Plane Tree** - Two quotations were received for the work to the tree surround
- | 3 Options: | Contractor A | Contractor B |
|---|----------------------|----------------------|
| Replace tree surround path side | £812.50 + VAT | £633.20+ VAT |
| Replace tree surround path side and then other three sides at a later date in 2021 | £3,162.50+VAT | £1,899.61+VAT |
| To replace all four sides at once | £2,812.50+VAT | £2,532+VAT |

Council agreed unanimously to proceed and replace all four sides of the surround citing the current poor and deteriorating condition. Council request further information as to the specification of the materials, expected lifespan of the work and schedule of highways closure. In order to progress work as soon as possible Council agreed a spend up to £3,000, including for any contingency costs linked to the work. Cllr. Coome to be main contact.

- 16 Tree Survey – Orchard Green**
Three quotations were received:
- | Contractor A | Contractor B | Contractor C |
|---------------------|---------------------|---------------------|
| £607.50 + VAT | £300 + VAT | £480+VAT |

Proposal to accept quotation from Contractor B, - £300 + VAT Scofell Landscapes by Cllr.Coome, seconded by Cllr. Outridge.

- 17 CPRE Best Kept Village Competition (details circulated)** Council agreed not to progress this year.

18 2021 Village Celebration & Retirement Presentation for Postman

The collection for the retirement of the village postman after 37 years has had a wonderful response. A socially distant presentation will be made on his last round – 27th March. Due to Lockdown no formal presentation can take place, parishioners are encouraged to applaud from their doorsteps on his last delivery round. Press coverage in Whitton Ways and Newbury Weekly News. A book for messages available to sign between 2 – 4pm Friday 12th March/Saturday 13th March outside the Village Hall – strict Covid guidelines being followed.

19 Correspondence, matters of parochial interest and items for next agenda - not for debate

13/01/21 Wiltshire Local Plan * Gypsy and Travellers Plan Consultation

02/02/21 Best Kept Village Competition initial email

13/02/21 & 18/02/21 Email to Cllr. Coome regarding Orchard Green Damage

20 Dates of next meeting: 11th May, July 13th

It is noted that current regulations allowing virtual meetings cease on 7th May. Current Lockdown regulations do not allow for physical meetings. Clarification is expected from Govt. and will be circulated to Council.

Standing orders suspended 2134 hrs

21 Public Forum

Question regarding the current recreation ground development and concerns that the delay could coincide with the loosening of planning laws and could result in an application to develop the whole of the recreation ground.

Cllr. Coome replied. That is not believed to be the case, but any changes would need reapplication for planning consent The Parish Council are consultants to changes of the local plan – Chilton Foliat is viewed as a 'small village', conditions remain unchanged with only infill development permitted. He does not think that proposed changes to national planning will result in changes to the development.

Standing orders re-instated 2137 hrs

Meeting concluded 2139hrs

Draft and approved minutes will be published on the website (www.chiltonfoliat.com) and on the village notice board. Hard copies can be made available, please contact: amcmath_cfpc@btinternet.com

Chairman

Date: