

CHILTON FOLIAT PARISH COUNCIL
Minutes of a Meeting of Chilton Foliat Parish Council
TUESDAY 12TH JULY 2022, 8pm, Chilton Foliat Village Hall

Attending: Cllr. Coome, Cllr. Hynes, Cllr. Campbell, Cllr. Quinton, Cllr. Stokoe, Cllr. Sutton, Cllr. Outridge, Louise Kawecki Coome (Minutes) and one member of the public

2000hrs Meeting Commenced

1. **Apologies for absence** received from Ann McMath
2. **Minutes of the meeting 10th May 2022** were approved as a true record and signed by the Chairman.
3. **To receive Declarations of Interest in accordance with the Code of Conduct and to receive requests for dispensation**-none received.
4. **Outstanding matters from previous minutes not itemised separately**
Environment Action Plan update – 22nd September is proposed date. Waiting for confirmation
5. **Planning: To receive new planning Applications:**
PL/2022/04526 - 75 Chilton Foliat (trees at back of square) - No Objection
PL/2022/03836 Carisbrooke Stud – No objection
PL/2022/05157 – Orchard Green – No Objection
 - a. **Upper Recreation Ground**
The developer is anxious to get on with handover. The Recreation Ground has to be inspected by Local Authority and the Chairman has asked to attend. Our position is unchanged – we will need to be satisfied that the ground is fit for purpose. Inspection Date to be confirmed by Chairman as soon as he has a date.
 - b. **Lower Recreation Ground**
The sublayer is on the road and on the footpath, as the developers are still hoping to be able to make the play area available ahead of selling houses. They intend to move the fence to other side of Plot 4 – so people can access Play Area but maintain site barrier fencing. Date to be confirmed but ideally in time for school summer holidays. The maintenance contract is in place for the 1st year with a 5 year warranty on equipment. The developer is to handover all paperwork so documentation will be held by PC. Regarding the road, they are hoping to get drains connected in the next couple of weeks with a traffic lighted partial closure. Installation of the “chicane” is scheduled for August during school holidays, also with partial closure and traffic lights.
Cllr. Campbell raised the issue of residents parking – they will not be able to park there whilst chicane is under construction. Developer is aware and will make alternative arrangements.
 - c. **Proposal for Council to approve plans for Tree Preservation Order for the Walnut Tree**
agreed by all. Cllr. Quinton to contact close neighbour for support. Chairman will apply for TPO
6. **Parish Steward– Cllr. Campbell**
One request has been raised to clear the footpath that runs from Littlecote Cottage to West Berkshire boundary – overgrown with bushes, weeds and brambles. Cllr. Quinton requested that the gutter alongside the pavement between the village gates and the last property on the B4192 be cleared as it was missed when the road sweeper came through In addition, the culvert at bottom of Crabtree Close will be put on the list for the next visit. The Clerk will speak to Wiltshire Council about regular clearance.
7. **Local Highways & Footpath Improvement Group (LHFIG)** Unfortunately, following the speed survey carried out on the B4192 at the west end of the village, Wiltshire Council have determined that there is no need for any restrictions.
 - a. **Proposal for Council to consider the installation of a pavement around No 71 the Square.**
Council considered the proposal. The area currently only has hatched painted lines. Cars avoid the lines when fresh but slowly encroach over time. Following discussion, it was agreed that Cllr.

Campbell should apply to get the scheme put onto the LHFIG list. Council also agreed to consider a “No Parking” sign on the wall of No. 71, subject to satisfactory agreement from the property owner.

b. Speed Indication Devices

Cllr. Campbell reported some issues with data collection from the SID on the B4192. All indications are that the display is working correctly. Cllr. Campbell has been in contact with the manufacturer who believes that there is a software problem and will be attempting to solve the issues remotely.

8. Signage for Recreation Ground & Play Area

The Developer is going to pay for the signage. Chairman will propose wording to Council, ensuring that it complied with the S106 requirements. The notice will need a phone number so Council agreed that a mobile phone will be bought so that the signage will not have to be amended if a personal phone number was used.

NB this only applies to the signs for the play areas themselves. Agreement will be needed with the school over use and therefore signage for the car park. Council will also need to continue with the proposal for a notice board in Crooked Soley.

- 9. Environmental Action Plan** – Cllr. Outridge reported that an article inviting the public is to be put into Whitton Ways once the September date has been confirmed. Regular meetings will be arranged subsequently. Cllr Outridge proposed that the Council should approve £100 to be called off when necessary to provide basic refreshments for the meeting along with printing of regular leaflets for distribution round the village, containing updates on progress and topical environmental subjects to maintain enthusiasm. Cllr. Quinton seconded the proposal, agreed by all.

10. Finance: see attached

a) Proposal to accept the financial report and list of payments to be settled

Cllr. Outridge proposed that the financial report be accepted. Cllr. Hynes seconded and all agreed.

b) Update on Charity Account – Cllr. Coome

Following the closure by HSBC of the Charity Account, a cheque was to have been sent. That has not happened. Chairman, after a lengthy conversation ascertained that the cheque was not sent as promised. HSBC has now promised to resend the cheque to the Chairman for deposit in the Unity Trust account.

c) Bank Reconciliation – Cllr. Outridge has signed off Bank Reconciliation

d) Financial Standing Orders update – Chairman proposed that Council adopt the revised Financial Standing Orders. This was seconded by Cllr. Campbell and all agreed. Cllr. Outridge is in the process of ensuring that the guide for the operation of the bank account is in accord with the FSOs.

e) SSEN Resilience Grant – Chairman reported that he had applied to SSEN for a grant for a standby generator for use at the Village Hall under their Resilience Scheme, following the repeated power cuts which have plagued the village over the last few months. This is intended to allow the Council to offer heat, light and limited refreshments if necessary.

f) Council to approve the establishment of the Finance Committee with the following members:

Cllr. Coome, Cllr. Outridge & the Clerk. Following a discussion, the original proposal for the establishment of a Finance Committee with the membership of Cllr. Coome, Cllr. Outridge & The Clerk was expanded to include Cllr. Campbell. This was proposed by Cllr. Coome, seconded by Cllr. Stokoe and agreed by all. Subsequent membership will be voted on annually at the AGM.

- 11. Platinum Jubilee** Cllr. Outridge reported that the Jubilee event went very well. The fund finished with a surplus of £650 and the committee have decided to distribute the funds by giving £200 to church, £200 to the Village Hall and £250 to the Parish Council with a strong recommendation that some money is spent on some form of permanent memorial such as a tree. As tree planting was part of the whole Jubilee celebration, that sounded most appropriate. Following a discussion, it was agreed to wait until the development had been finished so that the size, variety and location of tree(s) could be properly decided. – when rec areas open up, the Parish Council can walk around and decide where best to put such a tree.

- 12. Correspondence, matters of parochial interest and items for next agenda** - not for debate
Chairman has been contacted by a couple whose property backs onto the recreation ground asked whether they could purchase the small area in the southeast corner of the development. This is accessible from several properties. Chairman replied that, as it had been included in the

development for those properties, any approach would have to have agreement from affected parties. Those involved would need to agree before the Council would be prepared to consider such an arrangement.

The defibrillator has been out of action for several months. It is alleged that the door was left open which discharged the battery which then does not recharge. The battery has gone back to the manufacturer. There is a dispute over this as a new battery is £400 and this is the second time it has happened. Cllr. Quinton reported that there is no evidence it was opened. One of the Parishioners keeps a log of when it would have been opened but nothing has shown up. The Ambulance Service know it's out of action and Chairman will make sure that the village website is informed.

13. Date of next meetings: September 13th, November 8th, Jan 10th 2023, March 14th 2023, May 9th 2023.

Standing orders suspended

14. Public Forum – to receive questions from the public
A member of the public asked if there were any developments on removal of the electricity pole? Whilst there was an unsubstantiated rumour it was to be replaced, SSEN have not responded. Cllr. Campbell suggested that, if nothing was to be done about removing the pole, screening it could be considered, such as with a silver birch tree or similar.

Standing orders re-instated

The Council thanked Louise Kawecki Coome for taking the minutes.

2059 hrs Meeting Closed

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: ann.mcmath@chiltonfoliat.com

Chairman:

Date:

CHILTON FOLIAT PARISH COUNCIL
Summons to a Meeting of Chilton Foliat Parish Council
TUESDAY 12TH JULY 2022, 8pm, Chilton Foliat Village Hall
Financial Report June 2022

	Accounts	General	CIL	Charity	Totals	
Balances b/f:						
1 May 2022	Bank Balance	HSBC Account	£17,543.31	£14,403.08	£0.00	£31,946.39
1 May 2022	Bank Balance	Unity Trust Account	£1,000.00	£0.00	£0.00	£1,000.00
	Cashbook Balance (Total)		£18,543.31	£14,403.08	£0.00	£32,946.39
Payments settled:						
6 May 2022	May Bank Charges	HSBC Account	£5.00			£5.00
11 May 2022	Wiltshire Council - Speed Review	HSBC Account	£625.00			£625.00
11 May 2022	WALC Annual Subscription	HSBC Account	£152.71			£152.71
11 May 2022	Councillor's Expenses - P Outridge	HSBC Account	£7.65			£7.65
11 May 2022	Website Hosting Renewal	HSBC Account	£301.97			£301.97
11 May 2022	Churchyard Grant	HSBC Account	£250.00			£250.00
11 May 2022	April Orchard Green Cut *	HSBC Account	£30.00			£30.00
16 May 2022	Queen's Platinum Jubilee Event Contribution	Unity Trust Account	£250.00			£250.00
6 June 2022	June Bank Charges	HSBC Account	£5.00			£5.00
20 June 2022	Insurance	Unity Trust Account	£240.50			£240.50
21 June 2022	Parish Online	Unity Trust Account	£60.00			£60.00
22 June 2022	May Orchard Green Cuts (Invoice 28330) *	Unity Trust Account	£60.00			£60.00
22 June 2022	May Old Rec. Cuts (Invoice 28329) *	Unity Trust Account	£72.00			£72.00
30 June 2022	April - June Bank Charges	Unity Trust Account	£18.00			£18.00
	* Approved by Chairman under delegated power					
Income:						
23 June 2022	VAT Refund	Unity Trust Account	£265.11	£951.77		£1,216.88
30 May 2022	Bank Transfer (HSBC to Unity Trust)			£10,000.00		£10,000.00
31 May 2022	Bank Transfer (HSBC to Unity Trust)		£5,596.92	£4,403.08		£10,000.00
24 June 2022	Bank Transfer (HSBC to Unity Trust)		£10,000.00			£10,000.00
Balances:						
30 June 2022	Bank Balance	HSBC Account	£569.06	£0.00	£4,463.40	£5,032.46
30 June 2022	Bank Balance	Unity Trust Account	£16,161.53	£15,354.85	£0.00	£31,516.38
	Cashbook Balance (Total)		£16,730.59	£15,354.85	£4,463.40	£36,548.84
Items to be settled:						
	June Old Rec Cut	Unity Trust Account	£72.00			£72.00
	June Orchard Green Cut	Unity Trust Account	£30.00			£30.00
	Clerk's Salary	Unity Trust Account	£462.00			£462.00
	Clerk's Tax	Unity Trust Account	£102.00			£102.00
	July Old Rec Cut **	Unity Trust Account	£72.00			£72.00
	July Orchard Green Cut **	Unity Trust Account	£30.00			£30.00
	August Old Rec Cut **	Unity Trust Account	£72.00			£72.00
	August Orchard Green Cut **	Unity Trust Account	£30.00			£30.00
	** Advance authority requested					
Projected Balances:						
	Bank Balance	HSBC Account	£569.06	£0.00	£4,463.40	£5,032.46
	Bank Balance	Unity Trust Account	£15,291.53	£15,354.85	£0.00	£30,646.38
	Cashbook Balance (Total)		£15,860.59	£15,354.85	£4,463.40	£35,678.84