

**CHILTON FOLIAT PARISH COUNCIL**  
**Draft Minutes of a Meeting of Chilton Foliat Parish Council**  
**TUESDAY 10TH MAY 2022, 8pm, Chilton Foliat Village Hall**

*The Local Government Act of 1972, schedule 12 para 7 requires a Parish Council to hold an Annual Meeting each year during the month of May at which the Chairman and Vice-Chairman shall be elected.*

**Attending:** Cllr. Coome, Cllr. Hynes, Cllr. Campbell, Cllr. Quinton, Cllr. Stokoe, Cllr. Sutton,  
Cllr. Outridge and four members of the public, A McMath, Clerk (Minutes)

**Meeting commenced 2007 hrs**

1. **Election of Chairman and Vice-Chairman.** Cllr. Coome proposed for Chairman by Cllr. Outridge, seconded by Cllr. Campbell, approved by all. Cllr. Campbell proposed for Vice Chairman by Cllr. Coome, seconded by Cllr. Hynes, approved by all.  
Cllr. Coome, Chairman and Cllr. Campbell Vice Chairman duly voted in.  
Declaration of Acceptance of Office signed by Cllr. Coome as Chairman.
2. **Apologies for absence** - none received
3. **Minutes of the Meeting 8<sup>th</sup> March 2022.** The minutes were agreed as a true record and signed by the Chairman.
4. **To receive Declarations of Interest in accordance with the Code of Conduct and to receive requests for dispensation** – no declarations declared.
5. **Outstanding matters from previous minutes not itemised separately:** SSEN – Village wide Electricity Issues. Cllr. Coome reported that the issue of repeated power cuts was raised with SSEN, however SSEN advise they can only deal with individual complaints raised by householders and linked to postcodes. He therefore urges parishioners to contact SSEN individually to raise the issue of recent power cuts. Complaints should be logged at <https://ssen.custhelp.com/> Once the form is submitted, it will provide a reference number to keep track of the complaint. Alternately, the SSEN telephone number is: **0800 980 1395** Email address is: [customercomplaints@ssen.co.uk](mailto:customercomplaints@ssen.co.uk). This information will also be published on the website.
6. **Representatives to internal and external bodies:**  
Planning Committee - Cllr. Coome, Cllr. Hynes, Cllr. Outridge  
Village Hall Management Committee – Cllr. Quinton, Cllr. Coome  
Community Area Transport Group (CATG) – Cllr. Campbell  
Area Board - open to any councillor wishing to attend
7. **Planning:** To receive new planning applications  
It is noted that any planning matters that include Soley are to include Cllr. Stokoe and Cllr. Sutton as a matter of course  
PL/2021/09420 Recreation Ground, Stag Hill – still under discussion, PC has lodged comments  
PL/2022/01870 Land to the West of Soley – Refused consent by Wiltshire Council.  
PL/2022/02991 Mill Race House : work on trees in conservation area – no objection.  
PL/2022/03145 Newbury House – to go to planning committee.

**Recreation Ground Update:** the football pitch is due to be marked out. The developer is aware that more work is required for the surface. The Parish Council have no intention of taking on the responsibility of the recreation ground until they are satisfied that it meets appropriate standards for use. It must be fit for purpose.

**Popham Close Update:** developers are waiting for results of the planning application submitted some time ago. They aim to get roofs onto the houses by the end of August. A road closure is expected on 30<sup>th</sup> May and another road closure is planned to connect the sewers during the summer.

**West Berkshire Council:19/02979/OUTMAJ Walkers Logistics:** the PC objected on the grounds that site access considerations, both in the construction and working phase were not addressed. The PC mentioned 'not suitable for HGV' signage could be installed on B4001 as

condition of the planning application. It was noted that West Berkshire Council have previously agreed to install No HGV signage on B4192 and on B4001..

8. **Parish Steward:** Cllr. Campbell reported that the next visit from the Parish Steward will be mid-June (no visits in May due to undergrowth clearance at junctions). Last visit, the steward tackled some of the pot holes on B4192 from Littlecote Cottage to Hungerford. It was asked if Cllr. Campbell could request a road sweeper for Stag Hill and the main road. Any items to be addressed on the next visit to be sent to Cllr. Campbell.
9. **Community Area Transport Group:** the PC has one issue on the agenda – 40 or 50 speed restriction at West end of the village (B4192) from existing 30 mph sign to Manor Farm Cottages. The speed review was undertaken between 17<sup>th</sup> November – 24<sup>th</sup> November 2021, monitoring between Soley Lane and Manor Farm access gate. The mean speed measured at 51mph, (47.2mph from Manor Farm access gate to Soley Lane). Based on these findings, and the fact that there were no recorded deaths, serious injuries or collisions known to have occurred on this sector, the request for further speed restrictions is refused and this decision is unlikely to be reversed. The Parish Council is disappointed with this outcome which is unlikely to be reversed. Questions were raised as to what the recorded top incoming and outgoing speeds were during this period. Cllr. Campbell will explore options at the next CATG meeting including if the PC can progress the speed restriction themselves. It was noted that the village Speed Indication Device (SID) positioned on the B4192 did not return any data during the speed monitoring period.

10. **Finance:**

a) **Parish Account**

Cashbook Balance b/f £26,615.67

(\*includes CIL Payment Ref: Recreation Ground Dev.£22,469.72)

Items settled

Payroll Fee (HSBC) £78.00

Salary (HSBC) £462.00

HMRC (HSBC) £102.00

New Litter Bin (HSBC) ID VERDE 10831006 £255.12

Bank Charges (HSBC) (March, April) £10.00

Website Domain Name Renewal £302.16

**Income**

Precept £7,540.00

Cashbook Balance (HSBC) £31,946.39

Cashbook Balance (Unity Trust) £1,000.00

Total £32,946.39

Items to be settled

Bank Charges (HSBC) (May, June, July) £15.00

Wiltshire Council Invoice 90401675 (speed review) £625.00

Chilton Foliat Village Hall ref: £250.00

Queen's Platinum Jubilee Event contribution

WALC annual subscription – SUB22/23-55 £152.71

Councillor's expenses - P Outridge postage 7.65

Website Hosting Renewal Ref: INV 4087932 Cllr. Coome £301.97

Churchyard Grant £250.00

Projected Balance £31,344.06

Proposal to accept the financial report and list of payments to be settled by Cllr. Outridge, seconded by Cllr. Hynes. All in agreement.

b) **Charity Account**

Balance b/f £4,516.63

Items settled

Village Hall Payment £38.23

Bank Charges (HSBC) (March, April)	£10.00
Income	£0.00
Cashbook Balance	£4,468.40
Items to be settled	
Bank Charges (HSBC) (May, June)	£10.00
Projected Balance	£4,458.40

Proposal for Council to accept the financial report for the charity account by Cllr. Outridge, seconded by Cllr. Hynes, approved by all.

- c) **Bank Reconciliation** – completed prior to meeting – Cllr. Outridge
  - d) **Proposal for Council to approve costs for Insurance 2022/23.** Council agreed to go ahead with Select for Local Councils by Zurich Municipal. Quotation received for £240.50. Proposed by Cllr. Campbell, seconded by Cllr. Quinton agreed by all.
  - e) Proposal for Council to approve costs for Parish Online mapping for 22/23 £60.00 (£50 + VAT). Proposed by Cllr. Campbell, seconded by Cllr. Quinton agreed by all.
  - f) Proposal for Council to approve grass cut and maintenance arrangements for Orchard Green 2022 - Cut & Strim at £25 + VAT. Season ending in October. Proposed by Cllr. Campbell, seconded by Cllr. Quinton, agreed by all.
  - g) **Approval of Accounts for 2021/22**  
Proposal for Council to approve last year's accounts for onwards transmission to auditor by Cllr. Outridge, seconded by Cllr. Quinton, agreed by all.
11. **Environmental Management Plan:** Plans for the initial meetings were detailed. The aim is for a community initiative (wider than the PC), anticipated to include small projects under the umbrella of the Environmental Management Plan (informed by Wiltshire Environmental toolkit) A brainstorming meeting is planned to set broad goals and objectives before a public meeting is held. Cllr. Stokoe has contacted Action River Kennet (ARK) who are happy to attend the public meeting. It is proposed that there is a presence at the village Jubilee Event to gather ideas and record interest in the project, with the public meeting to follow later in the summer.
- Cllr. Stokoe presented examples of maps using Parish Online software which showed the parish boundary and an example of how layering can be used to build up a picture of what is in the parish. Environmental aspects such as species locations and target locations for conservation can be plotted on maps, as well as public footpaths, boundaries and PC assets. This is a valuable resource for the project (and beyond), to be used when planning and passing on information. Project teams will be able to access a map to suit their focus and will be able to plot, save and share results.
12. **Recreation Ground & Car Park** - Council to consider future plans and options for the area – item moved to item 15 to allow wider discussion.
13. **Correspondence, matters of parochial interest and items for next agenda** - not for debate SSEN Resilient Communities Fund – to be progressed to apply for a generator for village hall Road Closure Notice – 30th May for 5 days, B4001 from Junction of B4092 to Whitelock's Piece Email to Cllr. Coome regarding the recreation ground adjacent to Field View
14. **Date of next meeting:** July 12<sup>th</sup>, September 13<sup>th</sup>

#### Standing orders suspended 2105hrs

- 15. **Public Forum** – to receive questions from the public - One question, could the PC supply a breakdown of the duties of the Parish Steward? Cllr. Campbell can provide this.

### **Recreation Ground & Car Park**

Cllr. Coome met with the developers today. They are very well aware that the football pitch surface needs improvement. The area will not be handed over in May as previously planned due to the current condition. Work will continue over the summer with the aim to get it in a suitable condition for handover in the Autumn. Cllr. Coome stressed that this is only an aim, and handover is still dependent on condition.

It is recognised that there needs to be a longer discussion with the school regarding the car park. It will belong to the PC and a proper agreement is needed in consideration to how it is operated and ways of managing it. Currently the gates are locked out of school hours on safety and security grounds. There is plenty of time for representatives from the school and the PC to sit down and consider all aspects. Cllr. Coome asked for ideas and suggestions to be sent to him. He will arrange a meeting with the school and anyone else who has an interest.

It was asked if a delay to the handover of the recreation ground would impact the ability for the developers to sell properties in the current development, a prevention of sale if conditions, are not met? It was confirmed that the developers are aware of the Wiltshire Council timetable break points.

Cllr. Coome is to meet with school representatives and the District Councillor this week.

### **Standing orders re-instated 2111 hrs**

### **Meeting concluded 2112 hrs**

Draft and approved minutes will be published on the website ([www.chiltonfoliat.com](http://www.chiltonfoliat.com)) and on the village notice board. Hard copies can be made available, please contact: [amcmath\\_cfpc@btinternet.com](mailto:amcmath_cfpc@btinternet.com)

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Chairman

Date