



CHIPPENHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held on
Monday 8th January 2024 7pm
at Chippenham Village Hall

Present:

Parish Councillors: Nick Bennett (NB) (Chair), Suzanne Royston (SR), Ian Hawkins (IH), Julie Sheldrick (JW)
Other councillors: Cllr Huffer - left the meeting after reporting on item 23-24/111 at 7.17pm

The meeting was opened at 7pm by Cllr Bennett.

23-24/107 **Apologies for absence**

Cllr Wright – personal
Cllr Wajid - illness

23-24/108 **Declaration of Interest**

None

23-24/109 **Minutes of the last meeting**

Previously circulated minutes from the meetings held on 11th December 2023 were approved by the council and signed by the Chair as a true record.

23-24/110 **Public Participation**

None

23-24/111 **District Council Report**

Cllr Huffer reported on progress to align waste collection services across the UK and the particular issue for ECDC because of the long contract which is in place with the waste processor. She reported that ECDC may make their own arrangement in the interim so that they can access funding and also meet their recycling targets.

23-24/112 **County Council Report**

As per the written report from Cllr Lorna Dupre.

23-24/113 **Planning**

i. Neighbourhood Plan

1. To consider next steps – the council discussed the next step which is to consult with residents about a possible Neighbourhood Plan. It was agreed that there would be an Open Morning held in February where residents could come along to find out more information.

Action: Clerk to speak to NP consultant about Open Morning and write article for newsletter. Clerk to speak to consultant about grant funding and payments.

2. To formally designate the Neighbourhood Area – the council agreed with the boundary map provided by ECDC. **Action:** the Clerk to complete the form to designate the area.

ii. [21/01695/NSIP - Sunnica Solar Farm – to receive update](#)

The decision on the above application will now be made on 7th March 2024. The Inspectorate has asked for more information from Sunnica and Natural England.

iii. [23/01289/TRE – The School House – tree works](#) – no comments

iv. Tharp Arms public house – ACV – to consider renewing the ACV. – the Clerk reported that she had contacted a member of the pub owners syndicate and they are all in favour of the parish council progressing with the ACV. **Action:** Clerk to action ACV with East Cambs DC.

Planning Outcomes

23/01289/TRE – School House, tree works - approved

23-24/114 **Clerk's Report** – for information only

A verbal report of work undertaken was presented by the clerk.

23-24/115 **Play areas**

- i. To receive update on Pride of Place grant – three young native cherry trees, supports and irrigation poles have now been planted at the play area.

23-24/116 **Highway Matters**

- i. LHI bid – to consider options for funding bid. It was resolved to ask for traffic calming measures on the La Hogue bend including white lining. The council resolved to contribute up to £250.00 towards this work. **Action:** the Clerk to compile bid.
- ii. Access to public footpath – to consider improving access. Cllr Bennett has met with the landowner who is responsible for a section of the hedgerows on the verge leading to the public footpath in the Isleham Road. She has agreed to cut back the hedgerows as they are very overgrown.

23-24/117 **Village matters**

- i. Risk Assessment

23-24/118 **Financial Matters**

- i. Payments for authorisation – payments were agreed as per the Payment List.
- ii. Newsletter – to consider measures to increase advertising revenue – Cllr Sheldrick kindly offered to contact local businesses to help grow the advertising in the village newsletter.

23-24/119 **Policies & Council Matters**

- i. Sickness Absence Policy - to review and adopt- confirmed

23-24/120 **Property - Palace Lane properties – to receive updates**

No 10 – to review communication from letting agent. The council discussed the recent email from GD Estates. **Action:** the Clerk to contact contractors about repairs. She will also enquire about loft insulation for both properties.

23-24/121 **Items for the next agenda**

Internal auditor

Meeting closed at 8.30pm

CHIPPENHAM PARISH COUNCIL - PAYMENT LIST FOR JANUARY 2024

Payments

Vendor	Item	Cost	Auth 1	Auth 2
Liam Collis	Tree planting – labour and materials	£160.00		
Carter Jonas	Play Area Rent	£210.22		
Red Shoes	Payroll	£46.80		
HMRC	Tax/NI	£154.17		
Packhorse Fencing	Grass cutting	£493.14		
Npower	Electric	£34.63		
Julie Sheldrick	Reimbursement Land Registry Fees	£6.00		

Paid/To be paid by standing order/direct debit

S Hughes	Clerk's salary Jan 24	Confidential		
NEST	Pension for Dec 23	£53.85		
Liam Collis	Play area maintenance Jan 24	100.00		
F Froment	Bus shelter cleaning	£40.00		
GD Estates	Rental fee – Dec 23	£100.80		
SAB Estates	Rental fee – Dec 23	£48.00		
	Debit Card Transactions			
Wild Wales Seeds	Seeds for Play Area	£62.98		
Roots	3 x trees for Play Area	£96.00		

Receipts

SAB	Rental income 10 PL Dec 23	£800		
GD Estates	Rental income 8 PL Dec 23	£1200		
Lloyds	Bank Interest Dec 23	£43.65		