



CHIPPENHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held on
Monday 11th March 2024 7pm
at Chippenham Village Hall

Present:

Parish Councillors: Nick Bennett (NB) (Chair), Suzanne Royston (SR), Ian Hawkins (IH), Julie Sheldrick (JS)
Other councillors: District Cllr Kelli Pettitt - left the meeting after item 141/23/24

The meeting was opened at 7pm by Cllr Bennett.

- 23-24/137 Apologies for absence
Nick Wright (NW) – personal
Sana Wajid - absent
- 23-24/138 Declaration of Interest
None
- 23-24/139 Minutes of the last meeting
Previously circulated minutes from the meetings held on 12th February 2024 were approved by the council and signed by the Chair as a true record.
- 23-24/140 Public Participation
None
- 23-24/141 District Council Report
Cllr Pettitt reported that the ECDC portion council tax is remaining frozen for 11th year. This is largely due to two trading companies that have contributed £4.2million to the council's income. The council plan to roll out new black bins for general waste and food caddies by March 2026. Work is due to start on the new crematorium site at Mepal.
Cllr Pettitt left the meeting at 7.12pm.
- 23-24/142 County Council Report
As per the written report from Cllr Lorna Dupre.
- 23-24/143 Planning
i. Neighbourhood Plan – to receive feedback from Open Morning – Over 30 residents of mixed ages attended the Open Morning with some expressing an interest in getting involved in the Neighbourhood Plan process. The general consensus was that a Neighbourhood Plan is a good idea. Suggestions were put forward for ideas to include in the plan. The council discussed the impact on the councillors who had volunteered to work on the plan and also the workload for the Clerk. It was **resolved** to go ahead with the Neighbourhood Plan.
Action: the Clerk to update Ian Poole at Places4People.
ii. 21/01695/NSIP - Sunnica Solar Farm – the deadline for a decision has been postponed again until 11th April 2024.
iii. 24/0146/FUM – Staploe Medical Centre – Cllr Royston reported on their application. The council **resolved** to write in support of the application believing it is necessary to accommodate the growing number of residents in the area.
- Planning Outcomes
None
- 23-24/144 Clerk's Report – for information only

- 23-24/145 Play areas
Nothing to report.
- 23-24/146 Highways Matters
- i. It was noted that the potholes in the area are getting worse and more appearing without any remedial work to repair them. Councillors and member of the public are urged to keep reporting potholes and other road issues via the Cambridgeshire.gov.uk website.
 - ii. Village sign relocation - Isleham Road – the council will ask Highways if it is possible to relocate the Chippenham village sign on the Isleham Road due to it being obstructive to pedestrians accessing the public footpath. **Action:** Cllr Bennett to speak to Highways.
- 23-24/147 Village matters
- i. Risk Assessment – it was noted that the Chippenham sign in the Isleham Road, obstructs access to the public footpath.
 - ii. Staploe Medical Centre display – a display by Mereside Medical took place recently to explain to residents their plans for a new surgery in Soham.
- 23-24/148 Financial Matters
- i. Payments for authorisation – payments were authorised as per the Payment List.
 - ii. Grass cutting contract for 2024 – the council appointed Doug James to cut the village grass for 2024.
 - iii. Appoint internal auditor – Judy Broadway has been appointed as internal auditor for the financial year end 2023/24.
 - iv. Newsletter – thank you to Cllr Shedrick for contacting local businesses to try to increase the number of advertisers in the newsletter. The meeting also discussed the frequency of the newsletter and whether there is enough new content for it to be issued every two months. **Action:** the Clerk will consider other options.
- 23-24/149 Policies & Council Matters
- i. Lone Workers Policy – to review and adopt - approved
 - ii. Anti Bullying and Harassment Policy – to review and adopt - approved
- 23-24/150 Property - Palace Lane properties – to receive updates
- i. Windows – to consider options. the council will obtain quotes for replacement windows for both properties to gauge the cost involved. **Action:** the Clerk to get quotes. She will also speak to the agent to inform the tenants.
- 23-24/151 Items for the next agenda

Meeting closed at 8.30pm

CHIPPENHAM PARISH COUNCIL - PAYMENT LIST FOR MARCH 2024

Payments

Vendor	Item	Cost	Auth 1	Auth 2
Moy Home Maint	Loft insulation	£468.00		
Moy Home Maint	10 PL – new door lock	£81.00		
Places4People	Open Day preparation fee	£1687.44		
Newprint	Newsletter formatting and printing	£230.00		
J Allison Plumber	10 PL – replace float valves	£90.00		
Npower	Street Lighting	£38.68		
Npower	Street Lighting	£32.99		
SLCC	Membership *	£238.00*		

* Contribution of £154 from Cheveley PC due

Paid/To be paid by standing order/direct debit

S Hughes	Clerk's salary Mar 24	Confidential		
NEST	Pension for Feb 24	£53.85		
Liam Collis	Play area maintenance Feb 24	100.00		
F Froment	Bus shelter cleaning	£40.00		
GD Estates – 8 PL	Rental fee – Feb 24	£103.32		
GD Estates – 10 PL	Rental fee – Feb 24	£72.24		
	Debit Card Transactions			

Receipts

GD Estates	Rental income 10 PL Feb 24	£860		
GD Estates	Rental income 8 PL Feb 24	£1230		
Lloyds	Bank Interest Feb 24	£46.57		