

**CHIPPENHAM PARISH COUNCIL**

Minutes of an Ordinary Meeting held at the Village Hall on  
Monday 13<sup>th</sup> January 2020 7pm

Present:

Parish Councillors: NB, SR, FM, NW, IH, PF

Other councillors: JH

Members of public:1

Minute		Action
19-20/96	<p><b>Apologies for absence</b> NP – Cllr Parsons has offered his resignation due to work commitments. The council recognised his considerable contribution to the parish over his many years service and appreciated that it was hard for him to continue given the amount of overseas travel that his job involves. The vacancy will be advertised in the newsletter and on the village website.</p>	SH
19-20/97	<p><b>Declaration of Interest</b> NW – Sunnica. Has been approached by Sunnica</p>	
19-20/98	<p><b>Minutes of the last meeting</b> Minutes from the last meeting were signed as a true copy.</p>	
19-20/99	<p><b>Public Participation</b> None</p>	
19-20/100	<p><b>District Council Report</b> Cllr Huffer told the meeting that she had discussed the cricket clubs plans for a new pavilion with Emma Grima of ECDC with reference to CIL 123 funding. She has advised that the club put together a proposal for the district council.  Cllr Huffer told the meeting that the council was considering the feasibility of DNA testing of dog faeces to identify persistent offenders. This has been done by other councils and has resulted in a reduction of dog mess on the streets.  Cllr Fishpool asked Cllr Huffer about plans to improve road safety at the A14/A142 junction. There has been another accident caused by traffic backing up onto the carriageway. Cllr Huffer had no news at this time.</p>	
19-20/101	<p><b>County Council Report</b> No report</p>	
19-20/102	<p><b>Planning</b> i.19/00331/OUM – 10 dwellings land off Scotland End Cllr Royston reported that on 8<sup>th</sup> January the Lead Local Flood authority removed their objection but stated that they still want to see the shared soakaways removed and that this should be a condition of planning. The clerk will check the status of this application.  ii. Sunnica Solar Farm The office of Lucy Frazer MP has been in touch to try to organise a meeting (as requested by the parish council). The dates and times proposed were not suitable and so the clerk will respond and ask for another date/time. The meeting when it does go ahead will need to be chaired and planned. A briefing paper and links to the questionnaire results should be shared with LF before the event. The meeting will be specific to Chippenham.  SH – will draft a statement based on the results of the questionnaire which will be published on the village website. FM – suggested sharing the statement with other parish councils.</p>	SH

	<p>iii. CCC Climate strategy consultation All pc members to complete individually</p>	
19-20/103	<p><b>Play areas</b></p> <p>i. Allotment Hedge The hedge has now been cut back to improve visibility for pedestrians and motorists.</p> <p>ii. Play equipment maintenance NB to put together scoping document</p> <p>iii. Annual inspection Booked for April.</p>	
19-20/104	<p><b>Highway Matters</b></p> <p>i. Traffic Working Group NB has bought a ladder for the speed sign project. It will be kept in the village hall.</p> <p>ii. LHI bid FM will represent the council at the LHI panel meeting which is being held on Tuesday 14<sup>th</sup> January.</p>	
19-20/105	<p><b>Village Matters</b></p> <p>i. Risk Assessment Dog mess. NB would like to publish his complaint about dog mess in the newsletter. He will send it to FM for review. Work has been done to improve drainage outside 37 High Street. IH will monitor the impact of the work. PF reported that two cars have come off the road at La Hogue corner and one at Chippenham Fen. The clerk will again ask for the worn white central lines to be reinstated.</p> <p>ii. Emergency Plan WP will send the completed plan to SH for review and sign off. Chase up WP.</p> <p>iii. Noticeboards NB has restored the first noticeboard and is now working on the second one. Thank you to NB for taking on this work.</p> <p>iv. Newsletter The newsletter is now available in pdf format on the village website.</p> <p>v. Recent Criminal Activity Fordham garage – gang tried to drive off without paying. When challenged owner was beaten. Fordham – vehicle with wood chipper and chainsaws was taken.</p> <p>vi. Fireworks The council has received a complaint about the loud fireworks on NYE. Another notice will be put in the newsletter asking residents to be considerate and inform the council if fireworks are planned.</p>	
19-20/106	<p><b>Correspondence and Financial Matters</b></p> <p>i. <u>Policies</u> NP and FM to get together to finalise policies.</p> <p>ii. <u>Charity Accounts – trustees</u> Work is progressing to consolidate the accounts. The paperwork is currently with the Charity Commission. The clerk has been in touch with Snailwell regarding their share of the funds.</p> <p>iii. <u>Poors Land and Village Hall</u> The clerk will set up a meeting with PBW to discuss how best to register the land and</p>	

	<p>property belonging to the parish council and charity trusts.</p> <p>iv. <u>Bank signatories</u> SR - ongoing</p> <p>v. <u>Palace Lane rent and tenancy agreement</u> The tenancy agreement is now in place and all payments are being made on time including those to clear arrears.</p> <p>vi. <u>Website</u> The new website is working and content is being regularly uploaded.</p> <p>vii. <u>Grass cutting</u> The clerk will speak to the current contractor to find out if he is interested in the contract for 2020.</p> <p>viii. <u>Scoping documents for tenders</u> The parish council will be tendering for the work to repaint the two properties in Palace Lane. NB will prepare tender documents.</p>	
19-20/107	<p><b>Items for the next agenda</b></p> <p>New parish councillor Assign auditors Village hall representative Clerks contract</p>	

## FINANCIAL STATEMENT

### **PAYMENTS**

#### Cheques signed at the meeting

1170 £224.88 HMRC tax and NI  
1171 £43.20 Red Shoes, payroll  
1172 £210.22 Carter Jonas, play area rent  
1173 £144.98 N Bennett, ladder and noticeboard sundries  
1174 £215.00 Newprint, newsletter

#### Standing Orders and Direct Debits

26/12/19 £887.48 (£833.36 net) – admin  
Dec 19 £35.00 S Desborough - cleaning  
Dec 19 £130.00 KP Services – play area maintenance

#### Acacia Management Fees

12/19 £44.4 Proctor  
12/19 £ Bowers includes £60 tenancy agreement fee

### **RECEIPTS**

#### Bank interest

Dec 19 Lloyds Bank £1.07

#### Other

- Precept

#### Palace Lane – monthly receipt

Dec19 £740 10 Palace Lane  
Dec1 9 £795 8 Palace Lane including arrears of £55

#### Bank Transfers

9/1/20 £10,000 from savings to cheque account