

**CHIPPENHAM PARISH COUNCIL**  
Minutes of Ordinary Meeting held on  
Monday 9<sup>th</sup> January 2023 7pm  
at Chippenham Village Hall

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Present:

Parish Councillors: Fiona Maxwell (FM) (Chair) Nick Bennett (NB), Ian Hawkins (IH), Nick Wright (NW)

Other councillors:

Members of public: one

The meeting was opened at 7pm by Cllr Maxwell

**22-23/83 Apologies for absence**

Cllr Royston – illness

Cllr Huffer – illness

Cllr Wajid - illness

**22-23/84 Declaration of Interest**

NW – item 22-23/89 - dispensation has been granted.

**22-23/85 Minutes of the last meeting**

Previously circulated minutes from the meetings held on 12<sup>th</sup> December 2022 were approved by the council and signed by the Chair.

**22-23/86 Public Participation**

A member of the public spoke to the meeting about traffic issues, especially those involving agricultural vehicles in New Street and the recent issue of mud on the road.

It was acknowledged that this was a particularly bad event due to the wet weather. The council also noted the lack of response in clearing the mud, especially that splashed up the front of properties

**Action:** NW speak to Turners. Clerk to write a letter to Turners highlighting the issues of consideration for residents, use of mobile phones, speeding and mud on road.

**22-23/87 District Council Report**

No report

**22-23/88 County Council Report**

No support. The council noted the repeated lack of engagement from Cllr Schumann. Given that county council elections are not due until 2025, the council will write to Cllr Schumann and ask him to step down so that new representation for Chippenham and surrounding villages can be put in place

**Action:** Clerk to write to Cllr Schumann and Cambridgeshire County Council

**22-23/89 Planning**

i. 21/01695/NSIP – Sunnica Solar Farm

Cllr Maxwell updated the meeting on the Sunnica NSIP bid. Currently Sunnica are having to answer questions from Inspectorate. The next phase is producing the Statement of Common Ground. The Parish Council Alliance will produce this on behalf of affected villages. The next meetings are Open Floor Hearings from Tuesday 14-17<sup>th</sup> February.

ii. 21/01255/RMA – Land NE 37 & 38 High Street.

The clerk reported that a landscaping plan had been uploaded to the portal but the council had not been consulted. She has asked ECDC why.

iii. Naming of roads for new development off Scotland End – to respond to the council's email. The clerk reported that the council's proposal to continue the numerical numbering

in Scotland End for the new development had been rejected by ECDC as they had already decided that the two spurs should have new road names.

**Action:** Clerk to write to ECDC to highlight this decision is contrary to their own policy.

22-23/90 **Clerk's Report** – for information only

Attached

22-23/91 **Play areas**

- i. Annual Inspection – the council resolved to book the annual inspection with David Bracey who had quoted £150 for both play areas. The inspection will take place in April.
- ii. Wildflower areas – the clerk reported that the wildflower areas needed to be dug over and new seeds sown. The council agreed to ask Liam Collis to carry out the work.

22-23/92 **Highway Matters**

Agricultural Traffic – see public participation above.

22-23/93 **Village Matters**

- i. Risk Assessment – Cllr Fishpool reported that two vehicles had left the A11 at the La Hogue slip road (in separate incidents)
- ii. Recent criminal activity – Cllr Bennett reported that there had been an oil theft off New Street.
- iii. Coronation - deferred
- iv. CCTV – to receive a proposal from Cllr Bennett  
Cllr Bennett proposed the use of CCTV within the village to deter theft and speeding. The council agreed for Cllr Bennett to make further enquiries and report back at a future meeting.

22-23/94 **Financial Matters**

- i. Payments for authorisation – payments were authorised as per the Payment Schedule.
- ii. Quarterly reports – to receive and approve quarterly reports.  
Quarterly budget reports and bank reconciliations were received by the council. There were no questions.

22-23/95 **Property – Palace Lane Properties**

- i. 8 Palace Lane – to receive update – the matter pertaining to the previous tenant has been resolved.
- ii. 8 Palace Lane – requests from tenants. The request for minor updates to number 8 Palace Lane were **approved** by the council.

22-23/96 **Policies & Council Matters**

- i. Policies – to review and approve
  - a. Sickness Absence Policy  
The above policy was **approved**, there were no changes or updates.
- ii. Council logo – deferred
- iii. April meeting date – to reschedule to avoid Easter Monday.  
**Action:** the clerk will email councillors for availability
- iv. Election – publication and promotion of upcoming election. The meeting discussed the upcoming elections in May and the need to publicise them to the residents of the village.  
**Action:** Clerk will produce an article for the newsletter.

22-23/97 **Items for the next agenda**

Financial – internal control process  
Litter pick  
Auditor assignment

**Meeting closed 8.41**

## CHIPPENHAM PARISH COUNCIL

### PAYMENT LIST FOR MEETING 9<sup>th</sup> January 2023

#### Payments

Vendor	Item	Cost	Auth 1	Auth 2
HMRC	Tax and NI	£379.97		
Carter Jonas	Rent – New St play area	£210.22		
Red Shoes	Payroll – to end Dec 22	£46.80		
Npower	Electricity	£14.07		
NewPrint	Newsletter printing	£181.00		
Michelle Bolger	Sunnica – landscape report	£758.70		

#### 8 Palace Lane Project – approved delegated (minute 22-23/54 c.)

Vendor	Item	Cost	Auth 1	Auth 2
Liam Collis	Load skip	£130.00**		
SJ Electrical	EICR Inspection	£540.00		
Post Office	Postage to Bayliss x 2	£8.10*		

\* paid by debit card \*\*already paid

#### Paid/To be paid by debit card or standing order

S Hughes	Clerk's salary Jan 23	Confidential		
Sophie Hughes	Bus Shelter cleaning – Jan 23	£40.00		
NEST	Pension for Dec 22	£32.24		
Liam Collis	Play area maintenance Jan 23	£100.00		
St Andrews Bureau	Management fee @ 5% Nov 23	£48.00		
GD Estates	Management & letting fees – Dec 22	£718.80		

#### Receipts

SAB	Rental income 10 PL	£800		
GD Estates	Rental income Dec 22	£1200		
GD Estates	Electricity	£70.00		
GD Estates	8 Palace Lane – Heating oil	£379.68		
Lloyds	Bank Interest	£6.37		