



**CHIPPENHAM PARISH COUNCIL**  
Minutes of Ordinary Meeting held on  
Monday 13<sup>th</sup> March 2023 7pm  
at Chippenham Village Hall

Present:

Parish Councillors: Fiona Maxwell (FM) (Chair) Nick Bennett (NB), Ian Hawkins (IH), Suzanne Royston (SR)

Other councillors: Cllr Huffer up to item 132.

Members of public: one

The meeting was opened at 7pm by Cllr Maxwell

**22-23/128 Apologies for absence**

Cllr Wright – personal

Cllr Wajid - personal

Cllr Fishpool – absent

**22-23/129 Declaration of Interest**

Cllr Royston – item 22-23/134 ii. Scotland End naming – non pecuniary interest

**22-23/130 Minutes of the last meeting**

Previously circulated minutes from the meetings held on 13<sup>th</sup> February 2023 were approved by the council and signed by the Chair as a true record.

**22-23/131 Public Participation**

The council noted an email received from a resident regarding the precept.

**22-23/132 District Council Report**

Cllr Huffer reported that there are plans to install traffic lights at the A14/A142 junction. This will be funded by the levy from the Hatchfield development. She has expressed her concerns that this proposal may make the traffic at the junction worse and exacerbate the rat runs through the local villages including Chippenham and Snailwell.

Planning – the Enforcement Policy has been updated and will be put through committee at the end of the month.

Cllr Huffer left the meeting after this item (at 7.23pm).

**22-23/133 County Council Report**

The clerk has written to Cllr Count and Cllr Schumann but has not received a reply from either. She will contact another county councillor for advice.

**22-23/134 Planning**

- i. 21/01695/NSIP – Sunnica Solar Farm – to receive an update  
The Statement of Common Ground has been submitted. The landowners and Sunnica will not allow access to the farmland for an independent soil assessment.
- ii. Naming of roads for new development off Scotland End – to receive update.  
The clerk updated the meeting to say that ECDC had reviewed the naming/numbering scheme and agreed to number the houses at the far end spur but want a new road name for the near end spur as there isn't a logical numbering sequence available.  
**Action:** Councillors to suggest suitable names. The clerk will submit two names to ECDC for consideration.

- iii. [23/00149/LBC – Old School House, replacement timber sash windows](#)  
No objections
  
- iv. [23/00191/VAR – 1a & 1b Scotland End - To Vary Condition 1 \(Approved Plans\), 9 \(Boundary Treatments\), 15 \(Soft Landscaping\), 18 \(Driveway\) and 19 \(Phases\) of previously approved 20/00811/VAR \(originally 20/00194/FUL\) for construction of 2 No. Three Bed Detached Two Storey Dwellings with attached Single Carports, Access, Parking, on site Turning & Site Works](#)  
The council **resolved** to OBJECT to this application for the following reasons:  
The original permission was for carports so that there was adequate parking provision for two vehicles per house and enough turning space to allow each vehicle to leave in a forward gear. The garage doors have made this impossible and now parked cars are reserving back onto the access road to Scotland End

### Planning Outcomes

None

22-23/135 **Clerk's Report** – for information only  
Attached

22-23/136 **Play areas**  
A wooden upright in the U12s play area had rotted and broken at ground level. The post has been shortened and reset into the ground. Cost £40 plus screws.

### 22-23/137 Highway Matters

- i. Agricultural Traffic – Gary from Turners has agreed to meet with Cllr Bennett but as yet no appointment has been set.
- ii. 20 mph zone scheme – to consider scheme  
Cambridgeshire CC has launched a LHI scheme for 20mph zones. The council considered applying for New Street and voted in favour.  
**Action:** the clerk will complete the application form.

### 22-23/138 Village Matters

- i. Risk Assessment – nothing to report.
- ii. Recent criminal activity – Rosewood Stud, attempted break in.
- iii. Coronation – to receive update – the working group are awaiting the outcome of their grant application. Entertainers and food vendors are booked.
- iv. Grass cutting contract – to receive bid – the council had received a quote from their regular contractor for grass cutting for 2023. The quote had increased by 4% from the previous year. The council **resolved** to accept the quote.

### 22-23/139 Financial Matters

- i. Payments for authorisation – payments were authorised as per the Payment Schedule.
- ii. Additional bank signatory – to authorise additional signatory.  
Cllr Wajid has agreed to become an additional bank signatory. **Action:** the clerk will organise the necessary paperwork.

### 22-23/140 Property – Palace Lane Properties

- i. 8 Palace Lane – the council has approved the tenant's request to carry out garden landscaping.

### 22-23/141 Policies & Council Matters

- i. Policies – to review and approve
  - a. Lone Working Policy
  - b. Anti Bullying and Harassment PolicyThe above policies were **approved**, there were no changes or updates.
- ii. Election – to note actions required. Cllr Royston has produced a template to show how to complete the form for applicants. She will take the completed forms to ECDC.

- iii. Easter Holiday Cover – to arrange cover – 1-8<sup>th</sup> April – Cllr Maxwell will cover whilst the clerk is on annual leave.

**22-23/142 Items for the next agenda**

**CHIPPENHAM PARISH COUNCIL**

**PAYMENT LIST FOR MEETING 13<sup>th</sup> March 2023**

**Payments**

<b>Vendor</b>	<b>Item</b>	<b>Cost</b>	<b>Auth 1</b>	<b>Auth 2</b>
*Wel Medical	Replacement battery – defib	£192.00		
EBAC	10 PL – new handbasin	£482.64		
Cheveley PC/SLCC	1/3 cost of SLCC membership (£236/3)	£78.66		
George Collin & Sons	8 PL – repair to kitchen waste	£105.49		
Pettitt Boiler Service	8 PL – boiler service	£114.60		
Pettitt Boiler Service	10 PL – boiler service	£114.60		
Npower	Electricity	£13.87		
**Liam Collis	Play area repair – upright post	£40.00		
**Wel Medical	Replacement defib pads	£71.94		

\*approved in September 2022 but payment not taken by vendor

\*\*Payments added after agenda published

**Paid/To be paid by standing order/direct debit**

S Hughes	Clerk's salary Mar 23	Confidential		
Sophie Hughes	Bus Shelter cleaning – Mar 23	£40.00		
NEST	Pension for Feb 23	£32.24		
Liam Collis	Play area maintenance Mar 23	£100.00		
GD Estates	Rental fee	£100.80		
SAB Estates	Rental fee	£3.00		

**Paid by Debit Card**

Amazon	Timberfix Screws (for wooden uprights)	£25.98		
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**Receipts**

SAB	Rental income 10 PL Feb 23	£50.00		
GD Estates	Rental income Feb 23	£1200		
Lloyds	Bank Interest Feb 23	£13.83		

**Balance Transfers**

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