



CHIPPENHAM PARISH COUNCIL
Minutes of the Parish Council Meeting held on
Monday 12th February 2024 7pm
at Chippenham Village Hall

Present:

Parish Councillors: Nick Bennett (NB) (Chair), Suzanne Royston (SR), Ian Hawkins (IH), Nick Wright (NW)
Other councillors: Cllr Pettitt - left the meeting after reporting on item 23-24/126 at 7.24pm

The meeting was opened at 7pm by Cllr Bennett.

- 23-24/122 Apologies for absence
Cllr Sheldrick – holiday
Cllr Wajid – personal
Sally Hughes - illness
- 23-24/123 Declaration of Interest
Cllr Wright - 23-24/128 ii. Dispensation granted
- 23-24/124 Minutes of the last meeting
Previously circulated minutes from the meetings held on 8th January 2024 were approved by the council and signed by the Chair as a true record.
- 23-24/125 Public Participation
None
- 23-24/126 District Council Report
Cllr Pettitt confirmed that there is an East Cambs Full Council Meeting next week so she will have more information to share at our next meeting. Progress was reported to align waste collection services across the UK. Confirmation of any complaints regarding the speed bumps on the Mildenhall Road in Fordham should be directed to Highways so that they understand the frustration and volume of complaints that local residents are experiencing.
- 23-24/127 County Council Report
As per the written report from Cllr Lorna Dupre.
- 23-24/128 Planning
i. Neighbourhood Plan
1. An Open Morning has been arranged to take place in the Village Hall on Saturday 24th February from 10am to 12pm. This has been communicated in the Newsletter sent out this month. The Clerk has secured initial funding for the consultancy costs for the Open Day and Design Scheme.
Actions: Cllr Bennett to promote on Facebook in advance. Cllr Royston to ensure postcards advertising the event are distributed. Cllr Royston to clarify Aecom involvement and to clarify Councillors role on 24th February at the Open Morning.
2. To formally designate the Neighbourhood Area – Designation has been formally approved by ECDC.
ii. 21/01695/NSIP - Sunnica Solar Farm – 70 responses have been received to latest consultation. The decision on the above application will be made on 7th March 2024.

Planning Outcomes

The ACV for the Tharp Arms has been rejected as it does not qualify due to the application failing to demonstrate examples and specifics that illustrate its importance in the village.

Councillors **resolved** to consider reapplying with more evidence. **Action:** the Clerk to look into re-applying with the required evidence.

- 23-24/129 Clerk's Report – for information only
A verbal report of work undertaken was presented by the Chair.
- 23-24/130 Play areas
i. Nothing to report.
- 23-24/131 Highway Matters
i. LHI request for additional funding – Highways has requested an additional financial contribution of £400 for the current LHI scheme. This increase incorporates the change in location of the 30mph entering the village by the Cricket Club and extending white lines to decrease overtaking. CCC who are also increasing their contribution due to an increase in costs. All councillors agreed to this increase. **Action:** Cllr Bennett to liaise with Highways to confirm agreed to the additional payment.
ii. Access to public footpath – the hedge has been significantly cut back and will be maintained by the land owner moving forward. Village sign location on the B1104 should be reviewed to improve access - to be added to the next meeting agenda.
- 23-24/132 Village matters
i. Risk Assessment – Cricket and Bowls Club broken into at the weekend.
ii. Staploe Medical Centre Display – it was decided to combine the Neighbourhood Plan Open Day with the display by the Staploe Medical Centre to maximise attendance.
Action: Cllr Royston to liaise with Staploe Medical Centre
- 23-24/133 Financial Matters
i. Payments for authorisation – payments were agreed as per the Payment List. Action: Cllr Royston to set up and process.
ii. Grass Cutting contract for 2024 - decision to be deferred to next meeting.
iii. Appoint internal Auditor - decision to be deferred to next meeting.
iv. April Meeting - it was agreed to move the April meeting from 8th April to 15th April.
Action: Cllr Royston to communicate to all Councillors.
- 23-24/134 Policies & Council Matters
i. Flexible Working Policy - to review and adopt - confirmed.
ii. Leave Policy - to review and adopt - confirmed.
- 23-24/135 Property - Palace Lane properties – to receive updates
i. Windows - to consider options - decision deferred to next meeting.
ii. No 8. To consider a request to decorate utility - all Councillors approved the request.
Action: - NB to confirm to GD acceptance of No 8 redecoration of Utility.
iii. No 10 - to consider a quote to repair lock - all Councillors approved the quotation.
Action:- NB to confirm acceptance of quotation for a replacement lock.
iv. No 8 & 10 - to consider a quote of £470 per house to install loft insulation - all Councillors approved the quotation. **Action:** - NB to organise and book in.
- 23-24/136 Items for the next agenda
Grass Cutting Contract for 2024
Appoint Internal auditor
Village sign relocation on B1104
Palace Lane Windows - to consider options

Meeting closed at 8.10pm

CHIPPENHAM PARISH COUNCIL - PAYMENT LIST FOR FEBRUARY 2024

Payments

Vendor	Item	Cost	Auth 1	Auth 2
Npower	Electric	£35.94		
Parish Council Websites	Annual fee	252.00		
Newprint	Newsletter formatting and printing	£240.00		
P Cosgrove	Decorating supplies	£190.58		

Paid/To be paid by standing order/direct debit

S Hughes	Clerk's salary Feb 24	Confidential		
NEST	Pension for Jan 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 – Jan 24	£103.32		
GD Estates – 10 PL	Rental fee – Jan 24	£72.24		
	Debit Card Transactions			

Receipts

GD Estates	Rental income 10 PL Jan 24	£860		
GD Estates	Rental income 8 PL Jan 24	£1230		
Lloyds	Bank Interest Dec 23	£41.55		