



CHIPPENHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held on
Monday 15th April 2024 7pm
at Chippenham Village Hall

Present:

Parish Councillors: Nick Bennett (NB) (Chair), Suzanne Royston (SR), Ian Hawkins (IH), Julie Sheldrick (JS), Nick Wright (NW)

Other councillors: District Cllr Huffer present up to and including item 157.

The meeting was opened at 7pm by Cllr Bennett.

- 23-24/152 Apologies for absence and to note councillor resignation
Cllr Wajid has resigned with immediate effect.
It was agreed that a piece will be written for the next newsletter to advertise the two current councillor vacancies.
- 23-24/153 Declaration of Interest
Cllr Wright – item 23-24/158.2. Dispensation has been granted.
- 23-24/154 Minutes of the last meeting
Previously circulated minutes from the meetings held on 11th March 2024 were approved by the council and signed by the Chair as a true record.
- 23-24/155 Public Participation
None
- 23-24/156 District Council Report
Cllr Huffer told the meeting that the application process for housing for the Kennett CLT is now open. Priority will be given to past and present Kennett residents and then if there are still properties available, they may be offered to other local non-Kennett residents. They are a mixture of part-ownership and rented properties.
- 23-24/157 County Council Report
As per the written report from Cllr Lorna Dupre.
It was mentioned that the Local Highways Officer has been off on long-term sick leave which explains the lack of response for councils in East Cambs. **Action:** The Clerk will write to Cambs CC to enquire about cover for his role.
- 23-24/158 Planning
- i. Neighbourhood Plan – a meeting has been set up for 30th April to meet with the consultant to understand what the council and volunteers will need to do to start the Plan. Cllr Shedrick and the Clerk will attend.
 - ii. 21/01695/NSIP - Sunnica Solar Farm – the deadline for a decision has been postponed again until 20th June. Cllr Huffer was asked to speak to District and County Councils for both Cambs and Suffolk to ask for them to push for a decision.
There is a debate in the House of Commons on Thursday regarding solar on farmland. Neither of the local MPs are planning to speak or attend the debate. **Action:** the Clerk will request for a notice to be put on the Facebook page about the rally.
 - iii. 24/00246/FUL – 27 Scotland End – this application has been withdrawn.
- Planning Outcomes
None

- 23-24/159 Clerk's Report – for information only
- 23-24/160 Play areas
A fence post has been repaired. Dead shrubs are being removed and the buddleia cut back. The annual play inspection report has been received. There were no high risk items. Cllr Bennett has replaced the buffalo board on the climbing frame.
The following actions will be undertaken by Cllr Bennett:
U12 – Clean signs. Fit cushion to gate to prevent finger traps. Fill crack on helter skelter. Tighten chain connections on the basket swing.
Over 12s - clean signs, double skier and leg press need updated signage. Small goals need to be treated for rust and repainted. **Action:** the Clerk will get a quote for the goalposts.
- 23-24/161 Highways Matters
i. Village sign relocation - Isleham Road – there has been no response from Highways (see County Council report).
- 23-24/162 Village matters
i. Risk Assessment – it has been noted that some people are taking their dogs into the play areas. These areas are strictly no dogs allowed due to health and safety. A notice will be put in the newsletter.
ii. Village planters – to approve expenditure for summer bedding plants. The council approved a budget of up to £20 per planter for summer bedding and compost. **Action:** the Clerk will source the plants after the risk of frost has passed.
- 23-24/163 Financial Matters
i. Payments for authorisation – payments were authorised as per the Payment List.
ii. New bank signatory – to assign new signatory. Cllr Hawkins has offered to become a bank signatory. **Action:** the Clerk will send him the list of required information.
iii. Passwords – as per Financial Regulations 6.11. Copies of passwords are now held as per the Financial Regulations.
iv. Annual Parish Meeting – the Annual Parish Meeting will be at 7pm on 13th May 2024
- 23-24/164 Policies & Council Matters
None.
- 23-24/165 Property - Palace Lane properties – to receive updates
i. Windows – to note quotation received. A quotation for replacement windows has been received. **Action:** the Clerk will source a second quote.
ii. To note repair to door lock – a repair has been carried out to repair a door lock.
It was also noted that a faulty kitchen tap has been reported and a quote of £140 for replacement has been approved.
- 23-24/166 Items for the next agenda
Additional charity trustee

Meeting closed at 8.10pm.

CHIPPENHAM PARISH COUNCIL - PAYMENT LIST FOR APRIL 2024

Payments

Vendor	Item	Cost	Auth 1	Auth 2
Suzanne Royston	Refreshments for Open Morning	£13.60		
Microsoft	Extra storage	£19.99		
Red Shoes	Payroll	£46.80		
HMRC	Tax	£113.67		
CAPALC	Membership	£283.13		
Npower	Street Lighting	£34.04		
Rialtas	Software Support	£230.40		
Places4People	Neighbourhood Plan	£1817.88		
Micron	Door repair	£150.00		
David Bracey	Play Area Report	£180.00		
<i>*Liam Collis</i>	<i>Fence repair</i>	<i>£80.00</i>		
<i>*Pettitt</i>	<i>Boiler service 8 PL</i>	<i>£114.60</i>		
<i>*Pettitt</i>	<i>Boiler service 10 PL</i>	<i>£114.60</i>		

** submitted after publication of Payment List*

Paid/To be paid by standing order/direct debit

S Hughes	Clerk's salary April 24	Confidential		
NEST	Pension for Mar 24	£53.85		
Liam Collis	Play area maintenance April 24	£140.00		
F Froment	Bus shelter cleaning	£40.00		
GD Estates – 8 PL	Rental fee – Mar 24	£103.32		
GD Estates – 10 PL	Rental fee – Mar 24	£72.24		
	Debit Card Transactions			

Receipts

GD Estates	Rental income 10 PL Mar 24	£860		
GD Estates	Rental income 8 PL Mar 24	£1230		
Lloyds	Bank Interest Mar 24	£48.75		
Ely Design Group	Newsletter advertising	£8.00		
Suffolk Maids	Newsletter advertising	£32.00		
Cheveley PC	Contribution to SLCC membership	£154.00		
Groundworks	Neighbourhood Plan grant	£2921.00		

