

Chitterne Parish Council

Chairman: Councillor Charles Horsfall

DRAFT Minutes of the meeting of Chitterne Parish Council held on Monday 15th January 2024 at 7.00pm.

Present: Councillors, Charles Horsfall, John Dillon, Julia Hendrickse, Jane Bell, Graham Potter.

In attendance: John Terry - Responsible Financial Officer

Public Question Time Public Bodies

23/55 Acceptance of apologies for absence

Resolved: Councillor Kato O'Driscoll sent her apologies.

23/56 Minutes of the Full Council meeting held on Monday 13th November 2023

Resolved: Minutes approved and signed by the Chairman.

23/57 Dispensations

Resolved: None received.

23/58 Declarations of interest, members to declare any interest they may have in agenda.

Resolved: None given.

23/59 Exclusion of the Press and Public

Resolved: Not required.

23/60 Chairman's announcements

Councillors wish to express their sadness on learning of the death of Pete Sawyer. Pete's contribution to Chitterne was considerable. He was a pillar of the community; he not only devoted time to the Village Hall committee but he also spent a considerable amount of time and attention to 'Petenet' keeping the village well informed on matters of interest and importance. If ever there was a call for volunteers in the village to carry out some tasks, however menial, Pete was always there. He will be sorely missed in Chitterne. Our sincerest condolences to Jan.

23/61 Councillor Vacancies & Co-option

- Council still has one vacancy.
- Council has actioned the publicity concerning this one vacancy. No applications have been received.

Resolved: To continue to seek an additional councillor

23/62 Clerk Vacancy

An application has been received

Resolved: Following discussion, the Staffing Committee will take this forward, review and report back.

23/63 Planning Applications None of any note received.

23/64 Correspondence

- Email from the Village Hall Committee received regarding financial matters and request for funding.

Resolved: Cllr Dillon to attend the next Village Hall Committee meeting and discuss in further detail.

- Request to assist with refurbishment costs of the Village War Memorial.

Resolved: A contribution of £250 was agreed subject to necessary approvals.

23/65 Banking, Assets & Finances

- Treasurer's and P&L accounts, Balance Sheet and Asset Register updated.
- Bank balance £13,141.96 at 09.01.24

Resolved: Agreed

- The budget (dated 15.01.24) for 2023/24 was presented and discussed.

Resolved: Budget approved.

23/66 Receipts & Payments

Payments made

Brian Lee	£110.00	PAID
ROSPA Play Equipment Safety Report	£174.00	PAID

Payments to be made:

Charles Horsfall - purchase of shed materials	£183.70	APPROVED
Village Hall hire Jan 24	£15.00	APPROVED
Dorset Hire - excavator for The Cut	£336.00	APPROVED

Receipts due:

Allotment Holders Rent	£230
Village Hall - shed contribution	£250.00
VAT Reclaim	£248.00

23/67 Reports from Councillors

Councillor Dillon - Allotments, Village Hall Liaison, Kings Head Pub, Environmental

Allotments

- Rent for year 2022/23 is still outstanding from four allotment holders. Further reminders will be sent.
- With regards the transfer of the allotment site to the PC, transfer documents have been received and the PC is currently taking legal advice.

Chitterne Community Pub Group (CCPG)

- An invitation from the Community Ownership Fund has been received to apply for a grant of up to £300,000 - this is currently being assessed by the Group.
- The Group has also been awarded around 40 hours of support from Plunkett to assist with the application.
- Regular monthly Pub Group meetings are taking place.

Village Hall

- Plan to attend the next Trustees meeting on 24th February 2024.

Environment and Sustainability

- No progress - overtaken by winter dormancy.

Councillors Bell & Hendrickse - LHFIFG & Traffic

- The Wiltshire Council's Traffic member will be visiting Chitterne in the near future to discuss various options available to the village to help mitigate the issues relating to traffic passing through the village on the B390 and C22

Councillor Hendrickse - chitterne.com

- The history of Chitterne has been added to the website. Information concerning the Cricket Club has also been added and Chit Chat will be added soon.
- Sue Robinson will be sending information on walks round the village that have been compiled by Dave Robinson.
- The Village Hall have been approached for their information to be added, as has the WI.
- The email facility may be available in due course.

Councillor Horsfall - Chitterne Brook (The Cut), Playing field & Cricket Club Liaison, MOD Liaison, Trees

Chitterne Brook /The Cut:

- Work removing silt from the Cut in the Autumn appears to have paid off. Further work is planned in 2024.

- MOD's contractor Landmarc will continue further clearing of the verges and watercourse either side of the road from Middle Barn to the village.
- Parish Council will be removing more silt from the Cut at a number of stretches in the village that were not accessed in 2023.
- It is hoped that landowners towards Codford will also continue to remove silt and obstructions from the watercourse to allow for improved flow.

Playing field:

- A new shed has been erected on the playing field where the Parish Council's flood equipment is now stored.
- Further work will be needed to make the shed watertight.
- The Parish Council is very grateful to the Seymours at Chitterne House for storing the flood equipment for several month while the shed was being built.
- The stone boundary wall separating the playing field from the footpath along the Cut is becoming increasingly unstable in several places and poses a risk.
- Moles are active and arrangements have been made for their removal.

Trees:

- SSEN have visited the village again and plan to attend to trees in and around the village that could cause problems to HV and LV lines.

Councillor O'Driscoll - Parish Steward, Play Area Safety

Parish Steward (PS)

- Has been asked to focus on drains and gutters, and especially those leading into the Cut
- Resolved:** continue to record PS output for the remainder of the year and then action as agreed.

Play Equipment

- Further to on-site inspections by Councillors following the ROSPA inspection

Resolved:

- Zip Wire to be opened with immediate effect.
- Pod swing to be opened with immediate effect.
- Swings to remain closed until remedial work identified in the ROSPA report has been carried out.

Councillor Potter - Wiltshire Police Liaison, Neighbourhood Watch

- The Rural Crime and Neighbourhood Watch teams have been active in the village following a spate of burglaries and other criminal activity in the area before Christmas.
- Council will be requesting the installation of ANPR (Automatic Number Plate Recognition) technology on the B390 to help detect, deter and disrupt criminal activity. Travelling criminals and organised crime groups are reputed to be using the road to avoid being caught.

Paul Johns - Flood Warden and Flood Equipment

- Paul Johns has given notice but has agreed to stay on until a replacement is found

Resolved: Request for a volunteer to be advertised within the village.

23/68 Other Matters

Community Emergency Plan

Councillor Potter will draft a plan to be discussed at the next PC meeting on 11th March

General Risk Assessment 2023/4 to be readopted

Resolved: Approved

Brian Lee to carry out specific tasks in the village.

Resolved: Agreed subject to an acceptable letter of engagement by concerned parties.

Wiltshire Council Local Plan

- This has been widely advertised locally.
- Individual residents are encouraged to respond directly to Wiltshire Council by the methods advertised.

23/53 Any Other Matters to Report

None

23/54 Date of Next Meeting will be on 11th March 2024.

All are welcome to attend.

Meeting ended at 20.23pm

Signed Councillor Dated