BROAD CHALKE PARISH COUNCIL

Minutes of the 1020th Meeting of the

Broad Chalke Parish Council

held at the Village Hall, Broad Chalke on

Wednesday 11th December 2019 at 7:30 p.m.

ATTENDANCE

Mr T Hitchings (Chairman)

Mr M Pickford

Mr J Allison

Mr D Gilbert

Mr T Cave-Gibbs

Mrs H Newman

Mr M Ash Clerk to Bishopstone Parish Council and Katie Fielding, County Secretary of Wiltshire Association of Local Councils were in attendance for Agenda item 5, Mr Ash also stopped for item 6. The Chairman agreed to take item 5 first.

The Clerk, Mr C Rothwell was in attendance.

1. Apologies for absence. Apologies were received from Mrs R Holland, Mr J Dutson and Mr E Fry and were accepted by the Meeting.
2. To record declarations of interest from Members regarding items on the Agenda.

There were none.

1. Chairman’s Announcements. There were none.
2. To approve the Minutes of the previous meeting as a true and accurate record.

These were approved and signed by the Chairman.

1. Presentation from WALC

Katie Fielding answered questions raised by Council Members. A summary is appended to these Minutes.

1. Clerks Report
	1. **To update on items from the previous Meeting**
* Following the resignation of Councillor Mr R Hitchings the Clerk had contacted Wiltshire Council and Notice of election expiring on 19 December has been posted.
* Summarising ROW inspections remains outstanding.
* Low Lane Footpath. The Clerk had written to the resident indicating first conversation will be with the Parish Steward and then Wiltshire Council’s ROW Officer. Councillor Fry had spoken to the Parish Steward and was advised that he was not able to assist.
* SID’s. The Clerk, together with the Clerk of Bishopstone PC, had been in correspondence with Wiltshire Councillor Mrs Wayman indicating that the Practice Note should be withdrawn and that both parish councils required confirmation of this in writing, or if no written confirmation of its withdrawl was received by 4 December 2019, both parish councils would take this as confirmation that the Practice Note did not apply. The latter being the position the Clerk wrote to Mrs Wayman stating this. There was discussion about maintenance of the SID and responsibility for costs and in principle it was considered that the partner parish councils would be responsible proportionately to the original investment.
	1. ***To approve Code of Conduct for Parish Councillors.*** This was considered in Draft at the November Meeting where minor amendments were suggested. These have been incorporated into the final Code of Conduct that was agreed by the Meeting and signed by the Chairman.
	2. ***To consider support for Wiltshire Council’s Real Madrid Football Coaching Scheme.*** The Clerk had circulated with the Agenda details of a scheme that WC were promoting where one young person from each parish could be sponsored to attend this week long coaching course and where WC would fund half the costs if parish councils fund the other 50% (circa £101.00). The Clerk advised the Council that it did not have the powers to fund such a scheme as currently conceived. The Council expressed support in principle if WC could fully fund, and that a young person could be nominated through the good officers of the school. Councillor Mrs H Newman to make enquiries with the Headteacher and The Clerk to advise WC of the Council’s position.
	3. ***To receive an update on the hours worked by the Clerk.***

The Clerks total hours of work in November had been 17.5 hours.

1. To receive questions on the 2020/2021 Precept and Budget agreed at the November Meeting.

The Chairman reminded the Meeting that the Precept had been agreed at the November Meeting at £8468.00, being an increase on current year of 21.97% or £4.74 per year for a Band D property. Whilst this appears a large increase for the year there are a number of costs that have previously been absorbed outside the Council’s budget that now need to be accounted for. Despite this, Broad Chalke’s precept will remain lower then neighbouring Parishes.

Council discussed the budget and increase to the Precept; the reasons for this increase; and the draft article for the Broadsheet. All were approved.

1. To review the schedule and frequency of Parish Council Meetings for 2020/2021

Following discussion the Council agreed to maintain Parish Council meetings monthly on the second Wednesday of each month.

1. To Consider Parish Council Priorities for 2020/21*.*

The Clerk sought direction from the Council on priorities it may wish to establish for the coming year in its community leadership role. The Clerk set out a number of priorities the Council must conclude:

* Complete the review of procedures
* Complete registration as an Employer, unless alternative mechanism could be identified
* Support completion of the Neighbourhood Plan and Referendum.

Priorities the Council should consider included:

* Establishing a Flood Plan
* Finding ways to make the Council relevant to residents
* VE Day Celebrations in May 2020

Priorities that could be considered

* Climate change
* Recycling
* Stronger communities/co-operation

Priorities will be further considered at the January 2020 meeting.

1. To receive an update on Section 137 grants

No new applications have been received.

The application from the Broad Chalke Archives has been withdrawn as costs will be funded by the Horticultural Society. A new application might be submitted in due course.

The Clerk had enquired about use of the balance of R2 funds for the Chalke Valley Sports Centre application, as agreed at the November meeting. Wiltshire Council has stated that R2 funds cannot be used for the use stated on the CVSC application. The Clerk reminded the Council on the discussions at the November meeting and the Council’s agreement that the sports centre is a Parish Council asset. Following discussions there was a vote and unanimous agreement to fund £400 of the £800 requested and to reclaim VAT on the works costs where applicable.

1. To agree Playground Inspection procedure

Councillor Tim Cave-Gibbs outlined the RoSPA inspection regime and the recent Action Plan works implemented. The Council approved monthly inspections using the check-list RoSPA has produced.

Council also agreed to signage being installed at the playground and Councillor Mr T Cave-Gibbs to discuss with Bishopstone Clerk the appropriate wording.

1. To consider VE Day 75 Celebrations on the weekend of 8-10th May 2020

The Clerk briefed the Meeting on the SaFFA celebrations. The Council agreed to be part of the Celebrations and to discuss more fully at the January meeting.

1. To consider Planning Applications

19/11045/FUL Replace existing porch and single storey extension, Replace existing porch and cloak room (re-submission of 15/09442/FUL)

The Council supported this application.

19/11071/FUL Proposed first floor and single storey extension and alterations, Northover House, South Street

The Council supported this application.

1. Finance

The following payments were approved;

* C Rothwell £63.46 for playground equipment, stamps and stationery.
* SLCC Annual Membership £78.00
* Place Studio for Neighbourhood Plan £1,785.00

Balance on accounts:

Lloyds: £11,863.02

Nat West: £14,168.20

The Clerk advised that these balances include Neighbourhood Plan grant and so are not the true Reserves of the Council which are less.

1. Standing Agenda Items

No reports on Highways from Councillor Fry.

1. Any business to be addressed at a future meeting

Annual Parish Meeting to seek to make this more relevant to residents.

1. Confidential Matters

Deferred until future meeting.

1. Date of Next Meeting

Wednesday 8 January 2020 at 7.30pm

The Meeting closed at ended at 9.32pm

**Signed as a true record by the Chairman of the Council**

**Signature:**

**Name:**

**Date:**

**SUMMARY OF WILTSHIRE ASSOCIATION OF LOCAL COUNCILS**

**See separate document**