BROAD CHALKE PARISH COUNCIL

Minutes of the 1009th Meeting of the

Broad Chalke Parish Council

held at the Village Hall, Broad Chalke on

Wednesday 9th January 2019 at 7:30 p.m.

ATTENDANCE

Mr T Hitchings (Chairman)

Mr R Hitchings (Vice-chairman)

Mr M Pickford

Mr E Fry

Mr J Allison

Mr D Gilbert

Mrs R Holland

Mr T Cave-Gibbs

Apologies had been received from: Mr J Dutson and The Clerk, Mr S Whitmore

The Assistant Clerk, Mr C Rothwell, was in attendance.

Mrs H Newman was present for the entire meeting.

1. Minutes of the previous meeting

The Minutes of the December 2018 meeting to be amended to:

1. Include the current precept level at Item 5.
2. Record at Item 9.2 in relation to Doves Meadow properties that there is a Private Right of Access within the property deeds.
3. Matters arising
   1. *Fencing at the Millennium Memorial*

The Clerk to update on the position with the Parish Council making a contribution of £200 to Richard and Katie Jowett as they would be fencing the entire perimeter of Bury Orchard.

* 1. *Village map*

The Chairman had not received the amended map as yet.

* 1. *Playground fencing*

It was agreed that commissioning of the work to await outcome of grant application to Wiltshire Council Area Board. TC-G to liaise with the contractor.

* 1. *Telephone Box/Defibrillator*

The Clerk reported that awaiting update from Community Heartbeat Trust

* 1. *Maintenance of village culverts*

There was a discussion as to responsibilities for maintaining culverts and drains following recent localised flooding events and the state of pot-holes in a number of village roads.

The Assistant Clerk had been in contact with the Support Officer from Local Highways in connection with the Parish Steward scheme and had obtained a schedule of the dates the Steward is allocated to Broad Chalke maintenance: January 16th and 17th; February 13th and 14th; April 10th and 11th. A Schedule of the functions of the Parish Steward was presented to the Parish Council and is appended to these Minutes together with the pro-forma report template. The Assistant Clerk confirmed that only discretionary works are undertaken by the Stewards. Statutory Highway matters should be reported through the ‘My Wiltshire’ on-line reporting system.

Identifying works and their priority is undertaken by the Parish Highways representative.

Following discussion EF volunteered to undertake this role on behalf of the Parish.

It was agreed that:

* + - 1. The Assistant Clerk would advise the Support Officer that EF is the Parish Representative.
      2. That the Parish Steward priorities would be included as a standing item on Parish Council Meeting Agenda’s.
      3. RH would seek further clarification on repairs to pot-holes from Mr Richard Clever, Cabinet Member for Wiltshire Council, with whom she is currently liaising about highway maintenance works and available funding.

1. Planning Consents/Applications/Refusals
   1. **Consents**

18/102662/FUL Erection of a single storey rear extension to form study, bedroom and bathroom. Widening of parking bays and improved pedestrian access at Hillside, South Street, Broad Chalke, SP5 5DN.

18/11102/TCA Kings Old Rectory South Street Broad Chalke Salisbury Wiltshire SP5 5DH T1 – Hornbeam – Crown raise by 3 metresT2 – Swamp Cypress – Reduce back overbearing limbs on eastern canopy up to 3 metres T3- Willow – Fell T4- Sycamore- Fell T5/T6 Willows – Reduce canopy up to 4 metres T7 – Poplar – Clean up storm damage at approx. 6 metres

18/10990/TCA Reddish House South Street Broad Chalke Salisbury Wiltshire SP5 5DH T1/T2 – Leylandii Cypress trees – fell T3/T4 – Western Red Cedar trees – fell

18/10929/TCA Bramleys South Street Broad Chalke Salisbury Wiltshire SP5 5DH T1 – Acacia tree – reduce crown by 25% T2 – Walnut tree – reduce crown by 25%

18/08433/FUL Penny Cottage High Road Broad Chalke SP5 5EH Demolition and replacement of garage and construction of garden shed

* 1. **Applications**

There were none.

* 1. **Withdrawals**

There were none.

1. Clerk Appointment

Mr Rothwell has accepted the role from April 2019 and was deputising at this meeting in the absence of The Clerk. Membership of the Society of Local Council Clerks has been agreed and funded by the Parish Council and this would enable access to training, advice and support.

1. Any other business
   1. *Car parking around The Queens Head and the bungalows on The Causeway/Valley Road*

MP expressed concern at parking at this pinch point and the dangers it presented. After discussion and possible options to consider e.g. double yellow lines being ruled out it was concluded that the 20MPH limit in this area did help to reduce the risk, as did the use of SID on entry to ‘the village centre’. No further action was proposed at this stage.

* 1. *National Initiatives*

The Assistant Clerk informed the Parish Council about the Government’s consultation on plans to introduce new measures for felling street trees and on the Government’s consultation on technical changes to Community Infrastructure Levy. No action required. It was agreed to have an item on the Parish Agenda for matters that are relevant to the Council.

* 1. *Broadsheet Article*

The Assistant Clerk advised the Parish Council on the proposed content of the next edition.

* 1. *Annual Parish Council Meeting*

Provisional Date for the 2019 meeting is 8 May.

1. Date of next meeting

13 February 2019.

There being no further business the Meeting ended.

Please see below for an overview of the Parish Steward Scheme and attached for the Priority Sheet.

1. The Parish Steward is a skilled highway operative, in a branded vehicle, who visits parishes and

towns to a schedule.

1. The Parish Steward only undertakes work on the highway.
2. The Parish Steward scheme delivers the work without mechanical assistance.
3. The parish or town council has a nominated highway representative who decides the local

priorities for the Parish Steward.

1. The identifying and issuing of works is undertaken by the parish or town council

representative.  Preferably through the Priority Sheets issued. However this is not essential and contact can be made direct with the Parish Steward by the parish/ town representative.

1. The works identified by the highway representative are given priority for when the parish steward

visits.  Hence requests for other identified works by the Parish Steward are only undertaken if resources allow.

1. All the Local Highway discretionary services are delivered by the Parish Steward Scheme.
2. The Parish Steward will feedback to the parish or town council as requested.  If the parish or town

council wish the Parish Steward to phone before or after their visit (or at both times) they will need to state this on the Priority Sheet to commence the arrangements.

1. The Parish Steward Scheme is only for discretionary works.  Any statutory work (pot holes,

damaged statutory signs, etc.) should be entered on to the MyWiltshire System for Wiltshire Council to inspect and assess the appropriate response.  As leaving statutory or safety work to the next Parish Steward visit will slow the response and could put the safety of highway users at risk.

10. The schedule of the Parish Steward visits is based upon the geographical size of the parish.