BROAD CHALKE PARISH COUNCIL

Minutes of the 1067th Meeting of the

Broad Chalke Parish Council

held at the Village Hall, Broad Chalke on

Wednesday 13th March 2024 at 7:00 p.m.

ATTENDANCE

Mr T Hitchings (Chairman)

Mr T Kimber

Mrs E Richter

Mr S Carter

Mr S Dawes

Mr M Altham

Ashley Truluck and the Clerk, Mr C Rothwell were also in attendance.

Wiltshire Councillor Nabil Najjar and Mr J Fry attended for part of the meeting.

1. To receive apologies for absence. M Pickford, Mr J Allison, PCSO S Ward, Mr C Littlemore.
2. To record Declarations of Interest. None.
3. Chairman’s announcements. There were none.
4. To approve the Minutes of the Meeting held on 14 February 2024. Agreed.
5. Matters Arising. There was discussion on arrangements for recognising the 25 years’ service to the village undertaken by Edward Fry. It was agreed this should be marked at the Annual Parish Meeting and the Chairman to write to Edward.

The Clerk reported that there had been no update on the Affordable Housing Application from Wiltshire Council.

Sports Ground Lease- to satisfy National lottery requirements an application to the Land Registry has been made by Trethowans. There will be additional fees for this.

Date of the first Village Working Party is Friday 22 March 0930-1130 and work on Low Lane planned.

1. Update on Speeding Initiatives
* Mr C Littlemore sent his apologies but wished to raise concerns about speeding on High Lane.
* Second SID. This has now been purchased following generous private donation and will be erected by TH in the next week, initially on High Lane.
* C12 Speed Assessment. There had been a surprising development from Wiltshire Council following a period of a number of months where no information had been forthcoming. Cllr Najjar was able to report that the Director of Highways had now agreed that the assessment should be undertaken along the whole length of the C12 at no cost to the Parish Council, a position that the Parish council together with Bishopstone PC had argued at the start but which had been turned down. The results are awaited.
1. Update on Neighbourhood Plan refresh.

Cllr Carter gave a presentation to the Council. Copy of the slides form part of these Minutes.

The Clerk then circulated a draft Planning Matrix that also form part of these Minutes.

The Project Team of Cllr Carter, Cllr Hitchings, Ashley Truluck and the Clerk, together with support from members of the original NP Team and Place Studio consultants (assuming grant application to be made in April is successful) to report regularly to Parish Council on progress.

There was discussion on what the ‘Refresh’ might look like, with a desire to maintain a manageable process based on the excellent ‘Made’ Plan that is in place to 2026. Much will depend on any new Local Plan requirements (expected end of 2025) and Government legislation that needs to be reflected in the Refreshed Plan. The expectation at this stage is that the Refreshed Plan with show ‘Material’ changes requiring ‘examination’ but that changes are probably not going to be ‘Substantive’ unless there are major new Policy and/or development requirements identified. Should this be the case then full process, including Referendum, will be required.

Ashley commented that Policy changes that are the result of Local Plan or Government Legislation will be incorporated into the Refresh and that Place Studio will be best placed to advise the Council as they will have the expertise and connections with Agencies to identify what these are.

It is recognised that the Refresh is an opportunity to look afresh at Village priorities and aspirations and to consult residents on what their needs are. The Annual Parish Meeting is one opportunity to do this.

There are guidance documents and Cllr Carter and the Clerk have reviewed these. Ashley suggested that the Neighbourhood Plan Road Map should also be consulted. Ashley to provide details.

* Progress on the Action Plan (page 99 of the Plan). To be agreed at the April meeting with a view to reporting to the Annual Parish Meeting in May.
* Planning Checklist. Cllr Mrs Richter had circulated an initial draft for further consideration and to bring into use from April meeting. All Councillors to review and comment. Copy to be forwarded to Ashley.
* Saxon Cross. Cllr Kimber updated the meeting on outcomes of his investigations. It was concluded that recreating a carved stone cross taking design from the section in All Saints Church is cost prohibitive with estimates received ranging from £20,000 to over £55,000. This is not an effective use of funding (even if it could be raised externally) and so discussion centred on how it might be possible to ‘celebrate’ that there had been a cross, and to tell the story, but to achieve a modern interpretation with wider benefit.

The Council discussed a range of approaches and concluded that a carved wooden notice board on the village green might be an appropriate way to do so. Cllr Kimber to explore this further, and particularly with the Chase and Chalk Landscape Partnership with a view to submission of a grant application prior to the end of this month. Ashley advised of a new Heritage grant that could be possible source of matched funding and will provide details to the Clerk and Cllr Kimber.

1. To receive update from Wiltshire Councillor Najjar. Cllr Najjar updated the meeting on the Wiltshire Council budget that had been increased by £18m without the need to call on Reserves like a number of other councils had needed to.

Cllr Najjar’s Motion to support local farmers has been unanimously supported in a new Wiltshire Mark scheme.

There was significant discussion on highways matters, particularly on potholes and Cllr Najjar told the meeting that Area Board Members have come up with a priority list. This does include Howgare Road which Michael Roe and the residents of Hut and Lodge Farm have written to him on.

1. To receive residents’ concerns on flood risk - Little London. Cllr Kimber reported concerns from properties at the far end of Little London on the elevated flood risk with significant run off from adjacent land tracking down the footpath. The meeting saw a video of this run off which had turned the path into a fast-flowing stream.

There is little the Parish Council can do as it does not have the Powers to instigate any practical measure or instruct landowners.

It was agreed that the Chairman would write to the landowner highlighting the issue and resident’s concern. The Clerk will inform the Rights of Way Officer at Wiltshire Council to see if there is anything he can do.

1. To receive an update on the Playground Project.

**Cllr Altham reported on the receipt from The National Lottery Community Fund confirmation of grant support of £75,745 towards a Project costing £126,744 including £10,000 contingency.**

**There are a number of Conditions that he and the Clerk are working through to provide supporting documents to satisfy these, but this is a fantastic achievement by The Friends of Broad Chalke Playground, particularly Victoria Pickford and Rosie Morgan, and Cllr Altham who has supported them throughout the process of design, procurement and funding. The Chairman wished to record the Councils thanks to the Friends Group.**

**The Clerk to finalise the acceptance and sign the documentation.**

**Cllr Altham will continue, moving into a Project Management role during the installation phase. Work is expected to start in mid-April and be of 3-4 weeks duration, weather permitting. A community opening will be organised at a convenient time.**

1. To discuss councillor vacancy and allocation of duties

The Chairman welcomed John Fry to the meeting to see more about the functions of the Council as he had expressed interest in the role as a Councillor.

The Clerk advised that there had been no submissions to Wiltshire Council and so the Council was able to co-opt and we should seek to do this at the Annual Council meeting in May, and see if there is further interest in the village to be co-opted onto the Council.

In the absence of a lead councillor on Highways matters, the Chairman agreed to step in in the immediate term.

1. To discuss the Annual Parish Meeting

There was a lot of discussion around whether this might be linked to Playground opening; held at a different venue; or the date changed from May. However, it was resolved to maintain the date as 8 May. Format to be part Parish Council reporting on what has been achieved over the last year; village organisations would be invited to attend and or submit a report; but that there needs to be opportunity for residents’ engagement and to use it as an opportunity around the Neighbourhood Plan.

1. To receive report on Chalke valley Sports Centre Projects
* MUGA resurfacing. This project will be advanced later in the year subject to grant funding being secured.
* Kitchen Refurbishment. A grant of £2,000 has been secured and a small Project Team are looking at further funding and a ‘Brief’. Likely costing around £7,000.
1. To receive update on Chalke Valley Fete and Produce Show

The Clerk reported on grant of £500 from Area Board and further applications having been made to the Chase and Chalke Partnership and to the National Lottery. Outcomes awaited.

1. Councillor reports on Priorities.

These were not discussed. The Clerk advised that these need to be reviewed at the Annual Council meeting; reflect any Neighbourhood Plan priorities and other key areas of work and, most importantly, need to be owned by the nominated councillor.

1. ****Finance Report.** Balance of funds in the bank were £19,138.19 but includes commitment of £4,800 to Playground Project; some reserves for Low Lane; and outstanding professional services fees to the Clerk which were approved for submission- this would exclude any professional fees for Neighbourhood Plan work that would be submitted in the new financial year.**

****Move to digital accounting.** The Clerk sought approval to enter arrangements for use of Quickbooks and have support of local bookkeep to establish this system for the new financial year. Costs estimated to be a one off set up of £70.00 and then monthly service cost of £10.00, then any one of support at £27/hour. This was approved.**

1. Planning Applications. There was support for:

PL2024/02022 – Blue plaque on brick gate support at Reddish House.

PL/2024/01465 and PL/2024/01106: Knapp Farmhouse demolition of lower sections of wall and replacement with planting of new double width beech hedge.

The Council then discussed the tree clearance on South Street. The Clerk to make enquiries with the Tree Officer at Wiltshire Council.

There being no further business the Meeting ended at 9.22pm