BROAD CHALKE PARISH COUNCIL

Minutes of the 1034th Meeting of Broad Chalke Parish Council

held on Wednesday 10th March 2021 at 6.30pm via Zoom

**ATTENDANCE**

Mr T Hitchings (Chairman)

Mr M Pickford (Vice Chairman)

Mt D Gilbert

Mr E Fry

Mr J Allison

Mrs E Richter

Mr T Moss

Mr S Dawes

Mrs Hanna Newman

Mr T Cave-Gibbs

Mr R Butler, Mr A Truluck, Mr H Flint, Mrs M Johns, Mr D Johns, Mr A Jeans and Mr C Sylvan were in attendance for parts of the Meeting. The Clerk, Mr C Rothwell was in attendance.

**Introduction by the Chairman** covering meeting protocol and arrangements for enabling councillors and members of the public to speak.

If a vote is required, those attending by video will be asked to raise their hand until they have been advised that their vote has been recorded. Any members attending by telephone will be asked to express their vote vocally.

Members of the public are reminded that the Council cannot make any decisions on matters that do not appear on the agenda. If members of the public have questions about matters not on the agenda, they are requested to contact the Clerk outside of the meeting.

1. **To receive apologies for absence.** Mrs J Green and Mr J Dutson
2. **To record declarations of interest from Members regarding items on the Agenda.**

Mr J Allison declared a pecuniary interest in item 11.

1. **Chairman’s Announcements**

The Chairman welcomed the guests and members of the public to the Meeting.

1. **To receive a presentation on proposals for new garden area at the Queens Head public house from Mr Ronnie Butler.**

The Chairman explained to the meeting that this item was not to formally consider the planning application as this has not yet been registered by Wiltshire Council, but it provided an opportunity to hear about the proposals and to question the applicants, Mr and Mrs Butler, on their proposal and to feedback comments to them.

The Chairman introduced Mr Butler and invited him to present the proposals for a new beer garden opposite the Queens Head.

Those present had been circulated a copy of the planning consultant’s report and Mr Butler gave an overview of the proposals after first apologising that it had not been possible to bring the proposal into the public arena until this time.

Details of the proposals are in the consultant’s report at Appendix 1 to these Minutes but Mr Butler emphasised the business basis for a beer garden and gave absolute assurance that there would be no music or lighting to the area; that 16 ‘organic’ tables and chairs with muted coloured parasols is the only ‘development’ being considered beyond fencing in what is a 1400m2 area currently as grazing land. The existing hedge that had been planted a couple of years ago as part of the village green development would be augmented to provide further screening. There would be no sales taking place in the garden area. The pedestrian access would be route from the front door to the crossing area outside the hub and new gated access into the garden.

The Chairman then opened the item for questions and comments having commented that the proposals are in line with a number of the objectives in Wiltshire Council’s Planning Policy Framework.

Mr H Flint was broadly supportive of the proposals but had concerns around traffic and parking.

Mrs Johns outlined areas of concern, Commercial need for this expansion, capacity of the existing car park to take increased volume of customers; the road safety issues with the proposed pedestrian route to the garden; the impact on the Conservation Area and wildlife; and concerns about noise and littering. There was also concern for future development creep should the change of use of the land be approved.

Mr Dawes echoed concerns about traffic and pedestrians in an already difficult area for traffic. Additional parking on the road frontage is going to compound this problem and lead to traffic and pedestrian safety concerns.

There was also concern for future development creep should the change of use be approved; and for additional noise and littering ssues.

Mr Butler responded that it was good to receive feedback and that he was aware the proposals would generate concerns but that they would listen and take these on board. Mr Butler advised the lease signed with Mr Jeans has a break clause at 5 years and termination clauses in the event of any Lease term being breached. He also advised the Meeting that he intended to post an information sheet to all households in the next week. He also advised that they would be talking to the church and the hub about parking. Mr Truluck also mentioned the potential of the surgery car park.

The Chairman brought the discussion to a close commenting that a vibrant pub makes for a vibrant community but there are undoubtedly concerns and issues that people and local residents have. He encouraged Councillors to talk to their neighbours and get a view for the feeling of the village so that, when the formal application is considered at the April meeting, the Council has a good feel of the community views.

1. **To receive update on Neighbourhood Plan consultation and next stage from Mr A Truluck.**

Mr Truluck briefed the meeting that the consultation had ended last month and Referendum now scheduled for 24 June, not 6 May. An Inspector has visited the village and has submitted a number of questions. Mr Truluck explained that he does not have the time at the moment to be able to properly respond and so had engaged external assistance that he was funding. (REVIEW)

The Chairman advised the meeting that he had received communication from Bowerchalke PC supporting the Plan and how impressed they were with it.

There didn’t appear to be any significant issues so expectation is that it will progress to the Local Referendum.

1. **To receive report from Wiltshire Councillor Jose Green.** Cllr Green had sent her apologies due to clash of meetings so no report.
2. **To approve the Minutes of the Meeting held on 10 February 2021 as a true and accurate record**. Approved
3. **Matters Arising from the Minutes**.

* The Clerk had had further email dialogue with Mr Wilkins and intention is for work on Longbridge willow trees to start 6 April.
* The Tis The Future Project was now up and running but the Clerk had not heard anything further from the hub as to their dialogue with the project.

1. **Council Communication:**

* **To receive update on website review.** Mr Moss reported that awaiting meeting with the Clerk once we are allowed to move this forward.
* **To discuss trial meeting via Teams.** Mr Dawes is awaiting councillors to set up Microsoft Teams accounts via the information previously circulated, and is available to assist. It was agreed that a trial meeting take place on Wednesday 17 March at 6.30pm. and Mr Dawes to set up.

The Meeting also discussed issues around Data Protection and use of personal emails and that both Teams and a new website platform would enable better control of data. The Clerk to recirculate information that sets out why this is important.

A question as to having a .gov. email address was raised and this will be looked into.

* **To agree Social Media Policy circulated with the Agenda.** Mr Dawes briefed the meeting on Draft 2 that had been circulated. The Council had no comments and so decision to finalise the document once the protocols on how use of social media will work in practice are included.

The Chairman did have some concerns as to how the Council manage sign-off of agreed ‘media release’s’**.** The Clerk responded that the intention is for social media to be used to communicate items and issue of community interest and not necessarily views of the Council so in this regard a simple process to enable swift communication is what is required, otherwise it defeats the object of using social media. The Policy will be in place to guide how the Council does use Social Media.

It was agreed that the Policy be finalised and agreed at the April meeting.

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1. **To receive a report on outcome of Tree Officer inspection of the 23 lime trees at the War Memorial.**

Mr Fry updated the Meeting following discussions with Wiltshire Council tree officer and tree surgeons following concerns being raised by Mr Allison last meeting.

The trees are not in imminent danger of falling over but they are in a poor state of health and declining so action will be required. The Council do not have the funds if costs of £5,000 are what is being considered.

It was agreed to maintain a careful watch over the coming year and that, should some preventative surgery be required this is dealt with at the time with a view to coming up with a scheme of replacement. To achieve this, the ‘Project’ will be added to the Council’s Priority list and allocated to a councillor after the elections.

Mr Fry will also explore funding through the War Memorial Trust, and the Council should consider establishing a community fundraising initiative.

If agreed, and if can be funded, would be looking to do work between October and March. An opportunity to look at funding; raise village interest and potential for linking with the Queens Diamond Jubilee in 2022 could be considered.

1. **To receive update on approach to grounds maintenance items proposed by the Village Handyman.**

Mr Fry updated on discussions with Wiltshire Council and the Parish Steward that have yet to be concluded but he and the Clerk are endeavouring to secure agreement for the path behind the MUGA; the church path and the grass triangle at Sun Cottage to be placed as responsibilities for the Steward. There remain other areas that Mr Allison raised at the February meeting that do need to be taken forward and the Clerk will discuss further with Mr Allison to seek to maintain within the approved budget,

It was agreed a replacement bin for the playground be purchased out of the Maintenance budget and it was proposed and agreed that this be a bin with a top. The Clerk to action.

1. **To receive update from the Clerk on the 2021 elections. Information circulated with the Agenda.**

The Clerk reminded the Council that nomination forms have to be returned by hand by 4pm on 8 April and an on-line booking process has been set up by Wiltshire Council for this. It was agreed the Clerk would co-ordinate delivery of papers and recirculate the information for councillors.

1. **To receive update on Fibre to the Property (FTTP) and C4lke Mobile.**

Emma Richter updated the Meeting. Little as yet to report on FTTP but she had had a conversation with Ed Gairdner on C4alke Mobile that was interesting. It is a test project but appears to have benefits for the village and Valley. Mr Gairdner to be invited to April meeting.

1. **To agree deferral of review of Councillor responsibilities for Parish Council Key Business areas until after the May elections and installation of the new Council.**

Agreed. Lime trees at War Memorial to be added to the list.

1. **To note proposals to mark the Queens Platinum Jubilee in June 2022.**

Mrs Richter has agreed to be the Parish Council liaison on this. Louise Knipe is looking into.

1. **To receive Finance Report from Clerk**

* Balance in Bank account £10246.57: Groundsman £2.92; Village Hall £150.
* The Clerk raised issue about the Speed Indicator Device (SID) that needs c £1000 maintenance. The view was that it should continue to be supported but at this cost it would be worthwhile getting the costs of a new, more modern unit before making a decision. Mr Allison to look into and report back to the Clerk.

1. **To receive report on highways and drainage matters from Councillor Fry**

Mr Fry reported that lets and gullies have been cleared and pot-holes on South street have been filled.

The flooding at Longbridge is on the list but no time frame.

There is concern about the parking of the vehicle recovery vehicle on South Street. It is not breaking the law to park there but it is a concern in relation to highways safety.

1. **To receive any Planning applications**

There were none.

1. **Date of Next Meeting. 14 April 2021** To be confirmed.

The Meeting closed at 8.40pm

**Provisional dates for Parish Council Meetings in 2021**

12 May (provisional Annual Meeting of the Council subject to ability to hold a public meeting); 9 June; 14 July; 11 August; 8 September; 13 October; 10 November;

8 December.

**NOTE:** Thursday 6 May 2021 Local Council elections