BROAD CHALKE PARISH COUNCIL

Minutes of the 1045th Meeting of the

Broad Chalke Parish Council

held at Broad Chalke Village Hall

Wednesday 9 February 2022 at 7.00pm

By Zoom

ATTENDANCE

Mr T Hitchings (Chairman)

Mr M Pickford (Vice Chairman)

Mr E Fry

Mr S Dawes

Mr C Sylvan

Mrs E Richter

Ashley Truluck and Councillor Najjar were in attendance for the first part 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.

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.** Mr Tim Cave-Gibbs, Mr J Alison, Mr S Carter.
2. **To record declarations of interest from Members regarding items on the agenda.** None.
3. **Chairman’s Announcements**- Including any petitions and or representations from members of the Public which the Chairman agrees to hear. The Chairman sought Council approval to deal with items 6 and 11 first (these Minutes record these items in the order of the published Agenda). This was agreed.
4. **To approve the Minutes of the Meeting held on 12 January 2022 as a true and accurate record**.

The Council discussed Minute 16(1) of the Minutes and agreed to amend them to record that the discussion on settlement boundary referred to the ***current*** settlement boundary. Also, to note that the statement on High Lane having been subject to more housing development than any other street in Broad Chalke was inaccurate as The Causeway has seen more new build in the last 10 years.

Otherwise, the Minutes were accepted as a true and accurate record and will be signed at the next face to face Council meeting.

1. **Matters Arising from the Minutes**.

The Clerk advised the Council that the hedge on the corner of Bulls Lane and South Street has been trimmed back by the homeowner, although it is probably still wider than the historical width and will need to be kept managed.

1. **To receive report from Wiltshire Councillor Najjar.**

Cllr Najjar briefed the Meeting on the busy period at Wiltshire Council and on the Annual Budget setting and balancing many needs across the County. Cllr Najjar also spoke of the support to the Cranborne Chase AONB; changes to the Area Boards and to Community Area Transport Group (CATG) next year with wider remits. He also briefed the Council on his work on the Heath Farm Park planning application (out of area).

The Meeting discussed the outcomes from the first meeting of the Highways and Speeding cross councils working group (that had taken place via Zoom immediately prior to this meeting and had been attended by Cllrs Hitchings, Pickford and Fry). There is to be a follow up meeting with the PCC in attendance to see what actions can be moved forward.

1. **To receive update on Chalke Valley Speeding Initiative**

From Broad Chalke’s perspective the key issue is the problem of 60mph to 20mph limits with no graduation on entering into the village from the direction of Salisbury. The Council feel strongly that there should be a whole valley approach to speed limit reduction. The cross councils’ approach is a good start but there may also need to be a more localised focus with Bishopstone PC to get some action. There was a particular concern noted that if speed limits on the A30 are reduced this could ‘force’ more drivers to take the ‘short-cut’ down the Chalke Valley and consequently exacerbate the problem.

Progress at the next meeting will be awaited prior to any further action but the Clerk to contact Bishopstone PC to see about adopting a united approach.

Cllr Hitchings to look at what info the SID can provide noting this may also help present the Low Lane footpath case to CATG.

1. **To receive update on Footpath No. 43**

Following concerns raised after the biennial inspections and discussions at the January meeting, the Clerk had written to the property owners that are currently parking their cars on the footpath. The owners of Holly Cottage had written back noting the Council’s comments.

The Clerk had received telephone call from the owners of The Old Bake House and had met with them to discuss. They are planning to install new gates as the post to the pedestrian gate is rotten and makes gate opening tricky. The Clerk offered to obtain some footpath way marker signs that they can then attach to the gate to make it clear it is a ROW.

As to parking of cars on the ROW that make it difficult for pushchairs and the like to get through, the Clerk had raised this with owners and the Chairman had provided a synopsis of the planning history of the property to them. This clearly sets out requirements surrounding the basis of planning approvals and keeping the ROW accessible.

It is known that the Wiltshire Council ROW officer has been contacted by village residents expressing concerns about obstructed access by vehicles at both adjacent properties.

The Parish Council has no legal powers to affect change but rather seeks to act as a good neighbour and secure cooperative action, but it was recognised this may have limited effect. The Meeting resolved that an update of the Council’s actions should be placed on record with the ROW Officer at Wiltshire and the question asked what action Wiltshire Council are taking following the complaint.

1. **To receive update on South Street Trees.**

Mr Will Hughes-Jones has written to the Chairman with some plan and Deed detail that he considers identify the ownership of the trees.

The Council do not have any powers to take any direct action but, through the good offices of the Chairman, will have a further conversation with the landowner with this new information to hand, and seek a resolution. If this does not progress matters any further action will need to be pursued more formally by the property owner/s. The Chairman to write to Mr Hughes-Jones.

1. **To receive update on Emergency Plan review.**

The Clerk briefed the Meeting of the updates; changes and additional process added into the Emergency Plan following work Nicki Tinkler and he had undertaken. Cllr Sylvan had also reviewed and made suggestions.

A new ‘Core Team’ has been identified to provide management, direction and response in any Emergency situation and a new communications process and protocol written in. The Core Team is envisaged as being Cllr Pickford, Nicki Tinkler and the Clerk.

The next stage is to engage with volunteers; seek their continued support and to communicate operational arrangements and practices. There then needs to be ongoing support of volunteers. Because this could involve significant time input, an approach had not yet been finalised. Nicki is not able to commit more time and it requires Council input or identification of a ‘resource’ to do this.

Following Council discussion, it was agreed that the Clerk and Councillor Dawes would look at organising a briefing session with volunteers in the coming weeks, and to establish the IT requirements to achieve effective operational management of incidents. It was felt this could be done, perhaps one evening or a Saturday morning, but recognising continuing C-19 uncertainty. On-going volunteer liaison **could** be via the Clerk however, this will put pressure on the 5 working hours a week the Clerk is ‘contracted’ for.

1. **To receive update on Low Lane**

*This item dealt with at the start of the Meeting*

The Chairman briefed the Meeting on the further site meeting with Cllrs Hitchings and Pickford, Mr Gilbert and the Clerk.

In summary, the length of the footpath was measured as 325 meters, with 295 meters requiring improvement (Spring Cottage to 30m prior to the kissing gate into the water meadow). The location of drains and gullies had been reviewed on site and discussion about appropriate materials. It was resolved at the site meeting that an ‘input’ specification approach is required to enable suitably qualified, experienced, and resourced contractors to price up the works. However, it was recognised that it would not be until site works commence that all the issues could be identified and consequently, on appointment of contractor, a further detailed and ongoing assessment of requirements would be needed.

Mr Gilbert (as the Council’s technical advisor) has made recommendations of suitable materials and the Chairman to develop this into a tendering document that can be priced.

Ashley Truluck commented that, in his experience, an output specification approach (such that was adopted on The Causeway footpath project) would enable the Council to select the right solution and place responsibility for the performance of the footpath firmly with contractor. The Meeting identified that, with the high-water table, rising springs and close proximity of the river, this is a tricky project to specify and passing responsibility to the contractor may not easily be achieved.

There was consensus that the approach of specifying Council requirement at tendering stage, followed by detailed technical discussion with nominated contractor prior to and during the works, seemed to be the sensible approach.

Timing of any works to be early summer.

The Clerk then briefed the Meeting on the position with funding:

* Chase and Chalk Partnership. Grant application submitted with decision expected this week
* £500 received from Chalke Valley History Festival
* Approval from the Chair of CATG to put the project forward to the 23 February 2022 meeting at which the Chairman and Ashley Truluck would be present.
* On basis that a CATG application is to be put forward, an Area Board Grant is not felt likely to achieve the level of funding required and so this is not being pursued this year.

1. **To receive update on celebrations for the Queens Platinum Jubilee in June 2022.**

It was noted that Ashley Truluck is acting as a central point of contact to track village plans and to seek to avoid event clashes. The view of the Council is to encourage village organisations to put on events, but it was not proposing a whole village Jubilee weekend celebration, more a number of smaller initiatives spread across the year.

1. **To receive update on replacement finger post on Causeway/South Street.**

The Chairman reported on good progress with making the replacement post and, when completed that a working party would be requested to assist with installation.

The Clerk confirmed receipt of £656.60 grant from Area Board.

1. **To receive update on Causeway standing water.**

Cllr Carter is in dialogue with Highways, AONB and landowners and is seeking a site meeting to try and resolve this issue once and for all.

1. **To receive update on Playground costings**

In the absence of Cllr Cave-Gibbs the Clerk reported that scheme and costings have been received from Playdale and Cllr Cave-Gibbs to report to the March meeting.

1. **To receive reports from Councillors on Priority areas.**

Cllr Richter updated on Climate Change initiative and that some further social media messages to be drafted to seek involvement in a village group. The Chairman had received enquiry from a village resident and will pass this on to Cllr Richter. The Meeting discussed possible energy cooperatives and whether the Community Land Trust might be an appropriate vehicle for such schemes.

Cllr Richter was also looking into the usefulness of the Parish Carbon calculator and into ‘odds and sods’ recycling.

Cllr Dawes reminded the Council on submitting photos and bios for the website.

Cllr Fry updated on progress with Parish Steward on drains and gullies.

Cllr Alison had wished to raise some grounds maintenance issues which, in his absence will be carried forward to the March meeting.

1. **To receive update on proposals for a Village Fete**

The Clerk advised the Meeting that Sara Moss is seeking to get this resurrected. The initial meeting had been cancelled yesterday as some of the group had needed to self-isolate. Idea is likely to revolve around a July date before schools break up; possibly at the sports centre to enable some outdoor stalls/activity; a flower and veg show and the availability of a wet weather fall back in the hall**.**

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

£12,816.57 in the bank. Includes grant received for finger post and expenditure on materials for finger post but not costs of labour.

1. **To receive Planning applications**

**PL/2022/00711 Hill House Cottage Bulls Lane. Tree works.** No objection.

**PL/2022/00660 Orchard Bank, South Street. Variation to condition to extend lean to porch to create covered log store.** No objection.

**The Meeting closed at 8.56pm.**

**Date of Next Meeting.**  9 March 2022

**Provisional dates for Parish Council Meetings in 2022**

13 April, 11 May (Provisional APM), 8 June