

# CHILTON FOLIAT PARISH COUNCIL

Minutes of a Meeting of Chilton Foliat Parish Council  
Tuesday 17<sup>th</sup> July 2018, 8.00 pm in the Village Hall

## Meeting commenced 2003hrs

1 **Apologies for Absence:** Cllr. Outridge

2 **Minutes of the Meetings of 8<sup>th</sup> May 2018 & 21<sup>st</sup> June 2018** were approved as a true record and signed by the Chairman.

3 **Declarations of Interest** – None Declared

4. **Outstanding Matters:**

Village Gates – Stag Hill Site to be completed at a suitable time.

5. **Planning:** Recreation Ground Section 106 Agreement

Cllr. Coome reported the current position specifically on the Section 106 proposed agreement as regards Planning Application 17/09443/FUL. He has been advised that the Planning Application has been approved pending confirmation of the Section 106 Agreement. The final figure for upkeep and maintenance has yet to be confirmed.

Cllr. Coome reported he has asked for clarity, particularly on what is open space and what are verges. Council discussed usage and upkeep for the North End Development and discussed which areas required specific legal advice.

Cllr. Coome will seek legal advice from NALC on the Section 106 document, on behalf of CFPC, and will circulate a proposed list of questions to take to NALC. Parish Councillors are asked for comments and contributions. Questions will cover, the ability to refine the plans post 106 agreement, the need for a drawn up agreement with the school to define use of the sports ground and car park, and the legal position for enforcement in general. It is noted that Cllr. Campbell will Declare his Interest and will not submit comments. It is likely that an additional meeting will be called at a later date.

6. **Village Hall Support**

Cllr. Quinton reported that the village hall committee have settled the invoice from Community First regarding the Defibrillator. They currently pay £126/per annum for a managed service contract. The next meeting of the village Hall Committee is on 21<sup>st</sup> August, WI-Fi is on the agenda. Cllr. Coome to attend.

External painting of the Village Hall will commence late August and will require scaffolding. The Chilton Foliat Post Office sign may be able to be installed.

7 **Update on Parish Steward**

Cllr. Campbell reported back on a busy period. The last visit was 5<sup>th</sup> July and the next visit is projected to be 31<sup>st</sup> August. Village verges and embankments have been cut. Pot holes (in particular at the bottom of Stag Hill) to be addressed. Weed clearance from Littlecote Cottage to the County Line is required. It was suggested that that the path from Craven Cottages to Crabtree Cottages to be looked at. Also, an obscured road sign is to be added to the list if possible ( towards Craven Cottages from Church).

8. **Report back from CATG (Community Area Transport Group)**

The corner at Littlecote Cottage has been previously identified as an issue and following a site visit, CATG has agreed to put additional signage in place and road markings.

The Group are working on a priority list with the top 5 being actioned. This issue is currently 15 in the list. The next meeting is late September. Cllr. Campbell will attend and promote this as urgent, requiring action.

Cllr. Quinton reported that the Litter Bin in the layby is being well used, regularly emptied, and benefitting the area.

9. **Financial Standing Orders**

Proposal for Council to review and approve amendment to cover Electronic Payments. Draft wording for Section 3 discussed. It was proposed by Cllr. Coome to accept the amendment as discussed, Seconded by Cllr. Stokoe, All in agreement.

10. **Finance:**

As this meeting was delayed, an uptodate Financial Statement was tabled.

<b>a) Parish Account</b>		
Brought Forward		<b>£10945.04</b>
Payments	WALC	151.22
	Play Safety	88.20
	T Jones LLP	58.50
	St. Mary's Church, Chilton Foliat	290.00
<b>Balance</b>		<b>£10357.12</b>
<b>To be settled:</b>		
	Salary	£376.00
	HMRC	£ 85.00
	Zurich Municipal Insurance	£494.57
	Scofell Landscapes	£252.00
	Scofell Landscapes	£324.00
	Cllr. Outridge Expenses	£ 90.00
	Cllr. Campbell Expenses	£ 16.50
<b>Projected Balance</b>		<b>£8719.05</b>
<b>b) Charity Account</b>		
Brought Forward		<b>£3833.46</b>
Payments	Nil	
Credits	COIF CHAR Investment	0.88
	COIF CHAR Investment	1.66
	COIF CHAR Investment	74.39
	COIF CHAR Investment	74.06
	COIF CHAR Investment	37.29
<b>Balance</b>		<b>£4021.74</b>

Following discussion, it was proposed to accept the list of payments to be settled. Proposed by Cllr. Coome, Seconded by Cllr. Stokoe. All in agreement.

c) Bank Reconciliation – scheduled this week.

d) **Insurance:** Cllr. Coome reported on the quotation received for 2018/19. Further quotations were unavailable due to the period without a clerk. Insurance will next be considered from January 2019 to be discussed at the March meeting. Cllr. Coome proposed the quotation from Zurich Municipal Insurance be accepted. Seconded by Cllr. Campbell. Approved by all.

11. **GDPR** - Requirements were circulated and discussed. Agreed that the working party will comprise of Cllrs. Qutinton, Coome, Stokoe and the Clerk. Items to consider include email addresses for councillors and web site. The working party will undertake an audit and report back to the Council.
12. **Correspondence** -The following correspondence was noted  
Email from Parishioner ref: Recreation Ground Grass Cut – 06/06/18  
Email from Parishioner ref: Recreation Ground Grass Cut – 21/06/18
13. **Dates of Next Meetings**  
11<sup>th</sup> September 2018, 13th November 2018,
14. **Standing Orders Suspended**  
Public Forum – to receive questions from the public (not to exceed 5 minutes)  
No public participation.

**Meeting concluded 2138hrs**

Chairman:

Date