

CHILTON FOLIAT PARISH COUNCIL

Minutes of the Annual Meeting of Chilton Foliat Parish Council
TUESDAY 14th MAY 2019, 8pm in the Village Hall

Attending: Cllr. Coome, Cllr. Hynes, Cllr. Campbell, Cllr. Outridge, Cllr. Quinton,
Cllr. Stokoe, Cllr. Nussey,
Ann McMath, Clerk (Minutes)

Meeting commenced 8pm

The Chairman welcomed everyone to the meeting.

1 Apologies for absence – no apologies received

2 Election of Chairman and Vice-Chairman and Declaration of Acceptance of Office by Chairman. Cllr. Coome proposed for Chairman by Cllr. Outridge, seconded by Cllr. Hynes, approved by all. Cllr. Hynes proposed as Vice-Chairman by Cllr. Coome, seconded by Cllr. Campbell, approved by all

Cllr Coome Chairman and Cllr. Hynes Vice-Chairman duly voted in. Cllr. Croome, as Chairman signed the Declaration of Acceptance of Office

3 To approve the Minutes of the Meeting of 12th March 2019 previously circulated.
Agreed by all and signed as a true record.

4 To receive Declarations of Interest in accordance with the Code of Conduct and to receive requests for dispensation. Cllr. Outridge declared an interest in the upcoming planning application and signed the record.

5 Outstanding Matters from Previous Minutes not itemised separately:

Access to the building site beside the school

- construction traffic are using the site entrance to the North side, away from the school

Speed Indication Devices

- Now installed and working. Data will be available at the next meeting

Cllr. Campbell asked for assistance in storing a large shipping carton for the SID. Cllr.

Quinton to investigate options. The location of the SID may have to change long term if mph signage is moved to accommodate the new road layout. [Addendum:

It is noted that SC does not believe that there is any necessity to move the position of the SID on Stag Hill].

Web Page Report

Cllr Coome thanked Cllr. Quinton for producing a summary report illustrating PC and Village achievements this year. Cllr. Coome has extended the report and will forward this to Cllr. Quinton and all Councillors before he sends it to the website.

6 Representatives on internal and external bodies:

Planning Committee: Cllr. Hynes, Cllr. Coome and Cllr. Outridge

Village Hall: Cllr. Quinton, Cllr. Coome

CATG: Cllr. Campbell

7 Planning: Planning application for installation of Solar Panels (Property in Whitelocks Piece). No Objections.

8 Parish Steward:

Cllr Campbell reported that there are no visits in May as the Parish Stewards are grass cutting, also no visits are scheduled in August due to safety related issues.

Upcoming Visits: 6th June 4th July, 5th September, items to be submitted to WCC two clear weeks beforehand via Cllr. Campbell. Request at the meeting for the footpath at the top

end of Stag Hill (past the school) be looked at. Any work to Fairyland bridge would be considered by the PC rather than WCC. A dangerous (overgrown) verge reported on the road to Crooked Soley – Cllrs. Nussey and Stokoe to report this directly to WCC.

9 CATG – Community Area Transport Group

Cllr. Campbell attended the last meeting on 14th March with two issues raised:

B4192 – improved signage on corner adjacent to Littlecote Cottage

Installation of new signage and road marking was advised as being scheduled for early summer – June 2019. The repositioning of the BT Box was noted.

Freight Management of HGVs on B4001 (Area Board Community Issue 6973)

Cllr. Campbell followed up this issue (previously reported) and District Councillor James Sheppard offered to take up the case. However, the most recent communication from WCC agreed that the source of the problem was most likely HGVs going to/from Membury Business Park in West Berkshire. As such, mitigation of this problem lies primarily with WBC and Highways England not WCC.

It was noted that current WCC Freight Assessment and Priority Mechanism (FAPM) has been suspended pending the preparation of the 4th Local Transport Plan (2026 – 2026). The LTP4 is being prepared in 2019 and Freight Strategy will be reviewed and updated as part of this. Cllr. Campbell to continue to follow this up. [local WBC information supplied 15/05/19]. The next meeting of the CATG will be 20th June.

10. Playground

ROSPA Playground Assessment took place on 11th April 2019. No requirement for any specific action. Thank you to Cllr. Outridge for arranging.

11. Finance:

Items settled either by approval at the last PC meeting or by Chairman's authority.

a) Parish Account

Balance	£7044.60
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Payments settled:

Cllr. Coome Expenses – Parcel Secure Delivery ref S106	
Xmas Cards 2018 Ref; Charity Gifts	£34.58
Cllr. Campbell Expenses – Paper	£3.25
Scofell Landscapes Invoice:21013	£234.00
TP Jones Payroll Preparation (budget 18/19)	£78.00
Elan City (Speed Indication Device)	£2266.80
HMRC (Budget 18/19)	£127.40
Balance	£4300.57

Receipts:

Precept Payment 2019/20	£7154.00
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To be settled:

Clerk Salary (budget 18/19)	£564.10
Clerk's expenses – printer ink	£20.00
WALC Membership 2019/20	£145.62
ROSPA Playground Inspection	£82.20
SSP SID Installation Peripherals (post)	£118.43
Host Papa Invoice – Web Hosting	£244.62
123 Reg Invoice – Domain Name for PC	£193.97
St. Mary's Chilton Foliat – upkeep of village cemetery	£200.00
Scofell Landscapes 21186	£234.00

Cllr. Campbell expenses – SID Installation & CATG	£40.59
Projected Balance	£9611.04

b) Charity Account
Balance Brought Forward **£4161.76**

Payments settled
Village hall payment from Dame Eliz Pearce fund £281.74

Projected Balance **£3880.02**

Proposal to accept the Financial Report by Cllr. Outridge, seconded by Cllr. Stokoe. Agreed by all (Cllr Coome & Cllr. Campbell did not participate due to expenses claims).

c) Bank Reconciliation – it was agreed for this to take place after payments have been processed Cllr. Outridge to undertake.

d) Insurance 2019/2020
Council approved an expenditure of up to £500 for insurance cover 2019/20. Renewal date 22nd June 2019. Proposed by Cllr. Coome and seconded by Cllr. Campbell.

12. Public Participation

It was resolved to remove current time limit on public participation on official documents, but stress time limit will be at the Chairman's discretion. Agreed by all.

13. Parish Council Meetings

It was resolved to post draft minutes on the village website and on notice board within 14-day period of a parish council meeting as a trial. Agreed by all.

14 Correspondence, matters of parochial interest and items for next agenda - not for debate

Call from Selecta to Cllr. Nussey regarding Smart Meter Advertising – agreed by all to be declined. Cllr. Nussey to reply
Litter Pick Enquiry to Cllr. Quinton - noted
Freight on Stag Hill - enquiry regarding planned 13 week road closure- Cllr. Hynes to follow up [information requested given 15/05/19].

Items for Next Agenda:

Data Report from SID – Cllr. Campbell
Public engagement - Cllr. Campbell.

15 **Dates of Next Meetings:** 16th July 10th September,

Standing orders suspended

16 Public Forum – to receive questions from the public – no questions

Meeting concluded 8.59pm

Chairman:

Date:

Draft minutes are published on the website: www.chiltonfoliat.com
Hard copies are available from the Clerk: amcmath_cfpc@btinternet.com