

**CHILTON FOLIAT PARISH COUNCIL**  
**Minutes of a Meeting of Chilton Foliat Parish Council**  
**TUESDAY 9TH November 2021, 8pm, Chilton Foliat Village Hall**

**Attending:** Cllr. Coome, Cllr Outridge, Cllr. Campbell, Cllr. Sutton, Cllr. Stokoe, Cllr. Quinton, Cllr. Hynes  
A McMath, Clerk + Eight Members of the Public

**Meeting Commenced: 2001hrs**

- 1 **Apologies for absence** – none received
- 2 The minutes of the meeting of 14th September 2021 (previously circulated) were approved as a true record and signed by the Chairman.
- 3 **To receive Declarations of Interest** in accordance with the Code of Conduct and to receive requests for dispensation. Cllr. Campbell and Cllr. Outridge declared a pecuniary interest - item 5 b.
- 4 **Outstanding matters from previous minutes not itemised separately – none**
5. **Planning:**
  - a) **To receive new planning applications**  
PL/2021/09420- Recreation Ground Stag Hill – pending consideration by PC Planning Committee  
PL/2021/09481 – Manor Farm – PC Support  
PL/2021/08307, PL/2021/08858 – The Old Forge – PC Support  
PL/2021/06675 Boomerang Stables - Appeal against refusal to grant permission.  
PL/2021/07750 Soley House - PC no objection  
PL/2021/07455, PL/2021/08372, Mill Cottage – PC approve

**b) Popham Close – Relocation of the above ground transformer**

Following concerns raised regarding the placement of the transformer, the Chairman understands that the developers have contacted SSE to request options for moving it to a more appropriate location or ground level. It was noted that the planning consent for the original development did not specify in what form the transformer would be provided. Installation comes under permitted development and therefore the PC was not consulted. There has been no response from SSE as yet.

**6. Village Broadband**

The B4192 in the village was closed between 2<sup>nd</sup> and 4<sup>th</sup> November for work by Openreach subcontractors for provision of broadband infrastructure for the new development and the school. The closure was blighted by poor signage, misinformation and overrunning works. It was wrongly suggested that the PC would leaflet parishioners to notify works. No request to do so was received from WC. The PC published the road closure notice on the website as soon as possible.

Sadly, contractors on site were subjected to abuse. The Chairman spoke to the project manager at length and apologised on behalf of the village. Further roadworks are expected on Stag Hill using three way traffic lights.

Signage was considered to be a major issue and the Chairman has written to WC requesting a meeting to identify what happened and what can be done to prevent this situation from recurring.

**Standing orders suspended 2018 hrs**

**7. Public Forum**

On the issue of Village Broadband, the Chairman of Governors from the school understood that the broadband provision for the school would also benefit the wider community. This is not the understanding of the PC which is lobbying Mr. Danny Kruger, MP for help in this matter. Any assistance from the school on this matter will be gratefully received.

**Relocation of the Transformer** - Parishioners attending expressed frustration and anger with the movement and installation of an above ground transformer by SSE close to and overlooking homes (including listed buildings), gardens and a footpath as part of the new building development.

Residents are appalled that no notice was given and that WC signed off on this. Parishioners have difficulty in believing the developers had no knowledge of when installation would take place. They believe the installation could have been stopped to allow consultation.

Chairman advised that he has ensured that he will be copied in to any material correspondence between the developer and SSE and he undertook to consult with affected residents over any future action, including possibly meetings with SSE and the developer.

Chairman explained that parishioners are entitled to contact SSE and Jonathan James, Planning Officer at Wiltshire Council to express their individual concerns.

**Tree Planting** – It was asked when the landscaping, specifically between the existing houses and the development, will take place? It is noted that tree planting can be undertaken by the PC at a later date. The Chairman will speak to the developer and report back.

**Play Area** - There is concern that the play area installed is larger than the approved plan. It was stressed at the meeting that developers cannot vary the play area without planning consent. The chairman will investigate. Previously the PC supported a request for the play area to be reduced in size. The developer contacted WC to look at options, however WC is guided by Sports England on this matter, and no changes were approved.

**Placement of upper window to rear of no 5 Popham Close** - Concerns were raised that this is now overlooking a parishioner's garden. Further details to be requested to allow PC to take this up.

#### **Recreation Ground – summary**

In March a notice from the developers was received by parishioners stating that Site B was completed. The houses are complete and occupied; however the land is not fully fit for purpose and is still in the maintenance period which expires in May 2022 at the earliest. The developer retains responsibility until the land is fully fit for its intended use (in particular as a football pitch for young children) and can, therefore, be released from the maintenance period.

The PC was asked if it is confident that the recreation ground will be handed over in a fit for purpose condition and conforming to S106 standards. The planning authority (Wiltshire Council) enforces the standards. The land is not under PC control and therefore outside of the PC responsibility. However, the PC reserve the right to be a party to the ending of the maintenance period and will be happy to accept written reports commissioned by the school on the condition of the ground to support this. The Chairman made it clear that it is in the interests of the PC to make sure the recreation ground is in good condition when it is handed over to the PC.

Finally, the Chairman explained that the Parish Council acts as statutory consultee on planning issues but comments and feedback not necessarily taken on board.

#### **Standing orders re-instated 2057 hrs**

##### **8. Parish Steward: update circulated following the meeting**

Request for Parish Steward to cut back weeds adjacent to white railings near the bridge has now been carried out. No current work requests on Parish Steward task list. The next Parish Steward visit due on 18<sup>th</sup> November. Requests for work should be sent to Cllr. Campbell.

Action from previous meeting: Cllr Campbell spoke to the owner of Mill house to ascertain if they considered the railings over the mill stream to be their responsibility. The owner did not believe that they were and that it more likely they were the responsibility of WC Highways.

##### **9. Community Area Transport Group: update circulated following the meeting**

**Request for a 40 or 50mph restricted speed zone at the west end of the village on the B4192 from existing 30mph sign to Manor Farm Cottages.**

We await the speed/traffic survey by WC. The matter will be discussed at the next CATG meeting on the 9<sup>th</sup> December.

### Stag Hill (B4001) Unsuitable for HGV signage

We await implementation by West Berkshire Council of the signage at the northern end of the B4001.

### Weight restriction signage on Soley lane

We are advised the signs will be installed before the end of November.

## 10. Plane Tree Surround

**Proposal for Council to review work undertaken to upgrade the Plane Tree surround.** It was agreed that the Plane Tree surround looked excellent.

**Proposal for Council to consider the increase in costs requested post completion by the contractor.**

Original quotation accepted: £4,546.26+VAT (total cost £5,455.51).

Additional costs requested - £1,197 + VAT

Council considered the request for a 20% increase in costs. The Council declined this request as the quotation was accepted on a fixed contract basis.

## 11. Village Hall Public Litter Bin

Proposal for Council to approve costs and installation for a new pavement mounted litter bin to be located outside the Village Hall. Council unanimously approved - Quotation 1 – ID Verde. £212.68 + VAT for supply and installation.

**Quotation 1: £212.68 + VAT (Supply & Installation)**

**Quotation 2: £159.60 + Vat ( supply only)**

**Quotation3: £146.60 + VAT (supply only- long lead time)**

## 12. Finance:

### a) Parish Account

**Balance b/f** **£25,938.78**

(\*includes CIL Payment Ref: Recreation Ground Dev.£14,605.32)

#### Items settled

Scofell Landscapes 26338 Recreation Ground £36.00

Scofell Landscapes 26340 Orchard Green £30.00

Scofell Landscapes 26509 Recreation Ground £36.00

Scofell Landscapes 26510 Orchard Green £90.00

Scofell Landscapes 26586 Recreation Ground £72.00

Salary £462.00

HMRC (by 19<sup>th</sup> October) £102.00

**Income: VAT Refund** **£845.14**

**Balance** **£25,110.78**

#### Items to be settled

Scofell Landscapes 26799 Recreation Ground £108.00

Scofell Landscapes 26801 Orchard Green £90.00

Scofell Landscapes 27018 Recreation Ground £72.00

Scofell Landscapes 27020 Orchard Green £60.00

**Income:** **£0.00**

**Projected Balance** **£24,780.78**

Proposal to accept the financial report and list of payments settled by Cllr. Outridge, seconded by Cllr. Hynes. Approved by all.

### b) Charity Account

**Balance b/f** **£4,587.26**

**Income** **£0.00**

#### Items settled

Village Hall Payment (June 2021 – August 2021) £37.29

**Balance** **£4,549.97**

**Proposal for Council to accept the financial report for the charity account by Cllr. Outridge, seconded by Cllr. Quinton, approved by all.**

- c) **Xmas 2021 Charity Gift (given to single people over 65 years, living alone)** proposal for Council to approve payment for up to a maximum of £480. N.B. 2020/21 payment was £420, Proposed by Cllr. Stokoe, Seconded Cllr. Quinton, approved by all.
- d) **Proposal for the Council to approve signatories for the new current account with Unity Trust Bank and new deposit account(s) with Hampshire Trust Bank, and to approve any other documentation as required by the banks. The following was proposed by Cllr. Coome, seconded by Cllr. Stokoe, agreed by all.**  
**Six named signatories:** Cllr. Nic Coome, Cllr. Steve Campbell, Cllr. Rachel Sutton, Cllr. Sian Stokoe, Cllr. Lynne Quinton, Cllr. James Hynes.  
Administrator & back up Preparer/Submitter Cllr. Paul Outridge.  
Preparer/Submitter Ann McMath, Clerk.
- e) **Draft Budget:** Proposal council accept the 2022/23 precept figure with an increase of 3%, Cllr. Coome, seconded Cllr. Campbell. All in agreement.
- f) **Bank Reconciliation:** completed prior to the meeting, Cllr. Outridge

13. **Community Engagement & Newsletter** - Proposal for Council to approve draft newsletter, approved by all.

14. **Matters of Parochial Interest**  
Rubble on footpath next to the Wheatsheaf has been removed.

15. **Dates of next meetings:** 11<sup>th</sup> January, 8<sup>th</sup> March

**Chairman thanked all for attending**

**Meeting Concluded:2119hrs**

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Draft and approved minutes will be published on the website ([www.chiltonfoliat.com](http://www.chiltonfoliat.com)) and on the village notice board. Hard copies can be made available, please contact: [amcmath\\_cfpc@btinternet.com](mailto:amcmath_cfpc@btinternet.com)

Chairman

Date: