

# CHILTON FOLIAT PARISH COUNCIL

## Minutes of a Meeting of Chilton Foliat Parish Council TUESDAY 9th January 2024, 8pm, Chilton Foliat Village Hall

**Attending:** Cllr. Coome, Cllr. Campbell, Cllr. Outridge, Cllr. Hynes, Cllr. Sutton, Cllr. Stokoe,  
A McMath, Clerk (Minutes)

**Meeting Commenced 2003 hrs**

1. **Apologies for absence** – none received
2. **Proposal for Council to approve the minutes of the meeting 14<sup>th</sup> November 2023, previously circulated.** The minutes 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** – no requests.
4. **Outstanding matters from previous minutes not itemised separately** – no matters raised.
5. **Planning:** To receive new planning applications:  
PL/2023/10791 Soley House, planning committee still to comment  
PL/2023/10269 The Wheatsheaf (tree work)  
PL/2023/03749 & 03985, The Wheatsheaf - approved with conditions  
PL/2023/09422 Popham Close, Removal of Dying Cherry Tree – no objections  
PL/2023/09084 Soley House, West Soley, - approved with conditions  
There is a new entrance onto the public highway adjacent to Soley House. Concerns were raised that permission from Wiltshire Council Highways has not been granted for this. The Chairman will investigate.  
23/02142/MINMAJ – Membury, West Berkshire Council. The Chairman is to attend the West Berkshire Council planning meeting. There is a local meeting being held tomorrow (10/01/24).
6. **Parish Steward:** The parish steward last visited on the 27<sup>th</sup> December. There are currently no specific tasks on the work sheet. The steward visits again on the 8<sup>th</sup> January and will concentrate on clearance works following the recent spell of adverse weather.
7. **Local Highways & Footpath Improvement Group (LHFIG):** The last meeting was held on the 19<sup>th</sup> October. There are three Chilton Foliat items on the agenda:

### **Item 8-22-10: Request for a raised pavement adjacent to the village hall**

Wiltshire Council agreed to extend the virtual footway adjacent to the village hall and add a dropped kerb. WC have subsequently re-instated the virtual pavement hatched markings. An extension to the markings and dropped kerb remains to be done.

### **Item 8-22-17: HGV issues on the B4001 - Installation of “Unsuitable for HGV” signage at the northern end of the B4001 (Stag Hill) in West Berkshire.**

West Berkshire Council agreed to do this with Wiltshire Council and the Parish Council contributing £5K to the estimated £20K costs. However, in November West Berkshire Council informed Wiltshire Council that they are now unable to proceed with this scheme due to current and ongoing budget restrictions within the whole of WBC. Furthermore, it will not be possible to fund these works or any part of these works and are unlikely to do so in the immediate future. It was noted that this is extremely disappointing after taking 3 years work to get the scheme drawn up.

West Berkshire Council suggested that Wiltshire Council and the Parish Council consider formally banning HGVs along this route via a permanent TRO (traffic regulation order) which WBC would support. Cllr. Campbell sought permission to request a TRO – approved by all.

Wiltshire Council suggested that the PC make a FoI (freedom of Information) request on what S106 contributions the Membury Business Park developers have paid to WBC in the last 5 years and what this has been used for. Cllr. Campbell to investigate this – approved by all. It was agreed that

PC contact the respective MP's for Wiltshire and West Berkshire at a later stage, following the TRO request and FOI investigations.

**Item 8-23-3: Request for bollard in highway to prevent building damage from traffic**

A cottage at the east end of the village has been struck by passing vehicles in the past. A request to install a protective bollard and road markings was submitted to Wiltshire Council. Wiltshire Council subsequently drafted a scheme which provides revised road markings and small reflective markers on the property. The property owners were consulted and would prefer to have a warning chevron fitted to the corner of their home along with the road markings. WC were consulted and agreed the chevron was acceptable subject to fitment at the home owner's expense. Cllr. Campbell will advise the owners this week. The next LHFIFG meeting will be held on the 25<sup>th</sup> January

**Speed Indication Device (SID) data recording:** Both devices are working well and the data is being shared with Wiltshire police monthly. SID download backup remains to be done.

8. **Recreation Ground & Open Spaces Committee:** Proposal for Council to approve the quotation from Scofell Landscapes for the 2024 Grass Cut & Maintenance as recommended by the committee. Proposed by Cllr. Coome, seconded by Cllr. Campbell. Unanimously approved. Scofell to be contacted regarding the maintenance of the landscaping at Field View on behalf of White Horse Housing with the Parish Council acting as facilitator. The Committee report that arrangements for tree work at Popham Close is in hand. Arrangements for tree planting near to the transformer (up to a cap of £500) will be confirmed at a meeting with the resident (to be arranged). One car park space at Popham Close to be designated and a post installed (previously approved).
9. **Chilton Foliat Wildlife:** the outline plans for talks in 2024 was sketched out at the meeting on 20<sup>th</sup> November. Upcoming items include tree planting at Popham Close (end of January/beginning of February), a talk on swifts and swallows including nest box building (early March) and a talk about bees. The data from the bat walk last year has come through with 8 species of bat detected, some quite rare. [www.chiltonfoliatwildlife.com](http://www.chiltonfoliatwildlife.com)
10. **Finance – see attached**
  - a) Proposal by Cllr. Outridge for Council to accept the financial report and list of payments to be settled by Cllr. Outridge, seconded by Cllr. Hynes, unanimously approved. With reference to the Coal Fund payment, there were 9 recipients in 2023 which resulted in £40 being returned.
  - b) Budget- proposal for Council to approve a 2024/25 precept request of £7917, as recommended by the Finance Committee. This represents an increase of 5%. Budget to be circulated. Proposed by Cllr. Coome, Seconded by Cllr. Outridge Approved unanimously.
  - c) Unity Trust Bank - it is proposed that Council approve temporary changes to the banking mandate as recommended by the Finance Committee. This is required to ease access to Unity Trust until the next release of internet banking. The approval cap of £250 to be removed from all signatories. The Parish Council Financial Standing Orders and procedures for approval remain unchanged. A second account administrator (deputy) to be added if possible.
  - d) Bank Reconciliation completed prior to meeting – Cllr. Outridge
11. **Wiltshire Police:** a successful community meeting was held in the village hall in December which included a visit from the Bobby Van Trust providing home security advice. Another visit is planned in the spring, hopefully to tie in with a coffee morning.
12. **Correspondence, matters of parochial interest and items for next agenda - not for debate:**

Wiltshire Police Sector Survey submitted in January 2024.

The Chairman was contacted by BT Openreach regarding the damage to the BT junction box on the corner of Littlecote Road. BT Openreach are considering what options are available to move both boxes on the Littlecote Rd after the box was damaged again before Christmas. There have been complaints (to the Parish Council) regarding affected phonelines. The situation needs further investigation as it is a road safety issue. Cllr. Campbell to investigate.

The culvert on Littlecote Road has been dug out to ease the flooding situation.

13. **Dates of Parish Council Meetings 2024:** 12<sup>th</sup> March, 14<sup>h</sup> May (Annual Parish Meeting and Annual General Meeting), 9<sup>th</sup> July, 10<sup>th</sup> September, 12<sup>th</sup> November

*Standing orders to be suspended*

14. **Public Forum, to receive questions from the public - no questions**

*Standing orders to be re-instated*

### Meeting Concluded 2102 hrs

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: [ann.mcmath@chiltonfoliat.com](mailto:ann.mcmath@chiltonfoliat.com)

Chairman

Date:

CHILTON FOLIAT PARISH COUNCIL					
Meeting Tuesday 9 January 2024, 8pm, Chilton Foliat Village Hall					
Financial Report December 2023					
	General	CIL	S106	Charity	Totals
<b>CURRENT ACCOUNT</b>					
<b>1 November 2023 Brought Forward</b>	<b>£10,434.55</b>	<b>£9,834.69</b>	<b>£51,951.04</b>	<b>£5,102.52</b>	<b>£77,322.80</b>
<b>Income</b>					
16 November 2023 VAT Refund	£275.94				£275.94
30 November 2023 Charity Income				£156.94	£156.94
<b>Totals</b>	<b>£275.94</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£156.94</b>	<b>£432.88</b>
<b>Expenditure</b>					
7 November 2023 Kennet Wetland Donation	£250.00				£250.00
17 November 2023 Clerk's Expenses	£20.50				£20.50
20 November 2023 Cllr. Campbell's Expenses	£12.40				£12.40
21 November 2023 Heartbeat (Defib. Training)	£210.00				£210.00
22 November 2023 Chairman's Expenses	£58.36				£58.36
23 November 2023 Scofell (July – October)		£1,308.00			£1,308.00
23 November 2023 Audit Fee	£378.00				£378.00
14 December 2023 Coal Fund				£320.00	£320.00
18 December 2023 Coal Fund				£80.00	£80.00
31 December 2023 Bank Charges	£18.00				£18.00
<b>Totals</b>	<b>£947.26</b>	<b>£0.00</b>	<b>£1,308.00</b>	<b>£400.00</b>	<b>£2,655.26</b>
<b>To Savings</b>					
8 November 2023 Transfer To C&C Savings			£30,000.00		£30,000.00
<b>Totals</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£30,000.00</b>	<b>£0.00</b>	<b>£30,000.00</b>
<b>31 December 2023 Bank Balance</b>	<b>£9,763.23</b>	<b>£9,834.69</b>	<b>£20,643.04</b>	<b>£4,859.46</b>	<b>£45,100.42</b>

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Financial Report December 2023					
	General	CIL	S106	Charity	Totals
<b>CURRENT ACCOUNT</b>					
<b>Items to be settled:</b>					
Clerk's Salary	£793.05				£793.05
Clerk's Tax	£184.60				£184.60
Coal Fund Cards				£2.49	£2.49
Clerk's Expenses	£5.89				£5.89
<b>Projected Bank Balance</b>	<b>£8,779.69</b>	<b>£9,834.69</b>	<b>£20,643.04</b>	<b>£4,856.97</b>	<b>£44,114.39</b>
<b>Instant Access Savings Account</b>					
<b>1 November 2023 Brought Forward</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£20,254.83</b>	<b>£0.00</b>	<b>£20,254.83</b>
31 December 2023 Credit Interest			£140.40		£140.40
<b>31 December 2023 Savings Balance</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£20,395.23</b>	<b>£0.00</b>	<b>£20,395.23</b>
<b>C &amp; C Savings Bonds</b>					
<b>1 November 2023 Brought Forward</b>	<b>£10,000.00</b>	<b>£10,000.00</b>	<b>£30,000.00</b>	<b>£0.00</b>	<b>£50,000.00</b>
8 November 2023 Transfer from Current Account			£30,000.00		£30,000.00
<b>31 December 2023 Savings Balance</b>	<b>£10,000.00</b>	<b>£10,000.00</b>	<b>£60,000.00</b>	<b>£0.00</b>	<b>£80,000.00</b>
<b>31 December 2023 Overall Period End Position</b>	<b>£19,763.23</b>	<b>£19,834.69</b>	<b>£101,038.27</b>	<b>£4,859.46</b>	<b>£145,495.65</b>

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