

CHILTON FOLIAT PARISH COUNCIL
Draft Minutes of a Meeting of Chilton Foliat Parish Council
TUESDAY 12th March 2024, 8pm, Chilton Foliat Village Hall

Attending: Cllr. Coome, Cllr. Campbell, Cllr. Outridge, Cllr. Hynes, Cllr. Sutton, Cllr. Stokoe, Cllr. Mills, A McMath, Clerk (Minutes) and 5 members of the public.

Meeting Commenced 2000 hrs

1. **Apologies for absence** – Cllr. Mills is delayed.
2. **To approve the minutes of the meeting of 9th January 2024 (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**
Relocation of BT Openreach box (Littlecote Corner). Further meetings with Ramsbury Estate have been held to find a location suitable for both parties. The final location is likely to be on the opposite bank from the existing and away from overhead lines. This matter is now between Ramsbury Estate and BT Openreach.
5. **Planning:**
 - a) **New planning applications**
PL/2024/02119 - Soley House :- Erection of barn – 2 storey. No Objection.
PL/2024/01997 & PL/2024/019972262 (LBC) – 55 Chilton Foliat: Erection of single story extension. No Objection.

The Wheatsheaf - High Street Plans/Ideas: The Parish Council is 'in principle' happy with the suggested plan for the High Street, as it could improve on-street parking and address related issues at the junction of Stag Hill. The Parish Council will consider this when a formal application to Wiltshire Council is submitted. The Parish Council is awaiting the draft deed for the footpath that runs down the side of the pub.

b) Applications previously tabled

PL/2023/10791 Soley House Removal of Conditions – Approved by Wiltshire Council
PL/2023/10269 The Wheatsheaf (tree work) – Approved by Wiltshire Council and completed
23/02142/MINMAJ - Membury: provision of asphalt plant - West Berkshire Council yet to consider. The Chairman has lodged objections to the proposal and will attend the WBC Planning Committee Meeting (no date set as yet).

6. **Parish Steward:** The Steward visited on the 7th February and targeted Soley Lane following a report of debris on the road, the majority of which was removed during his visit. A street sweeper visited on 12th February to clear out ditches and gullies. The Steward raised concerns about soil deposited along the verge of the lane in another section. This is to be investigated by Highways. The Parish Council will request a boundary search to ascertain ownership of the land. The Steward visited again on the 7th March – clearing pathways and conducting pot hole repairs.

Discretionary Gully Service: Wiltshire Council Discretionary Gully service programme commenced in February. The crew will dedicate a week to each community area. [Chilton Foliat 7th – 10th May].

7. **Local Highways & Footpath Improvement Group (LHFIG) & Speed Indication Devices**

The last meeting was held on the 25th January with 3 Chilton Foliat items on the agenda:

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

The dropped kerb is now in place and the extension to the virtual footpath markings will follow.

Item 8-22-17: HGV issues on the B4001

Installation of "Unsuitable for HGV" signs at the northern end of the B4001 (Stag Hill) in West Berkshire will now not be done due to West Berkshire budget restrictions. West Berkshire Council suggested that Wiltshire Council and the Parish Council consider formally banning HGVs along this route via a permanent TRO, which they would support. It was agreed that a request for this is submitted to Wiltshire Council along with substantiation. This is yet to be done.

A Freedom of Information request as to what S106 contributions the Membury Business Park developers have paid to WBC in the last 5 years (and what this has been used for) was submitted. Cllr. Campbell was informed that the development did not qualify for S106 contributions.

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

A drafted scheme which provides for revised road markings is to be carried out in the summer.

Marlborough LHFIFG - Meeting to discuss Major Maintenance Forward Plan 12th February

A video link call was held to discuss the Wiltshire Council major maintenance forward plan.

Cllr. Campbell raised the fact that the B4192 condition is very poor, particularly at the eastern end of the village and to the WBC boundary. The panel agreed to take this into consideration for inclusion in the plan. Cllr. Campbell got agreement for the eroded centre line of the B4192 within the village to be repaired. It is noted that the B4192 between the Kennet bridge and Skeets corner has deteriorated badly in the last few days. This has been reported to Wiltshire Council as a matter of urgency. The next LHFIFG will be held in April, date TBA.

Speed Indication Device (SID) data recording.

Both devices are working well with data being shared with Wiltshire Police monthly. The SID download backup is now in place.

Cllr. Mills joined the meeting 2024hrs

8. **Chilton Foliat Wildlife** The group continues to be well supported. A very successful meeting was held on 7th March, looking at swifts. Over 40 people attended including from neighbouring villages. The next event is a bat walk scheduled for 18th April, followed by a talk on bees (4th July) and an Action River Kennet (ARK) event in September. Visit www.chiltonfoliatwildlife.com for details.
9. **Recreation Ground Committee.** The next meeting is to be arranged. Ground conditions are delaying the tree work. Work to Clear Orchard Green is arranged for 14th March – Cllr. Hynes & Cllr. Coome.
10. **Finance – see attached**
 - a) Proposal to accept the financial report and list of payments to be settled by Cllr. Campbell, seconded Cllr. Outridge, agreed by all.
 - b) Annual Playground assessment costs – Council approved costs up to £200.
 - c) Highways search (item 6) proposal for Council to approve costs, to be determined. Agreed by all.
 - d) Investment account – an application to Nationwide is in progress.
 - e) Unity Trust Bank - the bank has confirmed the changes to the mandate regarding councillor signatory levels. The 1st authorised signatory remains unchanged – chairman or vice chairman must be first signatory for all payments £250 and over. The request to add the Clerk as a second administrator is being processed.
 - f) Bank Reconciliation – completed prior to meeting by Cllr. Outridge
11. **Proposal for Council to consider signing up for Wiltshire Council Emergency Contact Hub Scheme.** It was unanimously agreed to sign up for this. Clerk to action.
12. **Proposal for Council to consider siting electric vehicle chargers in the Parish.** The Council agreed not to proceed with the installation of electric vehicle chargers on parish grounds due to concerns regarding traffic and reduced parking.
13. **Wiltshire Police** – A new report will be available in April and will be circulated and posted on the website www.chiltonfoliat.com under police reports. Wiltshire Police plan to visit the village again in the spring.
14.
 - a) **Asset Register 2024** – Proposal for Council to approve the Asset Register for 2024. Register was approved and signed by the Chairman.
 - b) **Risk Assessment 2024** – Proposal for Council to approve the Risk Assessment for 2024. The Risk Assessment was approved and signed by the Chairman.
15. **Village Hall & Village Events** – Cllr. Outridge is pleased to report increased use and support of the Village Hall with an upcoming Coffee & Cake event on 13th March and a quiz on 23rd March. Tickets and information available via the website. Restoration work is currently underway in the hall to deal with rising damp. Thank you to Mr. Derek Fearnley for his work. A donation of £500 has been received from Hadcaf (Hungerford & District Community Arts Festival) which will go toward lighting for hall events including the panto scheduled for December.

16. **Correspondence, matters of parochial interest and items for next agenda - not for debate**
The Wheatsheaf public house has been registered as an Asset of Community Value for the next 5 years.
17. **Dates of next meetings:** 14th May (AGM & APM), 9th July

Standing orders suspended 2050hrs

18. **Public Forum** – Questions received and issues raised regarding flooding, sewage discharge, water damage and Thames Water. Chairman to progress.

Standing orders re-instated 2059hrs

Meeting Concluded 2100 hrs

Draft and approved minutes will be published on the website (www.chiltonfoliat.com) and on the village notice board. Hard copies can be made available, please contact: ann.mcmath@chiltonfoliat.com

Chairman:

Date:

CHILTON FOLIAT PARISH COUNCIL

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Financial Report February 2024

	General	CIL	S106	Charity	Totals
CURRENT ACCOUNT					
1 January 2024 Brought Forward	£9,763.23	£9,834.69	£20,643.04	£4,859.46	£45,100.42
Income					
10 January 2024 Refund				£40.00	£40.00
29 February 2024 Charity Income				£157.17	£157.17
Totals	£0.00	£0.00	£0.00	£197.17	£197.17
Expenditure					
15 January 2024 Clerk's Salary	£793.05				£793.05
15 January 2024 Clerk's Tax	£184.60				£184.60
15 January 2024 Coal Fund Cards				£2.49	£2.49
29 February 2024 Totals	£977.65	£0.00	£0.00	£2.49	£980.14
29 February 2024 Bank Balance	£8,785.58	£9,834.69	£20,643.04	£5,054.14	£44,317.45
CURRENT ACCOUNT					
Items to be settled:					
Clerk's Expenses	£5.89				£5.89
Clerk's Expenses	£18.00				£18.00
Clerk's Salary	£793.05				£793.05
HMRC	£184.60				£184.60
Payroll Costs *	£125.00				£125.00
Audit Fee *	£125.00				£125.00
Highways Investigation *	£100.00				£100.00
Playground Inspection *			£200.00		£200.00
* Up to a maximum					
Projected Bank Balance	£7,434.04	£9,834.69	£20,443.04	£5,054.14	£42,765.91

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 Financial Report February 2024

Instant Access Savings Account

1 January 2024 Brought Forward	£0.00	£0.00	£20,395.23	£0.00	£20,395.23
Nil					£0.00
29 February 2024 Savings Balance	£0.00	£0.00	£20,395.23	£0.00	£20,395.23

C & C Savings Bonds

1 January 2024 Brought Forward	£10,000.00	£10,000.00	£60,000.00	£0.00	£80,000.00
Nil					£0.00
29 February 2024 Savings Balance	£10,000.00	£10,000.00	£60,000.00	£0.00	£80,000.00

31 December 2023 Overall Period End Position	£18,785.58	£19,834.69	£101,038.27	£5,054.14	£144,712.68
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