

CHIPPENHAM WITHOUT PARISH COUNCIL

www.chippenhamwithoutparishcouncil.gov.uk

Vivian A Vines MBE
Clerk of the Council

Tel 01249 657695
Email clerk@chippenhamwithoutparishcouncil.gov.uk

3 Wardour Road
Chippenham
Wiltshire
SN14 0PA

24th January 2020

Dear Councillor,

You are summoned to a **Meeting of the Chippenham Without Parish Council**, which will be held on **Wednesday 29th January 2020** commencing at **7.15pm** at **St Peter's Church Meeting Room, Lordsmead, Chippenham.**

Yours faithfully,

Vivian Vines

Vivian A Vines MBE
Clerk of the Council

FULL COUNCIL MEETING

NOTICE OF MEETING – Public Notice of the meeting is given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972.

PUBLIC QUESTION TIME & REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS AND COUNCIL REPRESENTATIVES: an opportunity for members of the public to address the Council on any Council matter before the formal Meeting commences and to put questions and receive information from the Wiltshire Councillor, if available, and Council delegated representatives for other organisations and functions. (Limited to 15 minutes)

GUEST PRESENTATION: Wiltshire Council Chippenham Community Engagement Manager - Mr Oliver "Ollie" Phipps

GUEST PRESENTATION: Gigaclear Community Engagement Manager - Mr Christopher Morris

AGENDA

- 1. APOLOGIES FOR ABSENCE:** To note and agree Apologies received from Council Members
- 2. Declaration(s) of Interest - in accordance with Chippenham Without Parish Council's Code of Conduct and Standing Orders**
- 3. MINUTES:** To receive and sign as a true record the Minutes of Meeting/s. **(For Decision)**
Parish Council Meeting held 25th November 2019 (see attached Draft Minutes)
- 4. PLANNING:**
Planning Applications: To consider and make observations on Planning Applications received

Prior to the consideration of each Planning Application, the opportunity will be given for Applicants and their Representatives and any other interested parties to address the Council. (Limited to 3 minutes each person)

- a) 19/12115/FUL
Remove Existing Stables and Outbuildings, replace with American Style Barn and Stocks
Allington Stables, Allington, Nr Chippenham SN14 6NB

** The Council was notified of this application consultation on the 13th January 2020 with a timescale for a reply given as 10th February 2020. Council Members were given advance notice of the details. To date the application has not been included within the weekly registration lists, nor any details made available on the Wiltshire Council Planning Portal for viewing. Wiltshire Council has been advised of this and they have now reported that the applicant has been requested to submit additional information before the validation of the application can be completed. **(to note)**

Planning General: To receive notification of any Planning Decisions received or other Planning related Matters

- a) 19/10628FUL
The Construction of a 10MW Battery Storage Facility, the Formation of a New Access, Alteration of an Existing building site clearance and other Associated Works
The Barn, South East of 8 Tiddlywink, South from Yatton Keynell to Crossroads, Yatton Keynell SN14 7BY
For Mr John McQueen **Approved with Conditions 24th December 2019**
- b) 19/10105/LBC
Partial Rebuild of Forecourt Walls
Sheldon Manor, Sheldon Corner, Sheldon, Nr Chippenham, Wiltshire SN14 0RG
For Mr A Gibbs **Approved with Conditions 8th January 2020**

5. FINANCE: To consider financial matters and to receive notification of any receipts and invoices for payment

- a) To consider and approve any payments required **(see attached) (For Decision)**

Black Nova Designs. Inv BND-4464	12.01.20	£ 72.00
Ridge and Partners LLP Inv 168953	19.12.19	£ 3,600.00*
Clerks Expenses Mr V A Vines Year 2019-2020 Claim Form	29.01.20	£ 780.03**
Clerks Net Salary Mr V A Vines Year 2019-2020 Claim Form	29.01.20	£ 2,813.00**
Clerks HMRC Year 2019-2020 PAYE		£ 703.24**

* To be confirmed by Neighbourhood Plan Steering Group before payment authorised

** Cheque £4,296.27 made payable to Mr V A Vines

- b) To note any receipts received.

There have been no Receipts since the last Council Meeting **(to note)**

6. CLERKS REPORT: To note items received for decision, information, circulation and for future discussion and matters arising and updates from previous Meeting/s

- a) Allington Action Group. To receive any reports and updates since the last Council Meeting. **(to note)**
- b) Neighbourhood Planning. To receive and note any reports and updates since the last Council Meeting. **(to note)**
- c) Wiltshire Council Operational Flood Working Group North. The Group met on the 11th December 2019 at the Wiltshire Air Ambulance Base, Semington, Melksham. The Agenda was published and circulated to Council Members. To receive any updates from attendees. The next Meeting is scheduled for 12th February 2020 at a venue to be advised. **(to note)**

- d) Wiltshire Council Budget 2020/21. The Council was notified that several opportunities were available to meet Cabinet Members. The nearest for the Council was held on Thursday 9th January 2020 in the Council Chamber, Monkton Park, Chippenham **(to note)**
- e) Community First AGM 2019. The Council was invited to attend the AGM held on Wednesday 9th October 2019 in The Town Hall, Devizes. The Minutes of the Meeting have been received and circulated. **(previously circulated) (to note)**
- f) Wiltshire Council - Briefing Note No 19-039. The Council has received a Briefing Note in regards to the Community Area Joint Needs Assessment. **(see attached) (to note)**
- g) Buckingham Palace Garden Party – 27th May 2020. WALC has invited nomination/s to enter the County draw. Names will be drawn randomly from those entered in the Wiltshire draw. Council nominees for last year were Cllr P Reynolds and Mrs Jennifer Reynolds. They were unsuccessful in the 2019 draw and their names have been re-submitted for the 2020 draw. **(to note)**
- h) Allington Lane reinstatement/signage. To receive any reports and updates since the last Council Meeting. **(to note)**
- i) Milestone Plaque. To receive any reports and updates since the last Council Meeting. **(to note)**
- j) Wiltshire Council Chippenham Area Board and Chippenham Community Area Parish Forum
 - i) To note that an Area Board Meeting was held on Monday 16th December 2019 11.00am at Chippenham Borough Lands Charity, Jubilee Building, Market Place, Chippenham SN15 3HP. To receive any updates. The next Area Board Meeting will take place on Monday 3rd February 2020 at 7.00pm in Sheldon School, Chippenham. A further Area Board Meeting is scheduled for Monday 27th April 2020 at 7.00pm in The Neeld Hall, Chippenham. was held on Monday 7th October 2019 in The Neeld Hall, Chippenham. Notification has recently been received that the Area Board Meeting scheduled for Wednesday 3rd June 2020 has been cancelled. **(to note)**
 - ii) To consider any new, and review any previous local issues within the Parish, which have been, or should be raised, with the Chippenham Area Board at their next Meeting **(For Decision)**
 - iii) To note that a Meeting of the Chippenham Community Area Parish Forum is scheduled for Wednesday 26th February 2020 at 7.30pm in St Peter's Church Meeting Room, Lordsmead, Chippenham. This will include refreshments, as a decision was taken to postpone the Meeting scheduled for December 2019. **(to note)**
 - iv) To consider any new, and review any previous local issues within the Parish, which have been, or should be raised, with the Community Area Parish Forum at their next Meeting **(For Decision)**
- k) Community Governance Review. Wiltshire Council invited affected Parishes to meet their Electoral Review Committee on the 16th December 2019 Cllr H Ham, Cllr S Eades and the Clerk attended on the Council's behalf. Issues involving the Parish Council were:
 - i) The request from the late Mr Jesper Eades to move Cedar Lodge, Allington into the Chippenham Without Parish from Kington St Michael Parish that was supported by both Parish Councils.
 - ii) The suggestion from Chippenham Town Council that the Chippenham Rugby Club and associated land, west of the A350, should be moved into the Chippenham Parish.
 - iii) The request from Yatton Keynell Parish Council that areas of land, including the Golf Academy, should be moved into Yatton Keynell Parish.

Council representatives will be able to update the Council on the discussions with the Wiltshire Council Electoral Review Committee Members. **(to note)**

- l) Wiltshire Council - Briefing Note No 20-01. The Council has received a Briefing Note in regards to the Community Governance Review-Survey. **(see attached) (to note)**
- m) S W Ambulance Trust – Defibrillator Training Session 2020. The Trust has made contact and asked that a date for the Annual Session be agreed. The Council will agree a schedule of Meeting Dates at their Annual Meeting on the 27th May 2020. However, there is a need to agree a date in advance and if the Council followed the normal pattern of dates then, as in the last few years, it could be held on the evening of the scheduled

Planning Meeting (not usually held), which would be Wednesday 28th October 2020.
(For Decision)

- n) CPRE Wiltshire- Best Kept Village Competition 2020. The CPRE has written to all Wiltshire Towns and Parishes regarding this year's Competition. The Council has previously declined the invitation to enter. The communication is not the invitation to enter but to provide information for those who have not taken part in the past. **(see attached) (to note)**

7. STANDING ITEMS:

- a) Parish/Community Hall: To consider future consultation, funding and planning issues generally. To consider any updates. **(to note) (For Decision)**
- b) Notice Boards: To receive any reports and updates since the last Council Meeting. **(to note)**
- c) Insurance: To consider and agree necessary amendments. No updates are required **(to note)**
- d) Emergency Planning: To consider Emergency Planning within the Parish. **(For Decision)**
- e) Flooding/Drainage: To consider general flooding and drainage matters within the Parish. **(For Decision)**
- f) Parish/Community/Website/Newsletters/Social Media: To consider general issues and Parish communications, including communication between Elected Members. **(to note) (For Decision)**
- g) Council Award Scheme To raise general issues and to receive any updates. No updates **(to note)**
- h) Council Standing Orders & Code of Conduct: To consider and agree necessary amendments and updates. No updates required at this Meeting. **(to note)**
- i) Asset Register: To consider and agree necessary amendments and updates of Register. No updates required at this Meeting. **(to note)**
- j) School Governor's Report/s: To receive and to note any Report received. **(to note)**
- k) Risk Assessment, Health & Safety and Management Register: To consider and agree necessary amendments and updates of the Register. No update required at this Meeting. **(to note)**
- l) Freedom of Information Act-Publication Scheme: To consider and agree necessary amendments and updates of Freedom of Information Register. No updates required at this Meeting. **(to note)**
- m) Community Safety/Neighbourhood Watch: To raise general issues and to receive any updates. **(to note) (For Decision)**
- n) Data Protection. GDPR – To raise general issues and to receive any updates. **(to note)**

8. HIGHWAY MATTERS:

- a) Parish Stewards Programme/ Requirements – Local Highway and Streetscene Community Team. To raise general issues and to receive any updates. To consider and update the top 5 priorities and inform Wiltshire Council Highways. The Parish Steward's last visit was scheduled for the 15th January 2020. **(For Decision)** To note receipt of (Cllr Wayman's) Local Highways January 2020 Newsletter and attachments. The date for the Annual Highways Meeting at Monkton Park Offices is the 4th May 2020 7.00pm to 9.00pm **(previously circulated) (to note)**
- b) Rights of Way – To raise general issues and to receive any updates. **(For Decision)**
- c) Highway Conditions and Maintenance: To raise general issues in regards Highway Conditions and Maintenance within the Parish. **(For Decision)**
 - i) Road Verge Management. Cllr S Eades has asked that the Council discuss with Wiltshire Highways their mowing regime in regards to protection of wild flowers and plants. **(see attached) (For Decision)**

9. COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING:

An opportunity for Council Members to raise items and issues which cannot be dealt with by the Clerk and which do not require a policy decision other than referral to the next Meeting.

- 10. **DATE OF NEXT MEETING:** The date of the next Council Meeting is **7.15pm, Wednesday 25th March 2020**. However, Members should note that **Wednesday 26th February 2020** is scheduled for a Planning Meeting and Notice will be given if this Meeting is required. This would take place prior to the Community Area Parish Forum that the Council is hosting that evening.