



CHIPPENHAM PARISH COUNCIL
Minutes of the Parish Council Meeting held on
Monday 9th December 2024 7pm
at Chippenham Village Hall

Present:

Parish Councillors: Nick Bennett (Chair), Suzanne Royston, Nick Wright, Paul Mangell, Ian Hawkins

Parish Clerk: Sally Hughes

Other councillors: Cllr Pettitt (up to item 24-25/103)

The meeting was opened at by Cllr Bennett at 7pm

- 24-25/099 Apologies for absence – Cllr Sheldrick, holiday
- 24-25/100 Declaration of Interest – to consider dispensation requests
Cllr Wright – item 24-25/105 ii – dispensation has been granted
- 24-25/101 Minutes of the last meetings – to sign as a correct record the minutes of the meetings held on 11th and 25th November 2024. Both sets of minutes were signed as a true record by the Chairman.
- 24-25/102 Public Participation - none
- 24-25/103 District Council Report – Cllr Pettitt reported that she is setting up a forum to bring together representatives from various agencies to meet with residents from her ward. The purpose of the forum is to allow residents to speak directly to the various group representatives (police, planning, highways etc). A similar forum was conducted in Isleham and was well received. It was noted that there was likely to be a lack of county council representation but that the county councillor would be invited to attend. The forum will be advertised on social media and in the Chippenham newsletter.
Cllr Hawkins joined the meeting at 7.09pm
- 24-25/104 County Council Report – the council noted the written report from Cllr Dupre.
- 24-25/105 Planning
- i. Neighbourhood Plan – to receive update
 - 1. To approve membership to Parish Online - approved
 - 2. To note receipt of grant for Neighbourhood Plan and next steps. The Clerk reported that a grant of £5390 has been approved. She, together with Cllr Sheldrick and Ian Poole will be meeting with representatives from AECOM to progress the Plan.
 - ii. [21/01695/NSIP - Sunnica Solar Farm – to receive update](#) – Cllr Mangell updated the meeting about the judicial review which happened on 2nd December. The motion to look at whether the Home Secretary was incorrect in not looking at hazardous materials for the batteries when he approved the Sunnica application was not passed. However, the High Court Judge stressed that the safety measures needed must be meticulously assessed at the planning stage. Cllr Wright commented that this responsibility now sits with ECDC and West Suffolk Council to ensure that the battery technology and planning process is safe. It was mentioned that Local Plans should have minimum distances for storage of lithium batteries.
Cllr Pettitt offered to set up a meeting with Anna Bailey and representatives from the Planning Department to discuss how they will assess the safety of this scheme including fires and water contamination.

Other areas of concern are the 7am-7pm, seven days a week, working plans from Sunnica and how Highways will manage the massive increase in traffic movements in and around the local villages. Cllr Pettitt left the meeting at 7.30pm
Cllr Bennett had drafted a letter regarding the impact on the local military sites. The letter is currently with Catherine Judkins and will then be sent to both military bases.

- iii. [24/01187/LBC – Chippenham Hall – installation of T3 aerial](#) – no objections

Tree Works

- i. [24/01177/TRE – Pen Grange](#) – approved

Planning Outcomes

24/01057/TRE – Church Farm – various tree works – approved

24/01092/TRE – Chippenham Village Hall - approved

24-25/106 Clerk's Report – for information only - noted

24-25/107 Play Areas

- i. To select table tennis table and consider funding options
Councillors voted to purchase the Cornilleau galvanized table at £2299. Mats will be installed at either end. Cllr Bennett offered to install the concrete footings and table. The council will also fund a selection of bats and balls.
It was voted that up to £1000 of CIL funding could be used to top up the funding from the Lord Orford's Charity. Action: the Clerk will place the order when funds have been received from CCLA.

24-25/108 Highway Matters

- i. LHI Bid - Councillors discussed the options available for the LHI funding bid and voted to submit a bid for funding for an additional MVAS sign. This will allow the existing two signs to remain on the High Street, with the new sign to be moved around the village. The council has committed up to £1000 towards the cost. Action: the Clerk will submit the bid.
- ii. To note outstanding requests with Highways – the Clerk had received an updated list of outstanding highways issues. Many have been flagged to be carried out in the new financial year.
- iii. Boy's Grave junction – communication from Moulton PC – the council decided that they would be prepared to offer a letter of support to Moulton PC regarding the speeding issues at this location.

24-25/109 Village matters

- i. Risk Assessment – it was highlighted that the lack of drains maintenance is creating flooding on the roads which then leads to the surface breaking up and potholes appearing.
- ii. Dog Mess – to consider purchasing bag dispenser – the council decided against purchasing a bag dispenser due to the ongoing cost and reliance of dog walkers expecting there to be bags available and not bringing their own supply.

24-25/110 Financial Matters

- i. Payments for authorisation – see Payment List - approved
- ii. Bank reconciliation and budget reports – to review and note. Noted
- iii. Annual Budget – to review and approve draft budget – approved
- iv. Precept – to set precept for 2024/25 – the council discussed the budget and precept and agreed on a 3% rise for 2025-26. This equates to around £2.11 per band D household per year.
- v. Village Charities – Trustee vacancy. Esther McVee has been co-opted onto the Chippenham Village Charity. Suzanne Royston is working on a Grant Policy and procedures for the charity.
- vi. CIL receipts – councillors reviewed the CIL receipts and agreed that future expenditure would be prioritised via the CIL scheme where permitted. The council will review CIL balances before the July meeting. The meeting also discussed ways in which funding could be used to help the community.
- vii. -Domain Name - .gov.uk – to consider moving to new domain name – the council reviewed the report provided by the Clerk and agreed to move to a .gov.uk domain name. The Clerk will find out the naming options available to the council.

- 24-25/111 Policies & Council Matters
- i. To review and approve the following policies:
 - a. Training and Development Policy
 - b. Disciplinary Policy
 - c. Grievance Policy
 - d. Equality and Diversity Policy
 Cllr Royston reported that all the above policies were reviewed by NALC in the summer but no updates had been made - approved.
- 24-25/112 Property - Palace Lane properties – to receive updates
The clerk will source another quote for windows for the Palace Lane properties.
- 24-25/113 Items for the next agenda

CHIPPENHAM PARISH COUNCIL - PAYMENT LIST FOR DECEMBER 2024

Payments				
Vendor	Item	Cost	Auth 1	Auth 2
Packhorse Fencing	Grass cutting	£493.15		

Paid/To be paid by standing order/direct debit				
S Hughes	Clerk's salary Dec 24	Confidential		
NEST	Pension for Nov 24	£79.60		
Liam Collis	Play area maintenance Dec 24	£100.00		
F Froment	Bus shelter cleaning – Dec 24	£40.00		
GD Estates – 8 PL	Rental fee Nov 24	£103.32		
GD Estates – 10 PL	Rental fee – Nov 24	£72.24		
	Debit Card Transactions			
Cheveley Village Store	2 x compost	£11.98		

Receipts				
GD Estates	Rental income 10 PL Nov 24	£860		
GD Estates	Rental income 8 PL Nov 24	£1230		
Lloyds	Bank Interest Nov 24	£54.02		