

Page 1		<u>Minutes of the Chapmanslade Parish Council held on Thursday 28<sup>th</sup> May 2020 at 7.00 pm.</u> This was a virtual meeting in accordance with guidance in relation to Covid-19 regulations. The meeting was advertised as normal and public invited to join the meeting and raise questions in advance of the meeting.	
Present	2793	Charles Thackway, John Foster, John Lewis Acting Chair, Keith Muston and Minnie House. Clerk.	
Public Welcome	2794	1 member of the public attended the meeting.	
	2795	John Lewis as Chair welcomed everyone to the first virtual meeting of the council. He commented on the need to work at present with virtual meetings due to the Covid-19 restrictions.	
Apologies	2796	Apologies: Apologies were received from. Francis Morland and Phil Holihead. A request from Mr. Morland was received by the council for leave of absence from the virtual meetings of the council whilst the Covid-19 restrictions remain in place. This was agreed by those present.	
Decs. Of Interest	2797	<u>Declarations of Interest.</u> None	
Opportunity for public to speak	2798	TH, member of public and Treasurer for the Village Hall Committee, reported that he had shared the Village Hall Accounts with the Clerk. (These were circulated to councillors prior to the meeting). He commented on the small operating profit but due to Covid-19 restrictions and lack of lettings, the income will take a large dip and it is good that there is a buffer. He talked about the local authority grant that had been applied for from the Area Board re playground enhancements and the need to match funding. The process has been delayed due to Covid-19 but he is hoping to hear whether this has been successful within the next couple of weeks.	
	2799	He thanked JL for advising him of the Community Fund application process and he has applied but heard nothing further. It is hoped that if it is successful the grant of £10,000, for which Village Halls are eligible under Covid-19 provisions, for 'Retail and Hospitality Relief', will fill the gap made by no funding from lettings.	
	2800	The meeting closed to questions from the public.	

Page 2 Minutes	2801	The minutes of the last meeting having been circulated were taken as read and approved.
Matters Arising	2802	<u>Matters Arising</u> . No matters of urgency so items will be held over to the June 11 <sup>th</sup> meeting.
Other Matters of Urgency	2803	<u>Other Matters of Urgency</u> . Following discussion, it was agreed to make the following payments:
Payments		The Bridge contribution- £120 WALC Subscription £277.51
	2804	It was agreed that if the invoice for Annual Insurance arrives before the next meeting and requires immediate payment the clerk will arrange payment.
Finance End of year accounts	2805	<u>Finance</u> The end of year Accounts of Income and Expenditure having been circulated prior to the meeting and checked by internal auditor were approved.
Audit timings	2806	Following a possible extension due to Covid-19 restrictions the Clerk reported on extended deadline dates for completion of external audit procedures and the ability to complete within the normal deadline dates if possible.
Internal audit	2807	<u>Internal audit</u> The Clerk also reported the intention that the internal auditor hoped to complete the internal audit before the 11 <sup>th</sup> June meeting. This would mean that the documentation could be finalised at the 11 <sup>th</sup> June meeting
Certificate of Exemption	2808	<u>Certificate of Exemption</u> . The documentation having been circulated prior to the meeting the councillors considered the criteria in relation to Exemption and agreed that the criteria was met, and the Exemption Certificate should be submitted.
Governance review	2809	<u>Review of Governance statements</u> . Following circulation of Governance statements documentation, the councillors discussed and confirmed that these were met.
Planning Applications	2810	<u>Notice of Planning Applications</u> : It was noted that notification of the following applications had been received and would be considered at the June 11 <sup>th</sup> Meeting: 1. 20/03866/FUL 4 Pedlars Grove

Page 3 Planning Applications cont'd		2. 20/04352/PNCOU (prior notifications on change of use) Agricultural Barn to form four dwelling houses at Thoulstone Farm	
	2811	Both notifications were mailed to councillors prior to the meeting. Details are on the website. Some councillors had not seen plans prior to the meeting.	
	2812	It was noted that the 2 <sup>nd</sup> application was one of many in the last few weeks and KM agreed to follow up a further conversation held with County Councillor at the beginning of the week regarding another application decision for this site.	KM
Planning decisions	2813	<u>Planning Decisions</u> It was noted that the following decisions had been made by Wiltshire Council Planning on current applications.	
	2814	19/10721/FUL and 19/1043/LBC (reactivated). Thoulstone Farm Conversion of Barns -7 residential dwellings <u>Approved with conditions.</u>	
	2815	20/020604/FUL 20/03069/LBC Black Dog Farm Removal of static caravan and its replacement with a newer static caravan as annexe accommodation for an elderly relative. <u>Approved with conditions</u>	
	2816	19/11906/FUL Huntenhull Farm Change of use of Tractor shed to holiday cottage and new access. Revised plan with amended access. <u>Approved with conditions.</u>	
Planning conditions	2817	All conditions have been circulated to councillors and are available on the WC website.	
	2818	<u>Monthly Article for The Bridge</u> KM agreed to write the article covering May and June meetings.	KM
Correspondence	2819	<u>Correspondence</u> The following correspondence was noted: <ul style="list-style-type: none"> <li>• Covid-19 updates from Wiltshire posted on website where relevant.</li> <li>• Village Hall Accounts for council's information</li> <li>• Query raised re grass verge cutting - including wildflowers in Huntenhull Lane- requestee referred to Highways maintenance.</li> </ul>	

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It was agreed that the Clerk would invite comments from all councillors by E mail on planning applications to be considered at the next meeting in the event that any councillor is unable to attend a virtual meeting.  
In reviewing the virtual process, the councillors agreed that the system in place had worked.  
The Clerk will post invites as per this meeting on the website in advance of the 11<sup>th</sup> June meeting.  
The meeting closed at 7.45 p.m.

2821.

The next meeting will be a virtual meeting and will take place on Thursday 11<sup>th</sup> June 2020. Time to be confirmed.