

Cheverell Magna Parish Council

Parish Clerk: Jacqui Abbott

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29th January, 2024

**Agenda for the Meeting of
Cheverell Magna Parish Council
to be held at
The Pavilion, Witchcombe Lane, Great Cheverell SN10 5TJ
Monday 5th February 2024
at 7-30pm**

Membership: Councillors, S Burgess, R Gray, R Hayward, L Jones, P Stevens (Chairman)

You are **summoned** to attend a meeting of Cheverell Magna Parish Council for the purpose of transacting the following business.



Jacqui Abbott
Parish Clerk & RFO

1 Apologies

To receive apologies for those unable to attend

Standing Orders will be suspended to allow for public participation.

2 Public Participation

2.1 To enable members of the public to address the Council with an allowance of three minutes per person regarding any item on the agenda.

2.2 To receive any petitions or deputations

2.3 To hear from Wiltshire Council, Cllr Dominic Munns

Standing Orders will be reinstated following public participation.

3 Declarations of Interest

To receive any declarations of interest under the Parish Council's Code of Conduct issued in accordance with the Localism Act 2011

4 Chairman's announcements

To Note any items announced by the Chairman.

5 Minutes

5.1 To approve as a correct record the minutes of the meeting held on 4th December 2023 previously circulated.

5.2 To Note any matters arising from the minutes of the meeting held on 4th December 2023.

6 Victoria Park Residents Association

Members to receive an update from Victoria Park Residents Association.

For discussion

7 Financial Information

7.1 Payments for approval

Details	Method	Amount
Member Play Area Training	300176	294.00
Pavilion Trust x 6 meetings	300178	96.00
Website Chris Hardwick December	SO	25.00
Clerk and RFO Salary J Abbott December	Bank Transfer	449.88
HMRC PAYE December	Bank Transfer	108.80
Service Charge fee	Bank	18.00
Website Chris Hardwick January	SO	25.00
Heather Parks Refund MS Office subscription	Bank Transfer	59.99
Clerk and RFO Salary J Abbott January	300179	449.68
HMRC PAYE January	300180	109.00
Jacqui Abbott Refund Refreshments Emergency Planning event 20th January	300181	17.73

7.2 Payments received

Members to note a payment of £124.19 credit interest has been received

To note

7.3 Management accounts

Members to receive the financial report and the bank reconciliation. See attached papers. A member to sign the bank reconciliation and initial the bank statements.

7.4 Precept 2024-25

Following confirmation of the tax base from Wiltshire Council for Cheverell Magna of 245.35, the precept of £16,308 gives a band D equivalent of £66.47. This equates to an increase in the Band D payment for the year of £10.93 and represents a 19.7% increase on 2023/4.

To note

7.5 Reserves

Members to discuss ear-marked and general reserves and decide upon the levels required for future projects. Please see the Clerks report attached.

For discussion and decision.

8 Planning Applications

Full details of planning applications submitted, and decisions made on all applications since the last meeting, are attached for reference.

8.1 Members to comment on the following:

None

8.2 Members to ratify the comments made on the following applications dealt with by email:

None

9 Play Area

Members to discuss and agree works to the Play Area

For discussion and decision

10 Grounds maintenance

Members to discuss grounds maintenance

For discussion and decision

11 Parish Steward

Cllr Burgess to report back on the work of the Parish Steward and all to agree priorities

For discussion and decision

12 LHFIG

Members to receive feedback from the LHFIG meeting of 23 January and discuss the possibility of a Speed Indicator Advice

For discussion and decision

13 Emergency Planning

Members to review the emergency planning event and agree next steps

For discussion and decision

14 Storage arrangements

Members to discuss storage arrangements including access and door

For discussion

15 Adoption of Policies

The following policy documents have been prepared and circulated to all members for review. These require approval:

- **Financial Regulations**
- **Standing Orders**

A paper copy will be available to view on the night and once approved all copies will be posted on the Parish Council website.

16 Asset Register

Members to approve the Asset Register up to March 31, 2024

For decision

17 Events 2024

Members to note the proposed events for the year

Craft Fair **Saturday 16th March from 10am – 2pm Pavilion**

Spring Clean **Sunday 24th March 10am – 12pm meet at Pavilion**

For noting

18 Correspondence Issued to members – for noting

- 11.12.23 Wiltshire Council News 8.12.23
- 11.12.23 Wiltshire Council Devizes Area Board minutes 20.11.23
- 15.12.23 Wiltshire Council Tax Review and tax base
- 15.12.23 PCC regular update
- 08.01.24 PCC regular update
- 08.01.24 The Great British Spring Clean
- 08.01.24 Flooding & Drainage issues Wiltshire Council

Please note: The next meeting is on Monday 8th April at 7.30pm in the Pavilion.