

CHEVERELL MAGNA PARISH COUNCIL

Minutes of the Meeting of Cheverell Magna Parish Council
held at
The Pavilion, Witchcombe Close, Great Cheverell
Monday 5th February 2024 at 7.30pm

Minute No.	Item	Action
	<p>Membership: S Burgess (SB) R Gray (RG) R Hayward (RH), L Jones (LJ), P Stevens (Chairman) (PS) 2 Vacancies</p>	
	<p>Councillors in Attendance: Cllr Stevens (Chairman), Cllr Hayward, Cllr Gray, Cllr Jones, Cllr Burgess Cllr Dominic Muns (Wiltshire Council)</p>	
	<p>Officers: Jacqui Abbott Parish Clerk & RFO (JA)</p> <p>Public in Attendance Members of the public in attendance: 5</p> <p>Press: None</p>	
101/23-24	<p>Apologies: None</p>	
102/23-24	<p><i>Standing Orders were suspended at 7.36 PM to allow for public participation.</i></p> <p>Public Participation</p> <p>PF spoke about the potential War Memorial which may be placed in the village. He believed that placing it within the church grounds would work aesthetically. A stone mason had been sourced and funding would be from grants. It was hoped that the Parish Council would then take the war memorial on as an asset. There would be minimal maintenance required apart from an annual clean. PF hoped that the Parish Council would assist with a public consultation.</p> <p>HB suggested that the memorial should be somewhere that is visible when driving through the village and not everyone agreed with the location, although it was recognised that there are limited possibilities for the location. In addition, HB said that the colour needs to be discussed.</p> <p>It was agreed that most of the details could be left to public consultation at a later date. PF would get back to the Parish Council with the next steps and a public meeting would be set up.</p> <p>HB was pleased to see that the hedge up to C40 is being trimmed and the ditches would be maintained also. There will be a new stone seat placed in the village in School Lane. HB also noted the petition for the red bus to come through the village – it is in the village shop and parishioners are encouraged to sign up. There needs to be enough demand shown to the bus company for them to service the village. The Parish Council and Cllr Muns offered to help with publicity.</p> <p>Mr Des Read from Victoria Park Residents Association (VPRA) thanked the Parish Council for the letter to Cllr Clewer (Wiltshire Council) dated 5th</p>	<p>JA Cllr Muns</p>

Signed.....

	<p>February. The letter is in support of reinstating the trackway across the village green. Danny Kruger, MP has also written to Cllr Clewer. DR reported that there are deep pot holes in the road, which is owned by the Ministry of Justice. DR has written to various agencies involved. There have been no responses as yet. There are concerns regarding the increase of traffic and potential impact on drainage following the new building works which are being implemented at Erlestoke prison.</p> <p>Residents had raised concerns regarding the footpath from the pavilion up to the main road B3098. The Parish Steward has been alerted but needs to resource several staff to undertake the work.</p> <p>Michael James, former Councillor and Chairman has sadly passed away. The Clerk would write a letter for the Chairman to sign and Cllr Hayward would deliver this.</p> <p>Report from Cllr Muns The next Devizes Area Board is on 26th February. This will be Highways themed at Needham House in Devizes. Please arrive at 6.30pm for informal networking followed by the meeting. The A360 through West Lavington will be completely resurfaced from 7am to 7pm in February. It will start at Devizes side near Dauntsey's School.</p> <p>Cllr Muns raised the issue of the potential Stopping Up Order at 1, Church Road. Cllr Muns pointed out that this was not straightforward as there are a number of residents who may not support this.</p> <p>The Parish Council resolved to place this formally on the agenda for 8th April 2024. This would enable people to have their say during public consultation and the Parish Council would make a decision whether to support the order or not, based upon this meeting. The Clerk would write to Wiltshire Council and Mr. Alvin Howard (architect) to let them know about the agenda item.</p> <p><i>Standing Orders were reinstated at 8.20 PM following public participation.</i></p> <p>To receive any petitions or deputations None.</p>	<p>JA</p> <p>JA</p>
103/23-24	<p>Declarations of Interest None</p>	
104/23-24	<p>Chairman's Announcements None</p>	
105/23-24	<p>Minutes The minutes of the meeting held on 4th December were approved and signed by the Chairman. Proposed by Cllr Burgess seconded Cllr Hayward. Voting unanimous in favour.</p>	

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	Matters Arising None	
106/23-24	Victoria Park Residents Association The Parish Council signed the letter of support for VPRA and their request to get the trackway reinstated. The clerk would send the letter to Cllr Clewer and copy to Cllr Munns, Wiltshire Council.	JA
107/23-24	Financial Information	
107.1/23-24	Payments for Approval Member Play Area Training £294.00 Pavilion Trust x 6 meetings £96.00 Website Chris Hardwick December £25.00 Clerk and RFO Salary J Abbott December £449.88 HMRC PAYE December £108.80 Service Charge fee £18.00 Website Chris Hardwick January £25.00 Heather Parks Refund MS Office subscription £59.99 Clerk and RFO Salary J Abbott January £449.68 HMRC PAYE January £109.00 J Abbott Refund Refreshments Emergency Planning event 20th January £17.73 It was proposed by Councillor Hayward, seconded Councillor Jones that all payments be approved. Voting unanimous in favour.	
107.2/23-24	Payments Received £124.19 credit interest has been received.	
107.3/23-34	Management Accounts Members noted the Management Accounts to date and the monthly bank reconciliation up to January 2024 which were signed by Cllr Stevens.	
107.4/23-24	Precept Members noted that Wiltshire Council had confirmed the tax base at 245.35. The precept was £16,308 which gives a Band D equivalent of £10.93 which represents a 19.7% increase on 2023/4. Members reiterated that they had carefully considered each budget line and had kept any increase to a minimum required in order to legally and efficiently operate.	
107.5/23-24	Reserves Members discussed ear-marked and general reserves. Members resolved to allow for 5 months running costs in general reserves as this was considered prudent for a small council. The level of earmarked reserves would be unchanged at £5,000 for the under 5's playpark and £7,000 for the recreation area.	JA

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	Proposed by Councillor Stevens, seconded Cllr Hayward. Voting unanimous in favour. The Clerk would make a note of this on the management accounts.	
108/23-34	Planning applications: Members resolved that there is no objection for application PL/2023/02461 - reinstate first floor window. Members to ratify the following comments dealt with by email: None	JA
109/23-24	Play Area Members agreed that the fencing will be repaired once the weather improves. There should be no ball games in the play area. Cllr Hayward would make enquires regarding signage.	RG RH
110/23-24	Grounds Maintenance The contractor will be meeting Cllr Hayward on Saturday to provide a quotation for strimming and hedge cutting. Cllr Hayward would source one further quotation. The fallen tree will be removed. One quotation has been received. A survey of the other trees that are left will be undertaken. The Chairman is awaiting a further quotation.	RH PS
111/23-24	Parish Steward There had been little contact with the Parish Steward over the last few weeks since Christmas. The Clerk and Cllr Burgess would attempt to get in touch with the Steward again.	JA, SB
112/23-24	LHFIG The Local Highways and Footpaths Improvement Group (LHFIG) had met on 23 January. Cllr Muns reported that another department would take the issue raised by the school forward, this was "Take Action on School Journeys". It is beneficial for the Parish Council to work with the school and Ruth Durrant at Wiltshire Council will support this process. The Parish Council discussed a request from PW regarding overgrown leylandii hedging. The Parish Council agreed that Mr. W could replace his leylandii with a fence. But they were unable to support any planting or works to the public highways. Mr. W would need to seek permissions from Wiltshire Council for this type of work. The Clerk would write to Mr. W.	JA
113/23-24	Emergency Planning The Parish Council resolved to apply for an emergency electricity system once the grant round is available. The schematics of the pavilion would be identified in order that quotes for battery packs could be sourced. The Clerk would begin to draft the Emergency Plan and circulate to Members for their contribution. A group would be useful to take forward the Emergency Plan. Priority groups should get themselves signed up to Scottish and Southern Electric (SSE).	SB JA
114/23-24	Storage Area A filing cabinet is already in the storage area. Cllr Hayward would bring another filing cabinet and would also measure up for the new door.	RH
115/23-24	Adoption of Policies	

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	The Parish Council reviewed the updated Standing Orders and Financial Regulations. The policies were re-adopted for 2024/25. The next review would be in February 2025. Proposed by Cllr Gray, seconded Cllr Jones. Voting unanimous in favour. The Clerk would place the updated policies onto the website.	JA
116/23-24	Asset Register Members agreed to remove the dog foul camera and to add the following to the register – strimmer, trees, storage hut. Members approved the asset register. Proposed by Cllr Jones, seconded Cllr Burgess. Voting unanimous in favour. The Clerk would place the updated Asset Register and place onto the website.	JA
117/23-24	Events 2024 Members noted the upcoming events: Craft Fair Saturday 16 th March 10am – 2pm Pavilion Spring Clean Sunday 24 th March 10am – 12pm Pavilion It would be useful to find out what other groups are undertaking in the village and help to publicise these.	JA
118/23-24	Correspondence for noting Members noted the correspondence received.	
	The meeting closed at 9.08	

Future Parish Council Meeting dates:

Monday April 8th Parish Council Meeting
Monday May 13th Annual Parish Meeting and Annual Council Meeting

**For more information, please see the Council's website
at WWW.GREATCHEVERELL.ORG**

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