

CHEVERELL MAGNA PARISH COUNCIL

MINUTES OF THE MEETING OF CHEVERELL MAGNA PARISH COUNCIL HELD ON Monday 15th June 2020 Online Meeting

Minute No.	Item	Action
01/20	Councillors in Attendance A. Alexander, B. Morillo-Hall, P. Cadwgan, K.Porter Cllr. R. Gamble, Wiltshire Council	
02/20	Public in Attendance: 4	
03/20	Apologies for Absence: Cllr. R. Hayward, Cllr. S. Pearce Cllr. N Bland Mr T Knight, Erlestoke Prison	
04/20	Open Forum: Two parishioners brought to the attention of the Council that some damage had occurred to the hedgerows and bank next to the pub during recent work to the pub garden. Discussion was had and it was agreed that Cllr. Alexander would communicate in writing the concern to District Cllr. Gamble who would then take the matter up with the Planning Enforcement Team.	Cllr. Alexander
05/20	Disclosures of Interest None	
06/20	Minutes of the Meeting held on 2nd March 2020 Council <i>unanimously agreed</i> the Minutes	
07/20	Report by Cllr. R. Gamble, Wiltshire Council Cllr. Gamble advised that there has been a meeting between the local MP, Danny Kruger and the Ministry of Justice with regards to the environment of Victoria Park. He hadn't yet been apprised of the outcomes of that meeting and would chase the M.P. Reported that there was anecdotal evidence of larger numbers of HGV's using the High Street through Great Cheverell and similar problems had been experienced by a number of villages in the area. He would take this up with officers at the Council. He asked for parishioners to continue to gather 'real' evidence of this issue and to forward these on to him to support his discussions at Wiltshire Council. Cllr. Gamble noted that there had been a planning application for a 'permitted use of current temporary dwelling'. Council said this application was to be reviewed by them. Cllr. Gamble suggested that Council consider whether there was any possibility of the Pavilion being used to support the School in re-opening.	Cllr. Gamble Cllr. Gamble, Community Cllr. Porter Cllr. Porter

Cheverell Magna Parish Council Meeting 15th June 2020

	<p>Cllr. Gamble updated Council on the latest situation regarding recycling centres which had now moved to an online booking system. He also advised that Wiltshire Council had now restarted charging for parking in its' car parks across Wiltshire. He also advised that Wiltshire Council had a £50m deficit from the current COVID-19 situation due to a huge decrease in income from its' facilities; a slowing of Council Tax payments; a large increase in adult and child care services costs and additional costs directly attributable to CV19. They were looking to the Government to fill that gap and were hopeful of that being the case. All this meant that Wiltshire Council was under financial pressure.</p> <p>Council noted Cllr. Gambles' report.</p>	
08/20	<p>Wiltshire Police Changes in personnel at Wiltshire Police meant that currently there was no representative to attend Parish Council meetings. A written report had been sent to Council and they noted the report.</p>	
09/20	<p>Clerk's Report</p> <ol style="list-style-type: none"> 1. Standing Orders: The Clerk proposed that the current Standing Orders be updated to allow delegation of some powers to the Clerk in periods of 'emergency' and 'peak activity' to allow smooth and rapid decision making. This would be in conjunction with 1-2 Councillors to ensure a balanced perspective. Council noted this proposal and agreed in principle. They requested Cllr. Alexander and the Clerk to continue the discussion to find the most appropriate wording and way forward. 2. Risk Register Review: Council reviewed the Risk Register and agreed that it met its' current needs. 3. FR2.2 Reviews: The Clerk advised that during the current CV19 these checks had not been possible. The last review had been in January 2020. She requested that a way be found to restart these to ensure compliance with the Financial Regulations. Council agreed that these could now happen provided that the current CV19 rules were adhered to. 4. The Bell Pub: Alleged hedgerow damage. This item was taken and discussed in the Open Forum session. 5. Planning Applications: The Clerk advised that sometimes applications came to Council between meetings for comment before the next meeting. This gave rise to a problem insofar as to how to deal with these and ensure that any decisions made (even a 'noted' decision) were made in public. Council debated this issue. Cllr. Porter was tasked with creating and heading a Planning Sub-Committee to manage such applications. <p>85 High Street, Great Cheverell: Cllr. Porter advised Council that she had received a letter from a parishioner regarding the current fencing at this site. Wiltshire Council had allowed it to stay erected pending a review of the planning application which had been received about the site despite the fact that the fence itself had not had planning approval. The question was now that planning had been refused, could the fencing be taken down? Cllr. Cadwgan advised that it posed a visual hazard to both pedestrians and motorists in an already congested area. Cllr. Alexander requested that Cllr. Porter send him the letter and he would progress the matter. Council agreed with this course of action.</p>	<p>Clerk & Cllr. Alexander</p> <p>Clerk & Cllr. Porter</p> <p>Cllr. Porter</p> <p>Cllr. Alexander</p>

Cheverell Magna Parish Council Meeting 15th June 2020

<p>Erlestoke Prison and Victoria Park: Cllr. Alexander asked Cllr. Gamble if he could put pressure on Wiltshire Council or the Ministry of Justice to resolve the problem of lighting at Victoria Park. There had been police requests for the villagers there to report strangers to them as there had been an increase in items being thrown into the prison grounds. Cllr. Alexander said that many of these people were undesirable and wandered Victoria Park after dark causing anxiety and distress to those living there as well as a problem for Erlestoke Prison. Cllr. Gamble advised that this wasn't a Wiltshire Council matter that it could progress, nevertheless he agreed to pursue the matter.</p> <p>6. Playground, Great Cheverell: The Clerk suggested that it might be prudent to review the situation with the Playground which was currently closed and out of bounds to the Public in preparation for a potential re-opening in the coming weeks. Cllr. Morillo-Hall said that she would wait for Government guidelines to establish precisely what would need to be done to keep the public safe; she would also do a full check of the equipment and area. In the meantime, she stated that she would do a visual check and report back to Council, particularly if there were any items in need of repair. Council agreed with this way forward.</p> <p>7. Unity Bank: The Clerk advised that there were now 3 Councillors who were all authorising signatories on the online bank account. These were: Cllr. Alexander; Cllr. Morillo-Hall and Cllr. Cadwgan.</p> <p>8. Insurance: The Clerk advised Councils' insurance renewal date was fast approaching and that there were a number of new endorsements related to COVID19. Council requested that the Clerk seek further advice from the brokers on the matter.</p> <p>9. FaceBook Page: The Clerk advised that she felt that, as the Page had been successful in increasing members, that there was an increased risk to the Council as this was not a closed group Page and there was a mix of Council and non Council business posted on it. Council agreed that the 'ownership' of the Page should belong to the Community and not the Council. The Council resolved that the name of the Page would be changed to Community Page and the Council would post on it but it would not manage or own the the content or the administration of the Page to ensure a distance between Council and Community 'business'.</p> <p>10. Information Commissioners Office: Council agreed to formally ratify the adoption of the Data Protection Policy.</p> <p>11. Volunteer Risk Assessment (COVID19): Council agreed to formally ratify the adoption of the Volunteer Risk Assessment.</p> <p>12. Royal Sun Alliance Insurance note on Volunteers: Council agreed to formally note the note on insurance coverage advice for volunteers (COVID19).</p> <p>13. Governance, AGM and APM: The Clerk advised that the emergency legislation relating to the governance of Councils allowed for the AGM and APM to be deferred to May 2021 should Councils deem it appropriate for their needs. It also allowed for Councillors to remain in post in their delegated roles until the same time. Council determined that they would defer the AGM and APM until April/May 2021. Council also determined that all Councillors would stay in their current responsibility roles.</p>	<p>Cllr. Gamble</p> <p>Cllr. Morillo-Hall</p> <p>Clerk</p> <p>Cllr. Porter</p>
--	--

Cheverell Magna Parish Council Meeting 15th June 2020

10/20	<p>14. Council noted the updated meeting dates for the remainder of 2020.</p> <p>Finance:</p> <p>1 i Council noted its' current financial position</p> <p>ii Council noted and approved the following payments due:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Clerks Salary</td> <td>(June 2020)</td> </tr> <tr> <td>£28.00</td> <td>Ringstones Media</td> </tr> <tr> <td>£40.00</td> <td>Information Commissioners Office</td> </tr> <tr> <td>£174.00</td> <td>Auditing Solutions Ltd</td> </tr> <tr> <td>£204.60</td> <td>Great Cheverell Maintenance Group - payee R Hayward</td> </tr> <tr> <td>£428.20</td> <td>WPS Hallam - RSA Council Insurance</td> </tr> </table> <p>iii Council noted the Budget Outturn Analysis for the year 2019-20.</p> <p>iv Council noted the variance to the approved budgets shown in the BvA analysis.</p> <p>2. Council noted that Unity Bank has reduced the interest rate on its' deposit account to 0%. It determined that interest rates on more secure accounts are almost if not at 0% currently and resolved to keep its' reserves in Unity Banks deposit account for the time being.</p> <p>3. i a Council reviewed and noted the Internal Audit Report which Council had successfully 'passed'. Council commented that the progress on the Clerks' contract of employment should be brought to a conclusion.</p> <p>b Council noted that the Annual Governance and Accountability Return (AGAR) 2019/20 pt 2 pp4 had been signed by the Internal Auditor.</p> <p>c Council resolved to sign the Small Authority Certificate of Exemption from a Limited Assurance Review by the external Auditor and that the Clerk and Cllr. Alexander, as Chair, should do so as soon as possible in order to comply with regulatory requirements.</p> <p>d Council resolved that the Chair should sign AGAR 2019/20 Pt 2 Section 1 (Annual Governance Statement) and Section 2 (Accounting Statements) (pp5 & 6).</p> <p>ii Council noted that the dates for the period of Exercise of Public Rights of Publication of the AGAR and supporting documents are Monday 6th July to Friday 14th August 2020.</p>	Clerks Salary	(June 2020)	£28.00	Ringstones Media	£40.00	Information Commissioners Office	£174.00	Auditing Solutions Ltd	£204.60	Great Cheverell Maintenance Group - payee R Hayward	£428.20	WPS Hallam - RSA Council Insurance	<p>Clerk</p> <p>Cllr. Alexander, Clerk</p> <p>Clerk and Cllr. Alexander</p> <p>Clerk and Cllr. Alexander</p>
Clerks Salary	(June 2020)													
£28.00	Ringstones Media													
£40.00	Information Commissioners Office													
£174.00	Auditing Solutions Ltd													
£204.60	Great Cheverell Maintenance Group - payee R Hayward													
£428.20	WPS Hallam - RSA Council Insurance													
164/19	<p>Standing Reports:</p> <p>Traffic: Cllr. Cadwgan, in the light of the ongoing difficulties with traffic through the village, proposed that a Working Party be formed to develop options for tackling this perennial problem. Council agreed to this proposal.</p> <p>Autospeedwatch system: Cllr. Cadwgan advised Council that the device was working. He reported that of those motorists 'caught' speeding this week, none had been exceeding 30mph. A parishioner had asked if it was possible for another device to be located at the lower part of the village however, COVID19 had interrupted further consideration of this request.</p> <p>Parish Steward: Cllr. Porter reported that the Parish Steward service had returned and had further cleared the area of the fallen fence (Green Lane, nr Weavers Mead)</p>	<p>Cllr. Cadwgan</p> <p>Cllr. Cadwgan</p>												

Cheverell Magna Parish Council Meeting 15th June 2020

	<p>and stabilised the fence even further. They had also cleared some of the overhanging branches.</p> <p>Volunteer work: Cllr. Alexander reported that a young DoE recruit had, of his own accord, cleared a footpath in the vicinity of the School from debris and overgrown hedges etc. He asked if Council would be minded to approve a small gift of a book token to thank him for his community minded endeavours. Council approved the expenditure of £15 under s.137 expenditure.</p>	Cllr. Alexander
<p>The meeting closed at 9.30pm</p>		

NEXT MEETINGS: Due to the current Coronavirus situation the next Full Council meeting will be held online in June, the date of which will be confirmed in due course.

**FOR MORE INFORMATION, PLEASE SEE THE COUNCIL'S WEBSITE AT
www.greatcheverell.org**