

CHEVERELL MAGNA PARISH COUNCIL

MINUTES OF THE MEETING OF CHEVERELL MAGNA PARISH COUNCIL HELD ON Monday 7th September 2020 Online Meeting

Minute No.	Item	Action
24/20	Councillors in Attendance A.Alexander; R. Hayward; , P. Cadwgan, K. Porter. N. Bland	
25/20	Public in Attendance: 0	
26/20	Apologies for Absence: Cllr. B. Morillo-Hall Cllr. S. Pearce Mr T Knight, Erlestoke Prison	
27/20	Open Forum: None	
28/20	Disclosures of Interest None	
29/20	Minutes of the Meeting held on 13th July 2020 Council <i>unanimously agreed</i> the Minutes	
30/20	Wiltshire Council	
31/20	Wiltshire Police A written report had been sent to Council and they <i>noted</i> the report. Cllr Alexander <i>advised</i> that he had been in communication with Wiltshire Police and they had advised that if the community saw any drone activity in the vicinity of Erlestoke Prison that they should call 999. Two men had recently been arrested who had been sighted acting suspiciously in the area. He also <i>reported</i> that he had been discussing the lighting problem in Victoria Park with the Police Crime Commissioner and they had forwarded the concerns to the Ministry of Justice. He said that he was trying all angles to see if he could get some positive activity to resolve the problem. Council <i>noted</i> Cllr. Alexanders' comments.	
32/20	Clerk's Report 1. Councils' Standing Orders: Cllr. Alexander suggested that the best way forward with this was for himself and the Clerk to have a more detailed discussion on the matter and to come up with proposals for amendment to put to Council. Council <i>agreed</i> with this suggestion. 2. Planning: i. 85 High Street, Great Cheverell: Cllr. Porter <i>advised</i> that, following representation to the Council by both Councillors and the community, the Planning Enforcement Officer had insisted upon the removal of the hoarding which fronted almost immediately onto the road. The Developer	Clerk & Cllr. Alexander Cllr. Porter

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	<p>had complied with this requirement. She again reported that an Appeal was in process but that no date had yet been set to hear the Appeal. Council noted the information. After discussion, Council resolved that, dependent upon the outcome of the Appeal, they would ask Wiltshire Council planning department to ensure that any fencing around the site be required to have Planning Permission prior to installation.</p> <p>ii. The Bell Pub - Hedgerow Damage: Cllr Porter advised that the Planning Enforcement Officer decision on this matter had been delivered and that it was 'no further action'. Council noted the information.</p> <p>iii. Application No: GC 20/06204/LBC, Old Bell Cottage, 11 High Street, Great Cheverell: Council resolved that it had no objections to this application.</p> <p>iv. Spatial Planning - Briefing Note 20-28 Planning Update (Wiltshire Council). Council deferred this matter to the next Council meeting to allow more time for due consideration of the Briefing Note.</p> <p>3. Planning Sub-Committee: The Clerk placed before Council the draft Terms of Reference for the Planning Sub-Committee. Council reviewed the document and, following minor amendments to operating details, agreed the document.</p> <p>4. The Pavilion:</p> <p>i. The Clerk advised that, as agreed by Council, work was carried out to enable The Pavilion Trust to take over the Rating Liability of The Pavilion as detailed in the Lease document and as agreed and signed by all parties some years ago. That transfer had now taken place successfully. Council noted the information.</p> <p>ii. During the work to transfer the Rating Liability; it was determined that a number of crucial documents to the Council were not secured or available. Following discussion, Council agreed to find a knowledgeable volunteer to research and obtain the originals/copies of these documents for safe keeping by the Council.</p> <p>5. 'Planning for the Future' - Business Strategy for CMCP: Cllr. Alexander proposed that, to promote a proactive and ambitious approach to Council activity as well as continuity and consistency of approach, it would be beneficial for Council to develop a Business Strategy for the next 10 years. The focus would be on developing and improving amenities for the parish community.</p> <p>Council agreed to the proposal and for the initial development sessions to be arranged soon.</p> <p>6. Working Party: Data Protection (WP:DP): Cllr. Bland updated Council on the progress of the WP:DP. Over the Summer recess, Cllrs Bland and Cadwgan had put a number of articles in the local community magazine about the forthcoming Community Survey on the issue of Dog Fouling and the proposed method to deal with it to gauge community sentiment on the subject and support for the proposed actions. A further article would be scheduled to be in the October News and Views to alert the community as to where they could take part in the survey. Cllrs Bland and Cadwgan would be putting posters up around the community environment encouraging people to take their dogs waste home with them for disposal. The online community survey dates for this issue would be 5th - 11th October 2020. Council noted the update.</p>	<p>Cllr. Alexander</p> <p>Clerk</p> <p>Cllr. Hayward</p> <p>Clerk, Cllr. Alexander</p> <p>Clerk</p> <p>Cllrs. Bland, Cadwgan; Clerk</p>
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	<p>7. Data Protection -Updated Privacy Policy: The Clerk placed the amended Privacy Notice for the Council website before Council. Council agreed the newly amended Policy.</p> <p>8. Defibrillator: As the Defibrillator Guardian, Cllr. Porter updated Council with activities relating to the device. She advised that she had been carrying out the checks and reports on the device as required by the Memorandum of Understanding with SWAS. She also advised that, currently, the training date that had been agreed for later in the year was still dependent upon the CV19 situation. Council noted the information.</p> <p>Cllr. Alexander asked Cllr. Porter whether it would be possible to put out a video for the community on Facebook on how to use the device. Cllr. Porter agreed to do this.</p> <p>9. Facebook Page - Cllr. Hayward clarified his concerns with regard to this matter. Council agreed that it would provide specific 'Council' email addresses for Councillors so that their private addresses could remain so. Cllr. Bland agreed to develop a plan for the email system to allow for movement amongst the Councillor body.</p> <p>10. Great British Village Clean-Up - Cllr. Bland informed Council that the event had been publicised in News and Views. The date of the official clean-up was 11th September. Cllr. Bland would do a leaflet drop around the parish to add to the publicity. He proposed that Council would offer a small prize for the largest amount of litter picked up. Council agreed to this proposal.</p>	<p>Clerk</p> <p>Cllr. Porter</p> <p>Cllr. Porter</p> <p>Cllr. Bland</p> <p>Cllr. Bland</p>
<p>33/20</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> <ol style="list-style-type: none"> 1. Clerk's Salary (September 2020) 2. £118.23 Mrs J Sargent - Office consumables 3. £6 Mrs J Sargent - Land Registry Charge for The Pavilion online search 4. £14.39 Mrs J Sargent - Refund of Expenses (Zoom video-conferencing provision) July 5. £14.39 Mrs J Sargent - Refund of Expenses (Zoom video-conferencing provision) August 6. £28.00 Ringstones Media <p>iii Council noted the variance to the approved budgets shown in the BvA analysis.</p> <p>2. Audit 2019-20 - External Audit:</p> <p>Council noted that the period of Exercise of Public Rights of Publication of the AGAR and supporting documents had now come to an end and that no members of the Public had exercised their rights.</p> <p>3. Budget Cycle 2020-21.</p> <p>The Clerk advised that the budget cycle for the forthcoming financial year would commence shortly. Council agreed that the WP:Budget should reconvene to allow a cross pollination of thoughts, aspirations and historical knowledge to support the</p>	<p>Clerk</p> <p>Clerk; Cllrs. Hayward & Porter</p>

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	process. Cllrs Hayward and Porter agreed to recommence their previous positions on the working party.	
34/20	<p>Standing Reports:</p> <p>Tree Assessment Works: Cllr. Alexander advised that a parishioner, who was also a tree surgeon, had advised that there were some concerns about a number of trees (Oaks, Ash and Poplars) in the Pavilion area. Following discussion, Council agreed to commission an up to date Tree Survey. The Clerk would find out the TPO status, or otherwise, of the trees the Council owned, and Cllr. Hayward would make contact with an independent Tree Surgeon with regards to a Tree Survey.</p> <p>Public Footpath by The Orchard and Weavers Mead: Cllr Bland reported that a tree had fallen onto the footpath and a young child had been found in a state of shock near the tree. As the child was young it had not been possible to determine what had happened. However, Cllr. Bland expressed concerns that there were a number of trees which looked in danger of toppling onto the public footpath with the potential for serious injury or worse and the very least causing the nuisance of blockage on a well-used footpath. Council resolved that the Clerk should write to the landowner asking that they review the situation with a view to resolving the matter.</p> <p>Drains: Cllr Alexander reported to Council that the Wiltshire Council surveyor had carried out a survey of the drains in the Parish and advised that they were functional. It was suggested that some of the issues experienced by those in Weavers Mead were potentially caused by other private landowners' activities which had a knock-on effect of water having no route down ditches, (some having been filled in). Private landowners had a responsibility to manage their land and to prevent such problems occurring. Council noted the report.</p> <p>Playing Field: Cllr Hayward reported that the playing field at the Pavilion was becoming more damaged by vehicles traversing it. Council discussed various possibilities to repair the damage and to deter people from taking their vehicles onto the grassed areas. Council agreed to discuss this matter at the next Council meeting in October.</p>	<p>Clerk & Cllr. Hayward</p> <p>Clerk</p> <p>Clerk</p>
	The meeting closed at 9.29pm	

NEXT MEETINGS: Due to the current Coronavirus situation the rest of the years' Full Council meeting will be held **online**. Joining information will be published in due course on the Agenda for each meeting, copies of which will be found on the Council noticeboard; the Great Cheverell community page and the Council website.

Meeting dates:

Monday October 5th 2020

Monday November 2nd 2020

Monday December 7th 2020

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