

CHEVERELL MAGNA PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING OF CHEVERELL MAGNA
PARISH COUNCIL HELD ON MONDAY 24 MAY 2021
AT THE PAVILION, WITCHCOMBE CLOSE, GREAT CHEVERELL

Minute No.	Item	Action
12/21	Councillors in Attendance K. Porter, B. Morillo-Hall, P. Fox, C. Hall Cllr. D. Muns, Wiltshire Council	
13/21	Public in Attendance: 6	
14/21	Apologies for Absence PCSO P. Yarranton (Wiltshire Police)	
15/21	Disclosures of Interest None	
16/21	Election of Chair of the Parish Council for 2021/22 Cllr. K. Porter was proposed by Cllr. Morillo-Hall, and seconded by Cllr. Fox. All in favour. Cllr. Porter took the Chair, and signed her Acceptance of Office.	
17/21	Election of Vice Chair of the Parish Council for 2021/22 Cllr. B. Morillo-Hall was proposed by Cllr. Porter, and seconded by Cllr. Fox. All in favour. Cllr. Morillo-Hall signed her Acceptance of Office.	
18/21	Minutes of the Meeting held on 12 April 2021 <i>Agreed</i> unanimously without amendment. Signed off by the Chair for Public Display.	
19/21	Open Forum Cllr. Porter welcomed Cllr. Dominic Muns to his first Council meeting, following his election to Wiltshire Council on 6 May. He briefly described the changes taking place at Wiltshire Council, with a greater emphasis on devolving finance and functions down to Parish level. He also updated Council on the issues around Victoria Park, which he had already raised with the Devizes MP for ongoing discussion with the Ministry of Justice (MoJ). He notified Council of forthcoming meetings of CATG and the Devizes Area Board, which were still being undertaken via Zoom.	

<p>20/21</p>	<p>Appointment of co-opted Councillors (3 vacancies) Cllr. Porter informed the meeting that, at the 6 May 2021 election, only four Councillors had been returned. She thanked those Councillors who had not stood again, and the Clerk (who has moved away from the area), for their service to the community. Therefore the Council had 3 vacancies, which can be filled by co-option. Applications had been invited, and the Council had considered them on the basis of relevant experience and necessary skills. Mr. Paul Stevens and Mr. Stephen Burgess were therefore <i>invited</i> to join the Council. It was noted, with regret, that a further nominee had subsequently decided not to take up the position for personal reasons. Therefore the Council would again seek applications for the vacant seat, and consider a suitable appointment at a future meeting. Cllrs. Stevens and Burgess, along with Cllrs. Fox and Hall, then signed their Acceptance of Office. Council <i>noted</i> that, pending recruitment of a new Clerk, Cllr. Hall had agreed to act as Clerk. This had been agreed with WALC with the proviso that, as an Elected Councillor, Cllr. Hall would not be paid for his work.</p>	<p>K. Porter</p>
<p>21/21</p>	<p>Allocation of Councillors' responsibilities The Clerk informed Council that these would need to be agreed at the next meeting now that new Councillors had joined the Council. However, two issues were noted as urgent: a) Bank Signatories: it was <i>agreed</i> that Cllrs. Porter and Fox would become signatories, along with Cllr. Morillo-Hall who was an existing signatory. The Clerk has already contacted the Bank to register the changes; b) it was <i>agreed</i> that Cllrs. Porter, Morillo-Hall, Fox and Hall would constitute a Personnel Committee to advertise for, interview and appoint a new Clerk. The process and timetable for this would be brought to Council at the next meeting for approval (in confidential session). It is hoped to make an appointment by the end of July.</p>	<p>Clerk Personnel Cttee</p>
<p>22/21</p>	<p>Urgent Governance and Financial issues The Clerk reported that, as yet, he had not been able to formulate a Financial Report. However, the balances at 31 March 2021 were £22,706. Upcoming issues, which would be brought to the next meeting of Council, were: a) the Annual Governance and Accountability Return (AGAR) for 2020/21, which is a Statutory return that must be made by 30 June. This has been subjected to independent internal audit, which has not produced any concerns of note; b) the insurance renewal, which is due on 21 June following the end of a 3-year Long Term Agreement. The previous Clerk has sought quotations from a range of Brokers, which need to be reviewed.</p>	

23/21	<p>Parish Land replanting scheme</p> <p>Cllr. Fox gave a presentation on the plans for the Witchcombe Close / Pavilion area, which had been drawn up by a Working Party which includes a number of Parishioners. It is intended that this be the subject of an Open Meeting for all Parishioners towards the end of June.</p> <p>Council <i>agreed</i> to commission Paul Jupp, at a cost of £300, to undertake a survey and make a presentation about establishing a wild flower meadow.</p> <p>Council discussed the possible cost of annual maintenance by a professional contractor, which would need to be market-tested and included in the Council's budget for 2022/23, which will be agreed at the January 2022 meeting.</p> <p>Council also discussed the ongoing need for the storage shed, and would determine what was stored there.</p>	P. Fox
The meeting closed at 8.26pm.		

NEXT MEETINGS:

- Monday 7 June 2021, 7.30pm
- Monday 5 July 2021, 7.30pm
- Monday 6 September 2021, 7.30pm

At The Pavilion, Witchcombe Close

**FOR MORE INFORMATION, PLEASE SEE THE COUNCIL'S WEBSITE AT
WWW.GREATCHEVERELL.ORG**