

## CHEVERELL MAGNA PARISH COUNCIL

Minutes of the Meeting of Cheverell Magna Parish Council  
Held at The Pavilion, Witchcombe Close, Great Cheverell  
Monday 1<sup>st</sup> November 2021 at 7.30pm

Minute No.	Item	Action
91/21	<b>Councillors in Attendance:</b> Cllrs Burgess, Hall Morillo-Hall Porter (Chair) and Stevens	
92/21	<b>Public in Attendance:</b> 1 (Wiltshire Councillor Muns)	
93/21	<b>Apologies for Absence:</b> None	
94/21	<b>Disclosure of Interest</b> Cllr Porter declared an interest in item 106/21 Great Cheverell Pavilion Trust	
95/21	<b>Open Forum:</b> The Clerk read out the following question sent to the Council: Does the Council consider that the plea for members of the public to minimise attendance at the meeting tonight, because of the high COVID rate, yet the Council's intent to meet in person, could be interpreted as a deliberate action to avoid being held to account? I agree that Covid is a concern, so was consideration given to holding the meeting by virtual means? The Council approved the following answer: The Council's request that people consider whether their attendance at the Parish Council meeting is necessary is entirely based on advice from Wiltshire Council to take measures to reduce opportunities for Covid to spread while the infection rates are so high. Unfortunately, the Government removed the legal regulations that allowed the Council to hold its meetings virtually in May this year, so the Council has to meet in person. All those who attend will be asked to wear masks, use hand sanitiser and socially distance while in the hall to enable the Council to hold its meeting as safely as possible, there is no question of the public not being able or welcome to attend just advice that residents consider their own safety before doing so.	
96/21	<b>Minutes of the Meeting held on 4<sup>th</sup> October 2021</b> Cllr Burgess asked that the word homeowner be replaced with property owner on item 79/21. Agreed The Minutes of the meeting held on the 4 <sup>th</sup> October 2021 were approved with the amendment in 79/21 deleting homeowner and replacing with property owner, as a correct record and signed by the Chair.	
97/21	<b>Wiltshire Council Report</b> Cllr Muns reported the following: <ul style="list-style-type: none"> <li>• Plans for Black Dog junction are still with Atkins.</li> <li>• A recent email from the Police and Crime Commissioner indicates his desire to achieve greater coordination of the Community Speed Watch Teams. The new Speed Enforcement Officers will be able to work with community</li> </ul>	

	<p>speed watch teams to identify peak problem times and locations for the Speed enforcement officers to patrol and issue fines to those speeding. It is hoped that the current two officers will rise to 8 in 12 months provided the revenue from their work is high enough to support the posts.</p> <ul style="list-style-type: none"> <li>• CATG meets on Teams on 9<sup>th</sup> November at 10am</li> <li>• Area Board will be on 6<sup>th</sup> December and hopefully will be an in-person meeting.</li> </ul> <p>Cllr Hall suggested that the Community Speed Watch Team be advised that greater coordination between teams in the area is proposed and schedules of Speed Watch times and locations may need to be provided to the Police.</p>	Clerk									
98/21	<p><b>Clerk's Report</b>  The Clerk updated Councillors on actions taken following the last meeting.  Petanque  Cllr Hall had followed up a request for a Petanque court, the requirements are fairly small and may be able to be done by volunteers with a modest budget funded from reserves. As it is largely a summer pursuit this can be considered again in Spring 2022.  Council Vacancy  The Vacancy resulting from the resignation of Roland Gray is advertised until 18<sup>th</sup> November 2021.</p> <ul style="list-style-type: none"> <li>•Emergency measures for Delegated Decisions  The Council made the following decision.  Agreed: Should the Council be unable to reach a quorum to make decisions, either through Cllrs having Covid or isolating or through Councillors perceiving the risk to be too great to those that are vulnerable that the Council approve the emergency delegated powers to the Clerk to ensure business continuity as drafted.</li> <li>•Model Publications Scheme  The Council considered its publication scheme and charges.  The Council made the following decision:  Agreed: That the Publications Scheme as drafted be approved and published on the website.</li> </ul>										
	<p><b>Finance Report</b>  The Clerk detailed amendments to the report circulated, reported the Council's current banking performance against budget and presented the payments for approval and noting. The Council made the following decision.  Agreed: That the following payments be made:</p> <table border="1" data-bbox="376 1854 1206 2040"> <thead> <tr> <th>Amount</th> <th>Payee</th> <th>Goods or service</th> </tr> </thead> <tbody> <tr> <td>£1814.40</td> <td>Goughs Solicitors</td> <td>Legal advice on Overage Deed</td> </tr> <tr> <td>£107.78</td> <td>R Hayward</td> <td>Mower parts (£4.88 + £101.92)</td> </tr> </tbody> </table>	Amount	Payee	Goods or service	£1814.40	Goughs Solicitors	Legal advice on Overage Deed	£107.78	R Hayward	Mower parts (£4.88 + £101.92)	
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£111.60	Playsafety Ltd	Playground Safety Report
£30.67	Sarah Glen	Printer Ink and Stationery (£19.68 + 10.99)
£81.00	Sarah Glen	Mileage
£5.59	Sarah Glen	Safety Tape
<b>£2151.04</b>	<b>Total</b>	

Agreed: The following payments be noted:

Amount	Payee	Goods or service
£367.20	Sarah Glen	Salary October 2021
£28.00	Ringstones	IT/Website support October
£18.00	Unity Trust Bank	Bank service charge Jul – Oct 2021
<b>£413.20</b>	<b>Total</b>	

The Council noted the Council's financial position as follows:

Current Account	£11701.98
Instant Access Account	£19469.36
Total	£31171.34
Minus uncleared cheques	0
Minus payments to be approved	£2151.04
Minus payments to be noted	£413.20
<b>Total</b>	<b>£28607.10</b>

### **Budget 2022/23**

The Clerk presented a draft budget. Cllrs are asked to send suggestions for changes to the Clerk and a further report to be brought back to the December Council meeting with a view to agreeing a Precept request in January 2022.

The following issues were discussed:

- Training budget be increased to fund playground safety training.
- Playground maintenance and replacements to be funded from reserves.
- Repayment of Area Board Grant for Mower for Victoria Park residents to be considered, Residents Association to be consulted.

All  
Councillors

100/21

### **Playground**

#### •Annual Safety Report

The Council considered the annual safety report on the Witchcombe playground, and the subsequent problems identified with the climbing bars and the zip wire. It was agreed that the climbing bars were underused and do not require replacement. Council believed it could source bark top up required from local suppliers. Cllr Morillo-Hall awaiting a quote for the Wetpour.

	<p>Council considered a quote for replacements from Playdale and made the following decision:  Agreed: that a revised quote be requested to include 2 cradle seats, new zip wire, delivery, and installation. This to be approved and actioned provided the cost is not more than £2891.00.</p> <ul style="list-style-type: none"> <li>•Response to problems and emergency safety work at the playground.</li> </ul> <p>The Council discussed the need to be able to make safe or repair playground equipment quickly when problems are identified.</p>	Clerk
101/21	<p><b>Witchcombe Close Planting Project</b>  Cllr Burgess reported on behalf of the Working group. The school would like to get involved with the project and would sponsor all the trees to be planted to give the pupils an interest in and ownership of the project.  Local company WH Landscaping have offered to assist the Council with advice and planning for the project going forward and are willing to provide seed and trees for free.  The Council expressed its thanks to WH Landscaping for its generous offer.  Area for planting will require weed spraying, the areas to be sprayed to be marked and publicised.  The Council made the following decisions:  Agreed: That up to £50 to be spent on the purchase of weedkiller and any equipment necessary to carry out the spraying.  Cllr Porter to take responsibility for organising the provision of refreshments for both planting days.  Agreed: That the budget for refreshments for the planting days be set at £50.00  Clerk to send details of the stump grinding purchase order to Cllr Burgess to follow up.</p>	<p>Cllr Burgess</p> <p>Cllr Porter</p> <p>Clerk</p>
102/21	<p><b>Planning</b>  •<b>PL/2021/09782</b> The Barn, Mill Farm, Cheverell Green Road, Great Cheverell, SN10 5UP  Change of use of existing offices and storage buildings into a single residential unit; the removal of timber structures and the provision of new garages; associated works  The Council considered the application and decided not to make any comment.</p>	
103/21	<p><b>Risk Register</b>  Cllrs to make any further comments on the revised risk schedule to Cllr Hall and a final revision to be reported to the December Meeting for approval.</p>	All Councillors
104/21	<p><b>Anti-social behaviour/ Crime</b>  Cllr Morillo-Hall reported on a meeting with the local PCSO about the anti-social behaviour reported to the Council. The Police asked that residents report incidents of excessive noise damage etc to the police so that a record of issues can be</p>	

	<p>formed. Cllr Morillo-Hall had not received any further reports since the last meeting.</p> <p>The PCSO also suggested that the community might wish to consider starting a youth club to give teenagers somewhere to go to socialise. Cllrs Stevens, Morillo-Hall and Porter to contact existing clubs for advice and report back.</p> <p>Cllrs also discussed the recent break-ins in the village, no update available but Police have asked for information and advised residents to keep cars and houses locked.</p> <p>A Tik Tok craze for hammering on the doors of vulnerable residents has also been reported locally, residents are asked to report any instances of this to the Police.</p>	
105/21	<p><b>Dog Mess/Dog waste bin</b></p> <p>Cllr Morillo-Hall reported that she had contacted the Wiltshire Council Dog Warden who had offered advice and to patrol areas with problems that are reported via <a href="mailto:dogs@wiltshire.gov.uk">dogs@wiltshire.gov.uk</a></p> <p>Provision of new dog waste bins can be considered. This will include gaining permission from landowners and purchase of the bin and waste collection services.</p>	
106/21	<p><b>Great Cheverell New Pavilion Trust</b></p> <p>Item deferred.</p> <p>Cllr Stevens reported that he had attended the Pavilion Trust AGM.</p>	
107/21	<p><b>Standing Reports</b></p> <p>Nothing to report.</p>	
108/21	<p><b>Confidential Session: Removal of the Public</b></p> <p>Agreed: The Council agreed that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.</p>	
109/21	<p><b>Maintenance Contract</b></p> <p>Agreed: The Council accepted the quote from Idverde to provide grass cutting, hedge/ shrub maintenance, weekly playground inspection and bin emptying and disposal for the Council's property at Witchcombe Close and Bartletts at a cost of £4198.23 plus VAT per annum.</p> <p>The Council asked that the company provide details of its response to climate change and nesting birds.</p> <p>Clerk to find out if the company can provide an emergency repair service for any problems identified during the playground inspections.</p> <p>Councill asked that the Chair write a letter to Mr Hayward expressing their thanks for his work and that of his team in maintaining the Council's property.</p>	<p>Clerk</p> <p>Cllr Porter</p>
	The meeting closed at: 9.50pm	

Future Meeting dates

November	17 <sup>th</sup> 2021	Human Resources
December	6 <sup>th</sup> 2021	Full Council
January	10 <sup>th</sup> 2022	Full Council
February	7 <sup>th</sup> 2022	Full Council

at The Pavilion, Witchcombe Close, Great Cheverell

**For more information, please see the Council's website at**  
**[WWW.GREATCHEVERELL.ORG](http://WWW.GREATCHEVERELL.ORG)**

Signed by the Chair