

CHEVERELL MAGNA PARISH COUNCIL

Minutes of the Meeting of Cheverell Magna Parish Council
held at
The Pavilion, Witchcombe Close, Great Cheverell
Monday 4th September 2023 at 7.30pm

Minute No.	Item	Action
	Membership: S Burgess (SB), R Gray (RG) R Hayward (RH), L Jones (LJ), P Stevens (Chairman)(PS), S Thomson (Vice Chairman) (ST) 1 Vacancy	
	Councillors in Attendance: Cllr Stevens (Chairman), Cllr Thomson (Vice Chairman), Cllr Burgess, Cllr Gray (RG) Cllr Hayward, Cllr D Muns (Wiltshire Council)	
	Officers: Jacqui Abbott Parish Clerk & RFO (JA) Public in Attendance Members of the public in attendance: 1 Press: None	
47/23-24	Apologies Cllr Jones	
48 /23-24	<i>Standing Orders were suspended at 7.34 PM to allow for public participation.</i> Public Participation Cllr Muns gave an update regarding the potential reduction in the black dog junction speed limit. The appetite for a reduction is there along with junction realignment and moving fencing and hedgerows to accommodate this. The budget is ringfenced for this project from Wiltshire Council. There remains a need to track down some of the ownership of the land required. Cllr Muns asked the Parish Council to help identify land ownership. Cllr Muns requested that concerns regarding drainage were raised on the My Wilts app or website. Cllr Muns agreed to chase up outstanding issues that had been raised if provided with the reference numbers. Cllr Muns provided an update to the parish council regarding Victoria Park residents association recorded under the agenda item below. PC spoke about the enquiry from a local football club to use the pavilion field on Sunday every other week during the season. Great Cheverell residents would be welcome to join. The club would pay for markings and some pitch upkeep. The club would bring nets each time. The Parish Council discussed the request under the agenda item below.	JA JA
49/23-24	<i>Standing Orders were reinstated at 7.50 PM following public participation.</i> To receive any petitions or deputations None	
50/23-24	Declarations of Interest	

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	None																																											
51/23-24	<p>Chairman's Announcements</p> <p>The Chairman requested that issues and concerns within the village be reported to the Parish Clerk or to the Members of the Council so that they could be dealt with appropriately by the Parish Council.</p>																																											
52/23-24 52.1/23-24 52.2/23-24	<p>Minutes</p> <p>The minutes of the meeting held on 26th June 2023 were approved and signed by the Chair. Proposed by Cllr Burgess, Seconded by Cllr Hayward, voting unanimous in favour</p> <p>Matters Arising</p> <p>None</p>																																											
53/23-24	Financial Information																																											
53.1/23-24	<p>Payments for Approval</p> <table border="0"> <tr> <td>300146</td> <td>Idverde Grounds maintenance May</td> <td>£461.77</td> </tr> <tr> <td>300147</td> <td>Playground repairs Avian Ltd</td> <td>£1316.40</td> </tr> <tr> <td>300148</td> <td>Annual Insurance premium</td> <td>£522.53</td> </tr> <tr> <td>300149</td> <td>SW Ambulance Defib 4 yrs.</td> <td>£2160.00</td> </tr> <tr> <td>300150</td> <td>HMRC PAYE July</td> <td>£102.20</td> </tr> <tr> <td>300151</td> <td>Clerk & RFO Salary July</td> <td>£422.48</td> </tr> <tr> <td>300152</td> <td>Local Council Manual refund J.Abbott</td> <td>£70.19</td> </tr> <tr> <td>300153</td> <td>The Clerk's Manual refund J.Abbott</td> <td>£52.30</td> </tr> <tr> <td>300154</td> <td>Contribution gift to Locum refund J.Abbott</td> <td>£30.00</td> </tr> <tr> <td>300155</td> <td>Clerk & RFO Salary August</td> <td>£422.48</td> </tr> <tr> <td>300156</td> <td>HMRC PAYE August</td> <td>£102.20</td> </tr> <tr> <td>SO</td> <td>Website Chris Hardwick April, May, June, July, August</td> <td>£25 per month</td> </tr> <tr> <td>ICO</td> <td>Data Protection Fee</td> <td>£35.00</td> </tr> <tr> <td>Bank</td> <td>Service Charge fee</td> <td>£18.00</td> </tr> </table> <p>Members are asked to note that the Information Commissioner's Data Protection fee has been paid and the amount is £35.00.</p> <p>It was proposed by Cllr Stevens, Seconded by Cllr Burgess that all payments be approved, voting unanimous in favour</p>	300146	Idverde Grounds maintenance May	£461.77	300147	Playground repairs Avian Ltd	£1316.40	300148	Annual Insurance premium	£522.53	300149	SW Ambulance Defib 4 yrs.	£2160.00	300150	HMRC PAYE July	£102.20	300151	Clerk & RFO Salary July	£422.48	300152	Local Council Manual refund J.Abbott	£70.19	300153	The Clerk's Manual refund J.Abbott	£52.30	300154	Contribution gift to Locum refund J.Abbott	£30.00	300155	Clerk & RFO Salary August	£422.48	300156	HMRC PAYE August	£102.20	SO	Website Chris Hardwick April, May, June, July, August	£25 per month	ICO	Data Protection Fee	£35.00	Bank	Service Charge fee	£18.00	
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53.2/23-24	<p>Bank Reconciliation</p> <p>Members approved the monthly bank reconciliations for June and July 2023 which were signed by Cllr Stevens</p>																																											
53.3/23-24	<p>Budget 2024-25</p> <p>Members discussed priorities for the 2024-25 budget. The budget would be finalised in December 2023. It is likely that grounds maintenance will be a significant element. The parish council would like to split the works required and maintain more control over the quality. Other priorities will be the children's play area, particularly for younger children. The Clerk would work with Members to present budget options in the Autumn. The Clerk would also look for funding opportunities for the play area.</p>	JA																																										

Signed.....

<p>54/23-24 54.1/23-24 54.2/23-24</p>	<p>Planning applications Members to comment on the following: None</p> <p>Members to ratify the comments made on the following applications dealt with by email:</p> <p>PL/2023/03492 Belle Ville, 21 High Street, Great Cheverell, SN10 5TH</p> <p>Householder application Replacement extensions, garage and alterations re-submission.</p> <p>https://development.wiltshire.gov.uk/pr/s/planningapplication/a0i3z00001AxSWi/pl202304097</p> <p>No objection via email</p> <p>PL/2023/06321 Hillcrest, 79, High Street, Great Cheverell</p> <p>Householder application Modification of existing entrance to provide vehicle parking bay</p> <p>Planning Application: PL/2023/06321 (wiltshire.gov.uk)</p> <p>No objection via email</p>	
<p>55/23-24</p>	<p>Victoria Park Residents Association</p> <p>Cllr Muns provided a report on behalf of Victoria Park Residents Association (VPRA). A meeting had been held in July with Cllr Muns, Des Read (VPRA Chairman), the Ministry of Justice, Danny Kruger MP and residents. There has been a lot of positive activity recently. However, Wiltshire Council's legal team have confirmed that it is not legally permissible for Wiltshire Council to give permission for a trackway across a village green. It is very important therefore, that the residents of Victoria Park are all in full agreement to allow the trackway to be put in place with the understanding that the green will be fully reinstated after the works have finished. It would be most helpful if Cheverell Magna Parish Council were able to support VPRA in publicising the need for the trackway with the residents. The parish council resolved that it would help with publicity. Proposed by Cllr Burgess, Seconded by Cllr Gray, voting unanimous in favour.</p>	<p>JA</p>
<p>56/23-24 56.1/23-24</p>	<p>Play Area</p> <p>The clerk provided 3 quotations for fencing repairs / replacement to the play area. £1490.24 for repairs 1st Aid for Fencing £6412.60 for complete replacement 1st Aid for Fencing £1206.00 for repairs Avian Fencing All figures are inclusive of VAT One more quotation was expected shortly.</p> <p>The parish council resolved to spend up to £1500 on repairs to fencing. Proposed by Councillor Stevens, Seconded by Cllr Hayward, voting unanimous in favour.</p>	<p>RH JA</p>

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56.2/23-24	Monthly inspections were being received from Idverde. The annual inspection by Playdale would take place in September.	
57/23-24	Grounds Maintenance	
57.1/23-24	Members discussed the grounds maintenance contract with Idverde. Idverde had not followed the specification as agreed in the contract. The Parish Council was disappointed with both the frequency and the quality of the grounds maintenance provided. Idverde had agreed to make a cost reduction on this basis. They had also provided an updated schedule.	
57.2/23-24	The parish council resolved to continue with the contract, subject to the cost reduction. Proposed by Cllr Stevens, Seconded by Cllr Burges, voting unanimous in favour.	JA
58/23-24	Parish Steward	
	Cllr Burgess gave a full report on the work of the Parish Steward. Cllr Burgess has walked around the village with the Steward for 2 hours looking at drains, hedging, footpaths, signage, cleanliness and trees. The steward has a very comprehensive list which is in progress. This would be posted onto the village website.	JA
59/23-24	Resilience Planning	
	The clerk gave a report on the Resilience event of 31.8.23. It has been a well-attended, very well organised event. The parish council discussed emergency planning including the recruitment of volunteer flood and snow wardens which could be part of a Community Emergency Plan. Members agreed that an event would be the most appropriate way to gain interest in developing a plan and recruiting volunteers.	
	The clerk would contact Wiltshire Council and other groups to check the support available to hold an event and help create the plan.	JA
	The clerk would look at funding opportunities for equipment such as an emergency generator.	JA
60/23-24	Footpaths	
	The parish council discussed a variety of footpaths in the village and responsibility for their maintenance.	
	My Wilts App should be used for reporting issues to Wiltshire Council.	
	The Parish Council agreed to write to Little Cheverell Parish Council regarding the shared footpath.	JA
61/23-24	Use of Pavilion field for football	
	Members discussed the use of the pavilion field for a local football club. The parish council would be able to maintain the grass and roll the pitch with the changing rooms being available. Lining and nets would need to be managed by the club.	
	The charge would be finalised using West Lavington as a guide, Cllr Muns to check the fee.	DM

Signed.....

	The parish council resolved to let the pitch to the club. Proposed by Councillor Gray, seconded Councillor Burgess, voting unanimous in favour.	
62/23-24	<p>Councillor Recruitment</p> <p>Cllr Sara Thomson tendered her resignation at the meeting and was thanked by the parish council for her service.</p> <p>The clerk provided an application form for potential Councillors and a poster to aid publicity which would also be placed on the website.</p> <p>The new notice Boards would be put up on 23 September around 10am – volunteers to liaise with Cllr Hayward.</p>	<p>JA</p> <p>RH</p>
63/23-24	<p>Events</p> <p>Members discussed the proposed events for the year.</p> <p>Defibrillator Training – 14th September 7pm – 9pm The clerk has produced a flyer and all to help with publicity.</p> <p>Artisan Fair – Booked for 16th September at The Pavilion, 10am – 2pm. The clerk has produced a flyer and all to help with publicity.</p>	
64/23-24	<p>Correspondence for noting</p> <p>The meeting closed at 9.01pm</p>	

Future Meeting dates:

Monday November 6th Parish Council Meeting
Monday December 4th Parish Council Meeting

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

Signed.....