CHEVERELL MAGNA PARISH COUNCIL

MINUTES OF THE MEETING OF CHEVERELL MAGNA PARISH COUNCIL HELD ON MONDAY 7 NOVEMBER 2016 AT THE PAVILION, WITCHCOMBE CLOSE, GREAT CHEVERELL

Minute No.	Item	Action
	Open Forum: No matters raised	
	Councillors in Attendance: Cllrs. S. Davies (Chair), R. Hayward (Vice Chair), A. Lumb, H. Simons, S. Pearce R. Gamble (Wiltshire Council)	
	Public in Attendance: None	
173/16	 Apologies for Absence: Cllrs. J. Andrew and T. Alexander D. Read, Victoria Park Residents Association (VPRA) The Council <i>noted</i> the resignation of Cllr. J. Andrew, who had been a Councillor for some 18 years. It was <i>agreed</i> that a note thanking her for her service would be included in the next edition of 'News and Views'. A suitable leaving gift would be obtained and presented. Notices of a Casual Vacancy would be issued. 	Clerk Cllr. Davies Clerk
174/16	Disclosures of Interest: None declared	
175/16	Minutes of the Meeting held on 3 October 2016: Agreed with minor typographical amendments. Signed off by the Chair for Public Display.	Clerk
176/16	 Planning: 16/10572/TCA (22 High Street) – No objections raised 16/10871/TCA (The Bell) – No objections raised 16/08263/FUL (58, The Green) – Noted (not previously seen) 	
177/16	 Report by Cllr. R. Gamble, Wiltshire Council: The military exercise 'Operation Wessex Storm' is currently taking place across Salisbury Plain. Some of this will be undertaken throughout the night. It is hoped that residents will not be greatly disturbed. It was <i>noted</i> that details are already available on the Council website. 	

177/16 (contd.)	 The Government is consulting on whether to institute referenda on Parish Precept increases. Cllr. Gamble would provide more information, which the Council will consider at its December meeting. Housing issues at Victoria Park are the subject of ongoing discussions between VPRA, the local MP, and the Ministry of Justice. It was suggested that a local Rural Housing Association could be interested in providing affordable housing for the area. Tim Knight has been appointed as the new Governor of Erlestoke Prison. Meetings with Councillors can be arranged if required. The issue of flooding at No. 1, Witchcombe Close (considered at the previous meeting) had produced a disappointing response from Wiltshire Council. It was agreed that the report from Mr. S. Scothern to Cllr. Gamble be forwarded to Mr & Mrs Brown, with a request that they keep the Parish Council informed of any further meetings and contact with the drainage experts at Wiltshire Council. 	All Councillors Cllr. Davies
178/16	Victoria Park Residents Association: No report received.	
	Councillors expressed general concern at the lack of activity on the issues.	
	the issues.	
179/16	 Personnel Sub-Committee: Cllr. Davies updated Council. Two strong candidates were interviewed, and Mr Hall was appointed and welcomed to the Council. The other candidate has been referred to Coulston and Erlestoke Parish Councils, who are also looking for a new Clerk. The Clerk reported that necessary contact addresses, including emails, have already been changed. Cllr. Lumb informed Council that a number of Policy Statements relating to the Clerk's appointment (Job Description, Contract of Employment, Expenses (Clerk and Councillors), Grievance and Disciplinary) have been drafted or amended and would need to be approved by Council in due course. 	Cllr. Lumb
180/16	 Finance: The Clerk informed Council that banking arrangements still needed to be clarified following the change of Clerk, and he would shortly be visiting the Councils Bankers with the Chair to facilitate this. Estimated bank balances were reported. An analysis of the approved 2016/17 budget was presented, with projected outturns to 31 March 2017. Council discussed the individual variances, and noted that a small underspend 	Clerk Cllr. Davies

190/16	vvaa averantly projected	
180/16 (contd.)	 was currently projected. The most significant variance from budget relates to Insurances, which increased due to the purchase of a new Mower. Council agreed a revised budget of £1,095.88 for this item (Proposed: R. Hayward, Seconded S. Pearce, Unanimously Agreed). Council expressed their satisfaction with the new style of financial reporting. Councillors were reminded to submit any bids for 2017/18 budgets to the Clerk as soon as possible. This would be a key agenda item at the December meeting so that the Precept could be agreed at the January 2017 meeting. The Clerk is working on a revised System of Internal Control, reflecting the requirements of the Council's Standing Orders 	All Councillors
	 and Financial Regulations, designed to reassure Councillors and external review bodies such as Parishioners and Auditors. This would be reported to Council in due course, but would need to be in place before the end of the Financial Year in order to provide necessary support to the Annual Accounts. Cllr. Davies referred to the improvements currently being made to St. Peter's Church. This would be considered further at the December meeting. 	Clerk
181/16	 Councillor Training: Council was reminded that there was a training session for Councillors being held at Bratton Village Hall on 23 November at 7:30pm. All Councillors are urged to attend. The Clerk reported that he is booked on a Society of Local Council Clerk's (SLCC) Finance training course on 9 November, the cost of which is within budget. 	All Councillors
182/16	 School Competition: This was previously being managed by Cllr. Andrew. It was agreed that the role would now be managed by Cllr. Lumb. Progress was unknown, so Cllr. Lumb would make contract with Mrs Henning, the Headmistress at Holy Trinity. Council agreed that this issue was an important link between the village and the School, which would be maintained. 	Cllr. Lumb
183/16	Register of Interests: The Chair reminded all Councillors of the importance of fully and accurately maintaining this record, which is linked to the Council's website for Public Display. The necessary passwords would be re-circulated. The Clerk advised that this was important so that the Public could see that Councillors were open and impartial in their financial dealings as they affected Council business.	All Councillors

Parish Steward: Cllr. Pearce informed Council of his contacts with Wiltshire Council. Only 5 priorities could be specified, and these have been decided as Drain Clearance, Debris (eg. leaf clearance), Signage visibility, Potholes, and general Overgrowth. The next inspection is on 14 November. It was <i>agreed</i> that, if Cllr. Pearce was unable to attend, another Councillor would be delegated. The flooding issues on the C40 at the northern end of the village (near Weavers Mead) appear to have been resolved by Wessex Water. The repairs needed to be monitored.	Cllr. Pearce / All Councillors
Play Area Monthly Inspection: This was previously being managed by Cllr. Andrew. It was agreed that the role would now be managed by Cllr. Simons.	Cllr. Simons
Play Area Annual Report: The Council has received a report from RoSPA detailing a number of deficiencies with the equipment and surrounding area. Most of these are Low Risk, but a small number have been classed as	Cllr. Hayward
Medium Risk. Remedial action would be undertaken by Cllr. Hayward, and Cllr. Pearce <i>agreed</i> to supply loose wood chippings for the safety surfaces.	Cllr. Pearce
General maintenance: It was <i>agreed</i> that a local handyman would be asked to trim the bushes by the Witchcombe Bus Stop, and around the Pavilion.	Cllr. Hayward
Traffic and Highways Issues:	
 Speed Indicator Devices (SIDs): (taken as one item) Cllr. Lumb informed Council that 5 out of 6 local Parishes were keen to deploy the SID obtained from Wiltshire Council. A meeting with interested Councils would shortly be held to arrange the details. 	Cllr. Lumb Cllr. Hayward
• There was general disappointment at the level of speeding through the village, despite the 20mph limit and the efforts of the Community Speedwatch Team. This was strongly felt to be due to the lack of a visible Police presence. Fixed Penalty Notices needed to be issued, and publicised, to educate speeding drivers. It was <i>agreed</i> that Cllr. Lumb would write to the Police and Crime Commissioner for Wiltshire, using data provided by Community Speedwatch, in order to raise the Council's concerns.	Cllr. Lumb
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186/16 190/16 (contd.)	• Cllr. Lumb reported that the B3098 had not been selected for the Freight Assessment and Priority Mechanism this year and that there was now little chance of progress by the 8 parishes trying for joint action on all traffic issues on the B3098/C40. With regret, the Council <i>agreed</i> to rest this issue until at least 2017/18, when new budgets may become available.	
187/16	Footpaths:	
	Cllr. Lumb reported progress on inspecting various footpaths around the village. The following actions were noted:	
	• Footpath 1: Diverting the path round the maize field would require a Diversion Order costing £1875. Council <i>agreed</i> no further action on this. Other improvements have been made as a result of complaints by Council and in particular, the efforts of a local resident (Mr. Coupe). These changes include installation of new handrails and stile steps and strimming by Wiltshire Council. Council <i>agreed</i> to support Mr. Coupe in further work on this footpath.	
	• Footpath 8: Cllr. Pearce <i>agreed</i> to contact the landowner about clearing the top section of this path.	Cllr. Pearce
	• Footpath 9: - this was under discussion with Cheverell Parva Parish Council as the path was fenced off and stiles installed without authorisation. Wiltshire Council is involved with the landowner, but remedial work is difficult due to the presence of the oil pipeline.	Cllr. Lumb
	• Footpath 12 - this has been cleared by Cllr. Lumb and her husband and more extensively by Cllr. Hayward at the top end.	
188/16	New Play Equipment Project: Deferred for consideration at the December meeting.	
189/16	First Aid Training: Deferred for consideration at the December meeting.	Cllr. Alexander
191/16	Crime Report: Council expressed its general concern with the lack of reporting from Wiltshire Police, especially as there had been a recent crime of extortion in the village that was only discovered via the Police's Facebook page. It was <i>agreed</i> that this issue would also be raised in a letter to the Police and Crime Commissioner (see Minute 186/16 above).	Cllr. Lumb

Pavilion issues: Cllr. Davies reported a complaint from a parishioner about overgrowth around the Pavilion, which is the Parish Council's responsibility. This would need to be addressed either by commissioning a local handyman (see Minute 185/16 above), or by a 'Trim and Clean Up' Day. Cllr. Simons reported that the Pavilion Trust was replacing the front door and water heater, as required. She would also raise the issue of new signage. Emergency Plan: Deferred for consideration at the December meeting. Cllr. Alexander Pavilio Cllr. Alexander Cllr. Alexander Cllr. Alexander Outstanding Issues: Broken Street Light – Cllr. Pearce would report this on the 'MyWiltshire' webpage; Fracking – Deferred for consideration at the December meeting; Hedge along School Lane – it has been noted that the hedge has been cut back to allow safe passage for vehicles. Parishioners have expressed a concern that the hedge has not been topped as well, but Council agreed that this is the choice of the landowner and beyond Council's remit; Ditch behind Weavers Mead – the Council expressed general concern that no one was taking responsibility for this, and that the Council might be forced to undertake the work but subsequently be unable to recover the cost. Grant funding might be available, but the footpath would have to be closed for the duration of the works for Health & Safety reasons. Cllr. Simons agreed to discuss the issue further with Wiltshire Council. Cllr. Hayward also suggested that this ditch was part of a much larger water network, including the excess run-off from the Wessex Water reservoir, and is potentially of much more significance. Council agreed to investigate this further.	CIlr. Davies reported a complaint from a parishioner about overgrowth around the Pavilion, which is the Parish Council's responsibility. This would need to be addressed either by commissioning a local handyman (see Minute 185/16 above), or by a "Trim and Clean Up' Day. CIlr. Simons reported that the Pavilion Trust was replacing the front door and water heater, as required. She would also raise the issue of new signage. Emergency Plan: Deferred for consideration at the December meeting. CIlr. Alexander Pacebook Page: Deferred for consideration at the December meeting. CIlr. Alexander CIlr. Alexander CIlr. Pearce Poferred for consideration at the December meeting. CIlr. Alexander CIlr. Alexander CIlr. Pearce Pracking - Deferred for consideration at the December meeting; Hedge along School Lane – it has been noted that the hedge has been cut back to allow safe passage for vehicles. Parishioners have expressed a concern that the hedge has been topped as well, but Council agreed that this is the choice of the landowner and beyond Council's remit; Ditch behind Weavers Mead – the Council expressed general concern that no one was taking responsibility for this, and that the Council might be forced to undertake the work but subsequently be unable to recover the cost. Grant funding might be available, but the footpath would have to be closed for the duration of the works for Health & Safety reasons. CIlr. Simons agreed to discuss the issue further with Wiltshire Council. CIlr. Hayward also suggested that this ditch was part of a much larger water network, including the excess run-off from the Wessex Water reservoir, and is potentially of much more significance. Council agreed to investigate this further.			
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NEXT MEETINGS: Monday 5 December 2016, 7.30pm

Monday 9 January 2017, 7.30pm

All at The Pavilion, Witchcombe Close

ANNUAL PARISH MEETING: Thursday, 20 April 2017 (further notice to be given)

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