CHEVERELL MAGNA PARISH COUNCIL

MINUTES OF THE MEETING OF CHEVERELL MAGNA PARISH COUNCIL HELD ON MONDAY 4 JUNE 2018 AT THE PAVILION, WITCHCOMBE CLOSE, GREAT CHEVERELL

Minute No.	Item	Action
100/18	Councillors in Attendance: A. Alexander (Chair), H. Simons, P. Cadwgan Cllr. R. Gamble (Wiltshire Council)	
101/18	Co-option of new Councillor Mrs. Kimi Porter, of Weavers Mead, put herself forward for the vacancy caused by the resignation of Amyas Godfrey. Council warmly welcomed her, and <i>unanimously approved</i> her co-option. Mrs. Porter signed her Declaration of Acceptance of Office, and joined the Council.	
102/18	Public in Attendance: 3	
103/18	Apologies for Absence: Cllr. S. Pearce (work commitments)	
104/18	 Open Forum: a) Mr. F. Coupe raised concerns about the accessibility of footpath CHEM1 where it crosses farmed land. A stile is broken, and the footpath has not been kept clear. There are also concerns about drainage. Council agreed to refer the matter to the Wiltshire Council Engineer for Rights of Way. b) With regard to the building site behind The Bell, Mr. Coupe expressed his concern that some of the Public Land had been appropriated for access. It was agreed to refer this to the Enforcement Officer. 	Clerk
105/18	Disclosures of Interest: None declared.	
106/18	Minutes of the Annual General Meeting held on 14 May 2018: Agreed unanimously without amendment. Signed off by the Chair for Public Display.	Clerk
107/18	Actions from previous meetings: All covered in submitted papers.	

108/18	 Report by Cllr. R. Gamble, Wiltshire Council: a) Cllr. Gamble referred back to his report to the Annual Parish Meeting on 24 May, and said that nothing of note had occurred since then. b) A discussion was held about the situation with Victoria Park. The Atkins report on necessary ground repairs was still awaited, but should be issued imminently. It was generally agreed that Wiltshire Council should suggest to the Ministry of Justice (MoJ) that the Parish Council be allowed to take over the mowing of grass verges and recreational areas, allowing the MoJ to concentrate on the more complex issues of street lighting, ground conditions and drainage. The only caveats to this would be that the Parish Council would need to extend its insurance cover, and that Victoria Park residents would be required to form a team to undertake the work, after suitable Health and Safety training. c) Cllr. Gamble agreed to follow up the recent drainage problems in the village after the emptying of the Pear Tree Reservoir, and the drainage problems along The Green. 	R. Gamble D. Read, VPRA R. Gamble
109/18	Wiltshire Police: No report received. The Clerk was asked to contact the Police and remind them of the importance of keeping the Council and parishioners fully informed of local issues.	Clerk
110/18	 Clerk's Report: a) Council was updated on the Casual Vacancy, the building plot behind The Bell Inn, correspondence with the Ministry of Justice re. Victoria Park, and correspondence with the Wiltshire Council Dog Warden re. dog fouling. b) Specific roles were re-allocated between Councillors, following the co-option of Cllr. Porter. Further revision may be required when the remaining vacancy is filled. c) Council considered the results of an exercise to renew necessary insurance cover for the next 3 years. Two quotations had been received, and the Clerk had compared policy conditions to ensure that they meet all requirements. The Council agreed (proposed Cllr. Alexander, seconded Cllr. Cadwgan, all in favour) to accept the quote from WPS Insurance Brokers (Royal Sun Alliance) in the sum of £428.20, which offered a considerable saving on previous years while enhancing insurance cover, especially for events such as the Soapbox Derby and the Summer Fayre. 	Clerk

111/18	Finance:	
111/10	 a) 2018/19: Council noted the current balances and projected outturn. The following payments were approved: Clerk's Salary (May 2018); £28.00 - Ringstones Media re. Website management (May 2018) (NB. both of these payments are made by Standing Order) £97.70 - C. Hall (Parish Clerk) re. Expenses £47.47 - Cheverell Store re. APM refreshments £428.20 - WPS Insurance Brokers re. 2018/19 Insurance provision £174.00 - Auditing Solutions Ltd. re. 2017/18 Internal Audit (including £29.00 recoverable VAT). b) With regard to the Community Balance of £530.55, the Clerk was asked to contact the Soapbox Derby Committee on the feasibility of providing a specific trophy, for example the fastest team from Great Cheverell. 	Clerk
	 2017/18 Annual Accounts (AGAR): c) The Council considered the 2017/18 Internal Audit Report from Auditing Solutions Ltd. Council noted the complimentary comments and the level of assurance that the Council's control procedures were robust. The Council accepted the two recommendations contained in the report, concerning the lowering of financial limits requiring tendering, and a small amount of back pay to the Clerk in light of a revised salary calculation method; d) Council noted that the required Statements were now complete, and would be shortly submitted to the External Auditors (PKF Littlejohn LLP); e) Council noted that the period for the Exercise of Public Rights would be from 18 June to 27 July inclusive. 	Clerk Clerk
112/18	Traffic issues: a) Speed Indication Devices (SID's): Cllr. Cadwgan reported	P. Cadwgan
	no further actions at this time.	r. Cadwgaii
	b) CATG: no recent meeting.	H. Simons
113/18	Planning: No applications notified by Wiltshire Council.	
114/18	Parish Steward: No report received, due to the absence of Cllr. Pearce.	

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115/18	 Litter / Footpaths: a) Cllr. Simons referred to the blocked watercourse and broken fencing on CHEM7 near Weavers Mead. Cllr. Alexander agreed to repair the fencing. Cllr. Porter has identified the resident who is blocking the drainage with illegal dumping of garden waste – the Clerk was asked to formally write to the resident concerned. b) Discussions were held about enhancing the proposed Village Clean Up Day on 28 July, to include a Village Picnic. This would require proper advertising, and leafleting to every household. Further discussions would be held at the July meeting. 	A. Alexander Clerk
116/18	Victoria Park Residents Association (VPRA): No report received. However, see Minute 108/18(b) above.	
117/18	Pavilion issues: The Trust has not met recently, apart from its AGM on 24 May.	R. Hayward H. Simons
118/18	Playground: Cllr. Simons had undertaken the monthly inspection, and reported that the grass reseeding was now taking. Repairs to the gate spring and cracked swing would be commissioned shortly.	Clerk
119/18	Revised reporting requirements Cllr. Alexander referred back to the conference he recently attended, and outlined his suggestions for a revised meeting format which would allow greater time for discussions on improvement projects. The Clerk would draft a revised meeting format for consideration prior to the next meeting on 2 July.	Clerk
	The meeting closed at 9.24pm.	

NEXT MEETINGS: Monday 2 July, 7.30pm

Monday 3 September, 7.30pm

All at The Pavilion, Witchcombe Close

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