

CHEVERELL MAGNA PARISH COUNCIL

Minutes of the Meeting of Cheverell Magna Parish Council
held at
The Pavilion, Witchcombe Close, Great Cheverell
Monday 3rd October 2022 at 7.30pm

| Minute No. | Item | Action |
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| | Membership: A Alexander (AA), S Burgess (SB), R Hayward (RH), L Jones (LJ), P Stevens (Chairman)(PS), S Thomson (Vice Chairman) (ST) 1 Casual Vacancy | |
| | Councillors in Attendance: Cllrs A Alexander, S Burgess, R Hayward, L Jones, P Stevens (Chairman) & S Thomson. Cllr D Muns WC. | |
| | Officers: Locum Clerk Heather Parks FSLCC (HP) Public in Attendance: 6 Press: None | |
| 108/22 | Apologies - None | |
| 109/22 | <p>Public Participation <i>Standing Orders were suspended to allow for public participation at 7-35pm</i></p> <p>Mrs J F spoke on planning application PL/2022/06632 She had written to the planning office at WC in August and her comments were not uploaded to the public system. I don't want this house to have a double garage which is being moved to the middle of the garden. I don't understand why. Her educated guess was that a drive would be created to enable future planning. She was concerned about the listed status of the site and the potential for her garden to subside. She was happy with the extension to create a three bedroom house but not happy with demolishing the garage. There was also criticism that the notices for the original planning application and then the listed building consent were not issued together.</p> <p>Mr D R spoke on behalf of Victoria Park Residents Association. He reminded the Parish Council that the group was re-established in 2012 and the membership is made up of residents in Victoria Park. They have an elected committee and meet regularly. There is a constitution in place, and this would be forwarded to the Parish Council. The MOJ have long neglected the site in relation to roads, pavements and sewerage. The main objective is to get works completed to a satisfactory conclusion.</p> | The Clerk would arrange |

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| <p>Funds were agreed to carry out works which have been continually delayed. It is believed that the EA do not have a permitting officer in place which has delayed matters. Dominic Muns has supported the group regularly and are constantly in touch.</p> <p>Living on a building site for the last 18 months the residents are still fighting. The Parish Council were also thanked for their continued support.</p> <p>If anyone has any ideas how to move this forward, the association would be grateful to hear them.</p> <p>There used to be a village notice board on the estate and the Parish Council were asked if this could be reinstated.</p> <p>There is still £2500 held on behalf of the association for the Victoria Park Mower which came from the Area Board.</p> <p><i>Although the following items were not on the agenda, members responded and promised to investigate and bring back to the next meeting.</i></p> <p>Mr A A Asked if the Parish Council would be represented at the annual Remembrance Day service in the village and would a wreath be required? <i>It was recorded that the Parish Council would participate, and a wreath would be required.</i></p> <p>Mrs H S Reminded members about a stone seat that had been promised and a suitable site had been identified</p> <p>Traffic in the village is diabolical and photographs were produced about the white lining that had not been refreshed as promised.</p> <p>Councillor Dominic Muns spoke on the issue at Victoria Park. The relationship with the Parish Council is positive and it would be great for Wiltshire Council to adopt the roads in the estate without having to continually chase the MOJ. There may be times down the road when we have to join up together.</p> <p>There have clearly been some issues with both planning applications not been issued at the same time and having to deal with them at two separate meetings. There would</p> | <p>The Clerk would put these two items on November's agenda.</p> |
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| 109.1/22 | <p>need to be some strong public opinion for a call in and under the current policies, that wasn't present with PL/2022/06632.</p> <p>Black Dog Crossroads – he drew the Parish's attention to the crossroads, and that Wiltshire Highways are intending to carry out some improvements to the traffic speed and consider the provision of a footpath up to West Lavington village.</p> <p>Speedwatch team do a great job in the village. There is a push for adoption of the auto speed watch, but some resistance is with back office staff at Wiltshire Police who are inundated with additional work and not sufficient staff to cope with the workload. Auto Speed watch is pausing at present.</p> <p>If you want to use it on private land, you can upload the footage to Wiltshire Police.</p> <p>To receive any petitions or deputations None</p> <p><i>Standing Orders were reinstated at 8-15pm</i></p> | |
| 110/22 | <p>Declarations of Interest None</p> | |
| 111/22 | <p>Chair's Announcements It was noted that K Porter had resigned from the Parish Council</p> | |
| 112/22 112.1/22 112.2/22 | <p>Minutes The minutes of the meeting held on 22nd August 2022 were approved and signed by the Chair.</p> <p>Matters Arising None</p> | |
| 113/22 | <p>Victoria Park Residents Association <i>Members agreed to bring this item forward on the agenda for discussion.</i></p> <p>It was proposed by Councillor Alexander, Seconded Councillor Thomas that the Parish Council would make enquiries on the current situation at Victoria Park and whether it could be established when work might be started. Voting unanimous in favour.</p> | HP would make enquiries. |
| 114/22 114.1/22 | <p>Financial Information Payments for approval 3-6/22 Chq 300086 £1679.28 idverde April, May, June & July 7/22 Chq 300087 £465.62 Insurance</p> | |

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| | <p>8 - 9/22 Chq 300088 £630.40 H Parks Invoice June & July 10/22 Chq 300089 £152 HMRC Tax & NI June & July 11/22 Chq 300090 £607.89 H Parks Invoice August 12/22 Chq 300091 £145.40 HMRC Tax & NI August 13/22 Chq 300092 £109.20 Playsafety ROSPA inspection 14/22 Chq 300093 £589.74 Pavilion Trust Jubilee celebrations</p> <p>It was proposed by Councillor Jones, Seconded Councillor Hayward that all payments be approved. Voting unanimous in favour.</p> <p>114.2/22 Management Accounts Noted</p> <p>114.3/22 Draft Budget 2023-2024 The members reviewed each line of the proposed budget and reserves and instructed the clerk to make a couple of adjustments. A copy of the ground's maintenance contract is to be circulated to each member and investigations would take place on bringing some of the work back in house. Members were reminded that the four year Defib contract would need to be renewed and it was thought that rather than pay for the whole term up front, it would be possible to pay annually. Councillor SB offered a laptop which was in good working order and not that old, hardly used, which could be provided for the next Parish Clerk. This was a good offer and all that would be required is the purchase of software. The completion of the hedging was also discussed, 80 whips were expected from the Tree Council, so no further funds were required at this stage. It was thought that a tree survey was not required in 2023. There is still a desire for some training for members. An amended draft budget would be put forward to the November meeting for further discussion.</p> | <p>HP to circulate the contract and provide an amended budget for the November meeting.</p> |
| <p>115/22 115.1/22 115.2/22</p> | <p>Planning</p> <p>Members to comment on the following applications and instruct the Clerk to submit responses to Wiltshire Council: None</p> <p>Members to ratify comments agreed by email which have been submitted to Wiltshire Council : PL/2022/06632 - Works to a Listed Building Belle Ville, 21 High Street, Great Cheverell, SN10 5TH Replacement extensions, garage and alterations</p> | |

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| | https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000018dpyA No Objection Despite public representation on this planning application, the Parish Council continued to have no objection to the plans and ratified their comments. Proposed Councillor Thomas, Seconded Councillor Alexander. Voting unanimous in favour. | |
| 116/22 | Play Area This item is being deferred until the next meeting for a full discussion in relation to the ROSPA report. It was resolved that Councillor Hayward would be able to re-tension the Zip Wire, details had been supplied by Playdale. He would also review on behalf of the Parish Council the work that could be carried out in house as a result of the ROSPA report. | RH |
| 117/22 | Annual Audit 2021-2022 The Annual Audit is now complete – Noted. | |
| 118/22 | Policy Documents <ul style="list-style-type: none"> • Data Protection audit • Data Breach • Subject access form • Consent to hold contact info • New Councillor contact privacy notice • Privacy impact assessment • Privacy Notice • Model Publication Scheme • Website Accessibility statement • Document Retention Scheme • Code of Conduct • Grants • Terms of Reference • Health & Safety It was proposed by Councillor Jones and Seconded Councillor Thomas that all the policy documents submitted be adopted. Voting unanimous in favour. | |
| 119/22 | Pavilion Trust It was resolved to arrange a working group meeting with members to discuss the lease and options for dealing with insuring the outside space. Initially a copy of the lease would be circulated to all members. | HP to circulate and arrange |
| 120/22 | Correspondence issued to members Noted | |
| | <i>In view of the confidential nature of the business about to be transacted, it was advisable that the public and press leave the meeting at 9.20pm</i> | |

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| 121/22 | Staffing | |
| 121.1/22 | Locum Clerk – Invoices Members approved the Locum Clerk’s invoices for August and September. Proposed Councillor Hayward, Seconded Councillor Jones. Voting unanimous in favour. | |
| 121.2/22 | Parish Clerk Post An interview by Zoom has been arranged with the candidate. | HR Working group |
| The meeting closed at: 9.35pm | | |

Future Meeting dates

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| November | 7 th 2022 | Parish Council |
| December | 5 th 2022 | Parish Council |
| January | 9 th 2023 | Parish Council |
| February | 6 th 2023 | Parish Council |
| March | 6 th 2023 | Parish Council |

at The Pavilion, Witchcombe Close

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

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