

CHEVERELL MAGNA PARISH COUNCIL

Minutes of the Meeting of Cheverell Magna Parish Council
held at
The Pavilion, Witchcombe Close, Great Cheverell
Monday 2nd September 2024 at 7.30pm

Minute No.	Item	Action
	<p>Membership: S Burgess (SB) R Gray (RG) R Hayward (RH), L Jones (LJ), P Stevens (Chairman) (PS) 2 Vacancies</p>	
	<p>Councillors in Attendance: Cllr Stevens (Chairman), Cllr Hayward (Vice- Chairman), Cllr Burgess</p>	
	<p>Officers: Jacqui Abbott Parish Clerk & RFO (JA)</p> <p>Public in Attendance Members of the public in attendance: 4</p> <p>Press: None</p>	
24-25/33	Apologies: Cllr Gray	
24-25/34	Declarations of Interest None	
24-25/35	Chairman's Announcements None	
24-25/36	<p>Minutes The minutes of the Parish Council meeting held on 1st July were approved and signed by the Vice-Chairman.</p> <p>Proposed by Cllr Burgess seconded Cllr Hayward. Voting unanimous in favour.</p> <p>Matters Arising None</p>	
24-25/37	<p><i>Standing Orders were suspended at 7.45 to allow for public participation.</i></p> <p>Public Participation</p> <p>HS discussed the drains and piping along the High Street and towards Weavers Mead. There is a concern about the amount of water that flows along this stretch of the village and piping might be improved or installed along the full width as required. However, it was agreed that if this was undertaken, it would impact the Green which is not desirable due to the flood risk in that area. Members have discussed this issue previously and decided that it was not a Parish Council matter nor was it a Local Highways Improvement Group (LHFIG), this is because the ownership of the course of the water is mixed between residents, landowners and highways. However, Cllr Burgess had been liaising with the Parish Steward regarding works in the village and the Steward had helped to clear up the ditches in the area previously. Cllr Burgess would ask the Steward to prioritise this area again.</p> <p>HS discussed the petition regarding bus no. 2 passing through the village. This petition had been forwarded by the Clerk to the Head of Passenger Transport at Wiltshire Council and Cllr Muns (Wiltshire Council). They had both responded favourably and thanked HS for the work involved. The Clerk agreed to chase up any developments with Wiltshire Council.</p>	JA

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24-25/38	<p>HS said that progress regarding the seat at the top of Garson was ongoing and hopefully there would be a seat in place shortly.</p> <p>MH spoke at the meeting. He discussed the grit bin at the Green by the Railway Bridge on the top left side which had been buried under hedging for 2 years. He suggested that the bin be moved to the other side of the road. The Clerk said she would make enquires as to the feasibility.</p> <p>Standing Orders were reinstated at 8.07 PM following public participation.</p> <p>To receive any petitions or deputations None</p>	JA																																								
24-25/39	<p>Victoria Park Residents Association Des Read (Chairman of Victoria Park Residents Association, VPRA) gave an update to the meeting. Early works in the area had been undertaken and temporary remedial works prior to pre-adoption (by Wiltshire Council) would be undertaken shortly. Permits were awaited via the Environment Agency. The proposed new prison extension would affect residents in Erlestoke primarily although if the timing of the works clashed with the Victoria Parks works, this could become an issue due to congestion and parking. DR was following up this potential issue. A meeting with Brian Matthew(MP) for Devizes and Melksham, was planned. DR said he was meeting with the new Governor of the prison. DR was publicising the emergence of Japanese Knotweed on the MOD site near Victoria Park and asking residents to avoid the area due to the potential of spreading this invasive species. The Clerk said she would post onto the Parish Council website and send the information to the Clerk at Erlestoke.</p>	JA																																								
24-25/40 24-25/40.1	<p>Financial Information</p> <p>Payments for Approval</p> <table border="0" data-bbox="359 1332 1348 1848"> <tr> <td>Sean Bailey Strimming</td> <td>18/24-25 300199</td> <td>£</td> <td>75.00</td> </tr> <tr> <td>Service Charge</td> <td></td> <td>£</td> <td>18.00</td> </tr> <tr> <td>Wessex Tree Care</td> <td>19/24-25 BACS6</td> <td>£</td> <td>1,440.00</td> </tr> <tr> <td>Chris Hardwick Website</td> <td>20/24-25SO4</td> <td>£</td> <td>25.00</td> </tr> <tr> <td>Information Office ICO</td> <td>21/24-25 DD1</td> <td>£</td> <td>35.00</td> </tr> <tr> <td>Printer Ink</td> <td>22/24-25BACS7</td> <td>£</td> <td>71.17</td> </tr> <tr> <td>Jacqui Abbott Clerk and RFO July salary</td> <td>23/24-25BACS8</td> <td>£</td> <td>449.88</td> </tr> <tr> <td>HMRC PAYE July</td> <td>24/24-25BACS9</td> <td>£</td> <td>108.80</td> </tr> <tr> <td>Sean Bailey Strimming</td> <td>25/24-25BACS10</td> <td>£</td> <td>75.00</td> </tr> <tr> <td>Chris Hardwick Website</td> <td>26/24-25SO5</td> <td>£</td> <td>25.00</td> </tr> </table> <p>Proposed by Cllr Stevens, Seconded by Cllr Burgess that all payments be approved, voting unanimous in favour.</p>	Sean Bailey Strimming	18/24-25 300199	£	75.00	Service Charge		£	18.00	Wessex Tree Care	19/24-25 BACS6	£	1,440.00	Chris Hardwick Website	20/24-25SO4	£	25.00	Information Office ICO	21/24-25 DD1	£	35.00	Printer Ink	22/24-25BACS7	£	71.17	Jacqui Abbott Clerk and RFO July salary	23/24-25BACS8	£	449.88	HMRC PAYE July	24/24-25BACS9	£	108.80	Sean Bailey Strimming	25/24-25BACS10	£	75.00	Chris Hardwick Website	26/24-25SO5	£	25.00	JA
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24-25/40.2	Members noted the receipt of £124.54 Banking interest	
24-25/40.3	<p>Management Accounts</p> <p>Members noted the financial report and the bank reconciliation along with the bank statements up to August 15th. The bank reconciliation and bank statements were signed by Cllr Paul Stevens.</p>	
24-25/41	<p>Planning applications:</p> <p>Members discussed the following application:</p> <p>Land at the Green, Great Cheverell</p> <p>Application for Permission in Principle for 1 self-build dwelling an associated works</p> <p>Planning Application: PL/2024/04957 (wiltshire.gov.uk)</p> <p>Members reviewed the Flood Risk Assessment provided by the developer. Members agreed that the assessment was flawed and that a very high level of risk for flooding could not be mitigated against. Members stated that “history tells us that the field is prone to flooding on a regular basis – the risk is far greater than that suggested”. The field where this is proposed is a natural flood plain with a severe risk of surface water flooding as seen in the current mapping. Members noted that there had been several previous applications, all rejected.</p> <p>Furthermore, the application would result in a change of use from agricultural land. Flooding was an even greater risk at the moment. In addition, the application conflicts with Wiltshire Council Core Policy 1 (CP1) and Wiltshire Council Core Policy 2 (CP2) to limit development in small villages to infill. This is defined as the filling of a small gap within the village.</p> <p>Meeting decision: Object</p> <p>Proposed by Cllr Stevens seconded Cllr Hayward. Voting unanimous in favour</p> <p>Members to ratify the following comments dealt with by email:</p> <p>None</p>	JA
24-25/42	<p>Play Area</p> <p>The clerk has obtained 3 quotations to replace the play area fencing with a metal fence. The quotations were provided to Members and included in the full agenda pack.</p> <p>Members discussed the various quotations and considered value for money along with the quality of the fencing.</p> <p>Members resolved to accept the quotation from JJO fencing. The cost of complete renewal for the play area in metal fencing, with a 25 year guarantee would be £7,349.68.</p> <p>Proposed by Cllr Stevens, Seconded Cllr Hayward, voting unanimous in favour.</p> <p>The Clerk would write to JJO fencing confirming the contract.</p>	JA
24-25/43	<p>Grounds Maintenance</p> <p>Members discussed the grounds maintenance for the year and were pleased with the combination of services provided including voluntary work by the</p>	

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	<p>Councillors. The general appearance of the grounds were much better this year and there had also been a cost reduction.</p> <p>Sean Davies would undertake a final hedge trim in the Autumn. Mowing would continue as necessary until the grass stopped growing.</p>	
24-25/44	<p>Parish Steward Cllr Burgess is liaising with the Parish Steward. The team had been extremely busy over the Summer plus there had been some holidays. Cllr Burgess would contact the Steward again now that Summer was over. The work of the Steward had been helpful in the village. The footpath up to the B3098 remained an issue. The Clerk would contact the Highways and Cllr Muns again.</p>	JA
24-25/45	<p>Emergency Planning The Clerk was completing the Emergency Plan. More volunteers were required for the plan. The Clerk was meeting Wiltshire Council in September as they were designating the Pavilion as the emergency hub. PC attended the meeting to discuss how a battery might work in the event of the loss of power. The battery would provide lighting and the ability to heat the kettle for a day or so. The Pavilion Trust and the Parish Council would work together to plan an application for funding for next year.</p>	JA, PC, SB
24-25/46	<p>Storage Hut Members to discussed and agreed works to the storage area. Cllr Paul Stevens would purchase the door and door furniture. Following this, the clear up would continue and files moved into the hut.</p>	PS, all.
24-25/47	<p>Adoption of Policies Members adopted the following policies: Community Engagement Policy Staff Appraisal Policy and form Proposed Cllr Burgess, Seconded Cllr Hayward, Voting unanimous in favour. The policies would be posted onto the website.</p>	JA
24-25/48	<p>Clerk Salary Annual Review The Council reviewed Clerk's Salary in line with the Employment Contract. The agreed to increase it by one spinal point from SCP 21 to SCP 22 in line with NALC's scale. This would commence from September 2024. Proposed Cllr Hayward, Seconded Cllr Stevens, Voting unanimous in favour. The Chairman would write to the Clerk to confirm this.</p>	JA
24-25/49	<p>Events 2024 Members noted the upcoming events: Autumn Village Litter pick: Sunday 6th October 10am – 12 noon</p>	JA
	The meeting closed at 8.55pm	

Future Parish Council Meeting dates:

Monday November 4th Parish Council Meeting
Monday December 2nd Parish Council Meeting

For more information, please see the Council's website at

WWW.GREATCHEVERELL.ORG

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