

# CHEVERELL MAGNA PARISH COUNCIL

Minutes of the Meeting of Cheverell Magna Parish Council  
held at  
The Pavilion, Witchcombe Close, Great Cheverell  
Monday 7<sup>th</sup> April, 2025 at 7.30pm

Minute No.	Item	Action
	<b>Membership:</b> S Burgess (SB) R Gray (RG) R Hayward (RH), L Jones (LJ), P Stevens (Chairman) (PS) <b>2 Vacancies</b>	
	<b>Councillors in Attendance:</b> Cllr Stevens (Chairman), Cllr Hayward (Vice- Chairman), Cllr Burgess, Cllr Gray, Cllr Jones.	
	<b>Officers:</b> Jacqui Abbott Parish Clerk & RFO (JA)  <b>Public:</b> Members of the public in attendance: 4 <b>Press:</b> None	
24-25/92	<b>Apologies were received from:</b> Cllr Dominic Muns (Wiltshire Council) Des Read (Victoria Residents' Association)	
24-25/93	<b>Declarations of Interest</b> None	
24-25/94	<b>Chairman's Announcements</b> The Chairman thanked councillors, Lucienne Jones and Roland Gray, for their contribution to the Parish Council over the last two years. Their contribution to the Council and the wider community was very much appreciated.	
24-25/95 24-25/95.1	<b>Minutes</b> The minutes of the Parish Council meeting held on 3 <sup>rd</sup> February were approved and signed by the Chairman.  Proposed LJ, Seconded SB, voting unanimous in favour.	
24-25/95.2	<b>Matters Arising</b> None	
24-25/96	<b><i>Standing Orders were suspended at 7.36 to allow for public participation.</i></b>  <b>Public Participation</b>  Peter Roberts, Chairman of the Governor's, spoke on behalf of Holy Trinity Primary Academy. The school is working hard to make sure that as many parents use travel methods other than driving, including the "home run" car sharing platform which has reduced car journeys by 12 already. PR said that Wiltshire Council has empty spaces on the school buses, but if the child is outside the catchment area there is no subsidy available and the cost is significant. Some parents want their children to attend the school even though it is outside their catchment area. The school is liaising with Wiltshire Council to look into this issue. The school would be grateful of the Parish Council's support on this.  One of the recommendations is to provide lining and these could be white bar lines or no waiting yellow lines.	

Signed.....

24-25/96.1	<p>Governors do their very best to make sure parents and carers comply with all requests regarding dropping off safely and the school sends out notices regularly.</p> <p>Parents are choosing to come to the school from outside of catchment area.</p> <p><b><i>Standing Orders were reinstated at 7.45 PM following public participation.</i></b></p> <p><b>To receive any petitions or deputations</b> None</p>																			
24-25/97	<p><b>Victoria Park Residents Association</b></p> <p>Des Read provided a summary for the meeting. Des reported by email that:</p> <ul style="list-style-type: none"> <li>• an extensive tree survey which we had pursued and a funding application is required as the tree survey identified a larger number of dangerous trees which we had previously identified for the survey itself.</li> <li>• Requests to resolve light pollution from the prison temporary carpark and from the road entrance to the prison itself, both have been evidenced and no action taken as far as we can see, light impacting into residents properties remain an issue.</li> <li>• The absence of street lights (only 3 working across the estate) have been reported several times both to the MoJ London and the Area manager at the prison. Responses indicate a holding position or non-action.</li> <li>• Cllr Muns (Wiltshire Council) and I are discussing a press release with committee agreement.</li> <li>• I have contacted our MP seeking responses from his contact with the Sect of State yet to receive a reply.</li> </ul> <p>The Parish Council agree to chase a response for the letter that the Council had sent to the Secretary of State on 27<sup>th</sup> January and also to write a letter regarding street lighting.</p>	JA																		
24-25/98	<b>Financial Information</b>																			
24-25/98.1	<p><b>Payments for Approval</b> – all payments require two signatories.</p> <table border="1"> <tbody> <tr> <td>Stationary refund</td><td>£</td><td>51.04</td></tr> <tr> <td>Website Feb</td><td>£</td><td>25.00</td></tr> <tr> <td>Service charge Jan</td><td>£</td><td>6.00</td></tr> <tr> <td>Wilts ALC</td><td>£</td><td>24.00</td></tr> <tr> <td>Clerk Salary February</td><td>£</td><td>543.10</td></tr> <tr> <td>HMRC February</td><td>£</td><td>132.20</td></tr> </tbody> </table>	Stationary refund	£	51.04	Website Feb	£	25.00	Service charge Jan	£	6.00	Wilts ALC	£	24.00	Clerk Salary February	£	543.10	HMRC February	£	132.20	
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24-25/98.2	<b>Members noted -£9.52 adjustment to the Clerk's salary for 24-25</b>																																								
24-25/98.3	<b>Members noted the following receipts:</b>  Bank interest £97.82 Bank Compensation £25																																								
24-25/98.4	<b>Bank reconciliation</b>  Members approved the end of year bank reconciliation and the Chairman signed the bank statements up to 31.03.2025.  Proposed RG, Seconded PS, Voting unanimous in favour.																																								
24-25/98.5	<b>Annual Accounts</b>  Members approved the end of year accounts for 2024-25  Proposed LG, Seconded SB, Voting unanimous in favour																																								
24-25/98.6	<b>Management Accounts:</b> Members reviewed the expenditure against the budget for the year. The budget had been accurate and well managed over the financial year 2024-25 with no significant under or overspends. A small overspend on grounds maintenance was noted due to tree works but overall expenditure was as expected. £7,500 for fencing had been paid from recreation area reserves, put aside for this purpose.																																								

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24-25/99	<b>Planning applications:</b> Members commented on the following applications:			
24-25/99.1	<p>Land at the Green, Great Cheverell <a href="https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ3000006ZikH">https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ3000006ZikH</a></p> <p>Members had reviewed the additional documents around flood risk and noted Wiltshire Council's objection due to the flood risk. Members felt that there remained a significant increased flood risk to the area and onward into the village if the plans were to be approved. Members agreed to <b>Object</b> to the application.</p> <p>Proposed SB, Seconded LJ, voting unanimous in favour of objection.</p> <table><tr><td>Conservatory to rear of property with a flat roof and glazed lantern roof Edith Marsh, Low Road, Little Cheverell, SN10 4JZ <a href="#">Planning Application: PL/2025/00892</a> <b>No Objection</b></td></tr><tr><td>Regularisation of on site changes to landscape, building details and drive / parking 1 Church Road, Great Cheverell, SN10 5TH <a href="#">Planning Application: PL/2025/02639</a> <b>No Objection</b></td></tr></table> <p>Proposed PS, Seconded RG, voting unanimous in favour of no objection.</p>	Conservatory to rear of property with a flat roof and glazed lantern roof Edith Marsh, Low Road, Little Cheverell, SN10 4JZ <a href="#">Planning Application: PL/2025/00892</a> <b>No Objection</b>	Regularisation of on site changes to landscape, building details and drive / parking 1 Church Road, Great Cheverell, SN10 5TH <a href="#">Planning Application: PL/2025/02639</a> <b>No Objection</b>	JA
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24-25/100	<b>Members noted the Take Action on School Journeys Report</b>			
24-25/100.1	Members remained concerned that sometimes ambulances have not been able to get through due to parent and carer parking. They agreed it was good to see that there was agreement to widen the path up to the B3098 which the Parish Council had agreed with Wiltshire Council. The Council is supportive of the recommendations in the TAOSJ report, particularly for car sharing and agreed that using the spare spaces on the buses would be extremely sensible. The Parish Council would write to Wiltshire Council in support of the report and regarding the empty spaces on the school bus.	JA		
24-25/100.2	<b>Members discussed the request for extra parking</b> The Parish Council did not favour using any green spaces for extra hard standing. The pavilion field is a village amenity and is used for a variety of purposes contributing to the overall health and well-being of parishioners. The request is not a recommendation in the plan and the cost and maintenance would also be prohibitive. A few extra parking spaces would not solve the issue and the report identified a number of preferred recommendations. The Clerk would let the head teacher know.	JA		
	Proposed RH, Seconded LG, voting unanimous in favour of no extra parking spaces.			
24-25/101	<b>Neighbourhood Planning:</b> Members received an update regarding the Neighbourhood Planning meetings. Cllr Burgess was the representative from the Parish Council. A further meeting had taken place on Tuesday 25 <sup>th</sup> March. Ten people attended and agreed that a Neighbourhood plan would be extremely beneficial for the village. They agreed to form a steering group and have set a number of future meetings. One task to complete would be to decided if Little Cheverell should be part of the plan.	SB		

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24-25/102	<p><b>New website and domain name</b></p> <p>Members had reviewed three detailed quotes emailed by the Clerk, from website and email providers. Members agreed that Aubergine – option A - would be the preferred supplier based upon cost and a review of their quality and effectiveness in building websites. They were a government recommended supplier and the preferred supplier of the Society of Local Council Clerks (SLCC). In addition, the accounting business, Scribe, had undertaken a survey of providers and Aubergine had been found to be the best provider on a number of criteria.</p> <p>The Cost would be £499 plus VAT for the first year and £49.99 plus VAT for email addresses, so £659.</p> <p>Proposed LJ, Seconded SB, Voting unanimous in favour.</p>	
24-25/102.1	<p>Members agreed the new website domain name and email address, which was a government approved address, would be:</p> <p><u><a href="http://cheverellmagnaparishcouncil.gov.uk">cheverellmagnaparishcouncil.gov.uk</a></u></p>	JA
24-25/103	<p><b>Pavilion lease</b></p> <p>Members received an update regarding the pavilion lease which would be a 25 year lease with a peppercorn rent. Cllr Burgess was the Parish Council representative.</p> <p>There will be opportunity to make changes if required within the 25 year period and this would not incur costs.</p> <p>It would be finalised after the elections.</p>	SB
24-25/104	<p><b>Risk register</b></p> <p>Members adopted the updated risk register for 2025-26. This would go onto the website.</p> <p>Proposed LJ, Seconded RH, voting unanimous in favour.</p>	JA
24-25/105	<p><b>Storage hut</b></p> <p>The door requires hanging. The safety barriers will be removed from inside the hub by Cllr Hayward and the pantomime equipment will be moved towards the back. Two members are required to put the door on. Roland will be pleased to help out.</p> <p>Cllr Stevens had looked at 20 ft containers to place at the end of the storage hut. It was agreed that this was a good, long-term solution. The funding would likely come from reserves and money put aside for this purpose in the 2026-27 budget.</p>	RG, RH  JA

**The meeting closed at 8.35pm**

**Future Parish Council Meeting dates:**

Monday May 12 <sup>th</sup>	Annual Parish Meeting, Annual Council Meeting
Monday July 7 <sup>th</sup>	Parish Council Meeting
Monday September 1 <sup>st</sup>	Parish Council Meeting

**For more information, please see the Council's website at**  
[WWW.GREATCHEVERELL.ORG](http://WWW.GREATCHEVERELL.ORG)

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