

CHEVERELL MAGNA PARISH COUNCIL

Minutes of the **Annual Council Meeting** of Cheverell Magna Parish Council
held at The Pavilion, Witchcombe Close, Great Cheverell

Monday 12th May 2025

The meeting started at 8.45 following the Annual Parish Meeting

Minute No.	Item	Action
	Membership: S Burgess (SB) R Hayward (RH) P Stevens (PS) 2 Vacancies	
	Councillors in Attendance: Cllr Stevens, Cllr Hayward, Cllr Burgess	
	Officers: Jacqui Abbott Parish Clerk & RFO (JA) Public in Attendance Members of the public in attendance: Press: None as the Annual Parish meeting was held earlier.	
25-26/1	Election of the Chairman Nominations were sought for the position of Chairman. Cllr Paul Stevens was proposed by Cllr Burgess and seconded by Cllr Hayward. Cllr Stevens accepted the nomination. Voting unanimous in favour. Cllr Stevens signed the Declaration of Acceptance of Office and delivered it to the Clerk.	JA
25-26/2	Election of the Vice-Chairman Councillor Burgess nominated Councillor Hayward for the position of Vice Chair. Seconded Councillor Stevens. Voting unanimous in favour.	
25-26 /3	Apologies: Cllr Muns, Des Read, Pip Read	
25-26/4	Co-option One application had been received from Michael Sayner who meets the criteria for co-option. It was proposed by Councillor Hayward to co-opt the candidate, Seconded Councillor Stevens. Voting unanimous in favour. Michael Sayner signed the declaration of acceptance of office. The Clerk would advise Wiltshire Council.	JA
25-26/5	Public Participation: There was no public participation as this had taken place at the Annual Parish Meeting held at 7.30pm.	
25-26 /5.1	To receive any petitions or deputations None	
25-26 /6	Declarations of Interest None	
25-26/7	Chairman's Announcements Thank you from Cllr Paul Stevens to Councillors Jones and Gray who had stood down this year. The Council was grateful for their contribution to the Parish Council and village life over the last few years.	

25-26/ 8 25-26/8.1 25-26/8.2	Minutes The minutes of the meeting held on 7 th April were approved and signed by the Chairman. Proposed by RH, Seconded PS. Matters Arising None	
25-26/9 25-26 /9.1	Financial Information Payments for Approval WALC and NALC subscription £276.94 Aubergine new website build £598.80 Audit 24-25 £ 210.00 Clerk's Salary April £ 474.62 PAYE April £ 115.00 Stationery and printing £ 103.94 Chris Hardwick website £ 25.00 Audit 24-25 second payment amendment £ 42.00 Proposed SB, Seconded RH, voting unanimous in favour.	

Signed

25-26/9.2	Reserves Members noted and approved the reserves: Under 5's Playpark £6,000 Recreation Area £1,000 Defibrillator £ 1300 Elections £ 1100 Victoria Park £ 250 Legal Costs £1350 General Reserves £7,000 Proposed RH, Seconded PS, voting unanimous in favour.	
25-26 9.3	Payments Received £8699.50 has been received from Wiltshire Council representing 6 months of the annual precept 2025-26.	
25-26/10 25-26/10.1 25-26/10.2	Planning applications: Members to comment on the following applications: None. Members to ratify the following comments dealt with by email: None	
25-26/11 25-2611.1	Annual Internal Audit Report 2024-25 Members received and noted the Annual Internal Audit Report	

Signed

25-26/12	Annual Governance and Accountability Return 2024-2025	
25-26/12.1	Annual Governance Statement 2024-2025 Members approved the annual governance statement as outlined in Section 1 of the Annual Return. Proposed Councillor Steven. Seconded Councillor Burgess. Voting unanimous in favour.	
25-26/12.2	Accounting Statements 2024-2025 Members approved the accounting statements as outlined in Section 2 of the Annual Return. The Chair and Clerk are required to sign the Annual Governance Statement and the Accounting Statements which will be dealt with at the same time. Proposed Councillor Hayward. Seconded Councillor Burgess. Voting unanimous in favour.	
25-26/12.3	Exemption 2024-2025 The Parish Council is declaring exemption, that during the financial year, the higher of the authority's total gross income for the year or total gross expenditure for the year did not exceed £25000. Proposed Councillor Stevens, Seconded Councillor Burgess. Voting unanimous in favour.	
25-26/12.4	The Clerk is setting the commencement date for the exercise of public rights as Monday 2nd June 2025 and ending on Friday 11 th July 2025.	JA
25-26/13	Play Area Members discussed works required to the play area. The wood chip requires replacing and there is bare cement where the posts were previously in place. It was agreed that the base of the posts would be removed and the wood chip would be replaced. One end of the parallel bars has snapped off and the bars would be disposed of. The wet pour has begun to erode after only 2 years. The Clerk would write to the original contractor to see if there was a guarantee remaining. The bin requires removing and the hole filling. The Clerk would contact Wiltshire Council as they had agreed to reposition the village's bins as required.	All JA

Signed

Future Parish Council Meeting dates:

Monday July 7th	Parish Council Meeting
Monday September 1 st	Parish Council Meeting

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

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Signed