

Cheverell Magna Parish Council

Parish Clerk: Jacqui Abbott

71 Damask Way

Warminster

BA12 9PP

Email: parishcouncil@greatcheverell.org

www.greatcheverell.org

Phone: 07766 319252

2nd April, 2024

**Agenda for the Meeting of
Cheverell Magna Parish Council
to be held at
The Pavilion, Witchcombe Lane, Great Cheverell SN10 5TJ
Monday 8th April 2024
at 7-30pm**

Membership: Councillors, S Burgess, R Gray, R Hayward, L Jones, P Stevens (Chairman)

You are **summoned** to attend a meeting of Cheverell Magna Parish Council for the purpose of transacting the following business.



Jacqui Abbott
Parish Clerk & RFO

1 Apologies

To receive apologies for those unable to attend

Standing Orders will be suspended to allow for public participation.

2 Public Participation

2.1 To enable members of the public to address the Council with an allowance of three minutes per person regarding any item on the agenda.

2.2 To receive any petitions or deputations

2.3 To hear from Wiltshire Council, Cllr Dominic Munns

Standing Orders will be reinstated following public participation.

3 Declarations of Interest

To receive any declarations of interest under the Parish Council's Code of Conduct issued in accordance with the Localism Act 2011

4 Chairman's announcements

To Note any items announced by the Chairman.

5 Minutes

5.1 To approve as a correct record the minutes of the meeting held on 5th February 2024 previously circulated.

5.2 To Note any matters arising from the minutes of the meeting held on 5th February 2024.

6 Victoria Park Residents Association

Members to receive an update from Victoria Park Residents Association.

7 Stopping Up Order 1 Church Road

Members have been notified by Wiltshire Council of an application to Stop Up part of the public highway under the Highways Act 1980 Section 116 Application.

Wiltshire Council must apply to the Magistrate's Court. The Court will make the decision.

The Parish Council has been asked to consent or not consent. Wiltshire Council will take the Parish Council's view and any other representations into consideration.

Wiltshire Council's request including a map is attached to this agenda for information. Photographs will be available at the meeting.

For discussion and decision

8 War Memorial

Members to discuss proposals for a War Memorial for the village. Members do discuss public consultation.

For discussion and decision

9 Financial Information

9.1 Payments for approval

Details	Method	Amount
Idverde Grounds maintenance Aug, Sep, Oct	300182	577.19
Parish Clerk telephone March 23 to August 24	300183	60.26
Clerk and RFO Salary Feb	300184	449.68
HMRC PAYE	300185	109.00
CILCA training	300186	325.00
Chairman Printer ink	300187	34.62
Chris Hardwick website Feb	SO	25.00
Chris Hardwick website Mar	SO	25.00
SLCC membership	BACs	112.00
Hedge trimming tractor hire	BACs	235.20
Sean Bailey tractor operator	BACs	250.00
Clerk and RFO Salary March	BACs	449.68
HMRC PAYE March	BACs	109.00

9.2 Payments received

A payment of Credit Interest has been received for £123.69.

To note

9.3 Bank Reconciliation

Members to approve and sign the bank reconciliation, provided with bank statements up to 31.3.24.

9.4 Annual Accounts 2023-2024.

Members to adopt the annual accounts for the period 1st April 2023 – 31st March 2024. Copy attached.

For adoption

10 Planning Applications

Full details of planning applications submitted, and decisions made on all applications since the last meeting, are attached for reference.

10.1 Members to comment on the following:

PL/2024/02073 Land to South of 1 Townshend. Outline planning application for a pair of dwellings. All matters reserved.

[Planning Application: PL/2024/02073 \(wiltshire.gov.uk\)](https://www.wiltshire.gov.uk/planning-applications/PL/2024/02073)

10.2 Members to ratify the comments made on the following applications dealt with by email:

None

11 Play Area

Members to discuss to discuss the play area including works undertaken and any outstanding works required

For discussion and decision

12 Grounds maintenance

Members have received a quotation from Sean Bailey regarding trimming hedges and regular strimming. The quotation is attached to the agenda.

For discussion and decision

13 Parish Steward

Cllr Burgess to report back on the work of the Parish Steward and all to agree priorities

14 Risk Register

Members to approve the Risk Register previously circulated. A copy will be available at the meeting.

For approval

15 New lap top

The Clerk has researched the best options for a new lap-top which is in the budget 2024-2025. This is a Dell "Inspiron 16" high performance lap-top. This will cost £615.55 or £513.79 after VAT is reclaimed and includes reductions sourced by the clerk.

For approval

16 Quotations for Tree works

Members have received 3 quotations for essential tree works attached to the agenda for information.

For discussion and decision

17 Storage Area

Members to discuss progress on the new storage area

For discussion

18 Village Hall new Lease – this is in progress

For noting

19 Events 2024

There will be a further Craft Fair in the village on Saturday 15th June

20 Correspondence Issued to members – for noting

05.02.24	Wiltshire Council septic tank upgrades
05.02.24	Revised National Planning Policy Framework, Wiltshire Council
09.02.24	Wiltshire Council News 9.2.24
14.02.24	Dorset and Wiltshire Fire and Rescue consultation 9 Feb – 3 May
14.02.24	Green Lane issue
14.02.24	Back Lane issue
20.02.24	Wiltshire Council Cultural Strategy Consultation briefing
21.02.24	Wiltshire Council Cultural Strategy Consultation open
22.02.24	Wiltshire Council Devizes Area Board Highways themed meeting 26.2.24
22.02.24	Wiltshire's Best Kept Village information
22.02.24	Wiltshire Council Town and Parish Report
29.02.24	Local Nature strategy workshops – Swindon and Wiltshire
06.03.24	Devizes Area Board minutes 26.2.24
08.03.24	Wiltshire Council News – Voting, Salisbury City Hall update
08.03.24	Chief Constable update to Police and Crime Commissioner
19.03.24	SID scheme update from PCC date of next meeting 10 June
19.03.24	War Memorial project letter from St. Peter's Church
26.03.24	Flooding Resources
26.03.24	LHFIG date - Weds 17 April 2024
28.03.24	April News & Views
28.03.24	Wiltshire Council News 28.03.24 – no change to bin collections
28.03.24	Planned road closures including A360 Tilshead – West Lavington

Please note: The next meetings are as follows:

Monday May 13 th	Annual Parish Meeting followed by Annual Council Meeting
Monday July 1st	Parish Council Meeting
Monday September 2nd	Parish Council Meeting

HIGHWAYS ACT 1980

PROPOSED SECTION 116 APPLICATION

Highway adjacent to 1 Church Road, Great Cheverell

Great Cheverell Parish Council hereby consents / does not consent * to Wiltshire Council making an application to the Magistrates' Court for an order under Section 116 of the **Highways Act 1980** providing for the stopping-up of part of the highway on the ground that it is unnecessary for public use or any other highway-related purpose.

The section of highway concerned is shown cross-hatched in black on the plan on the reverse of this form.

Signed

Please print name.....

Post held.....

Date

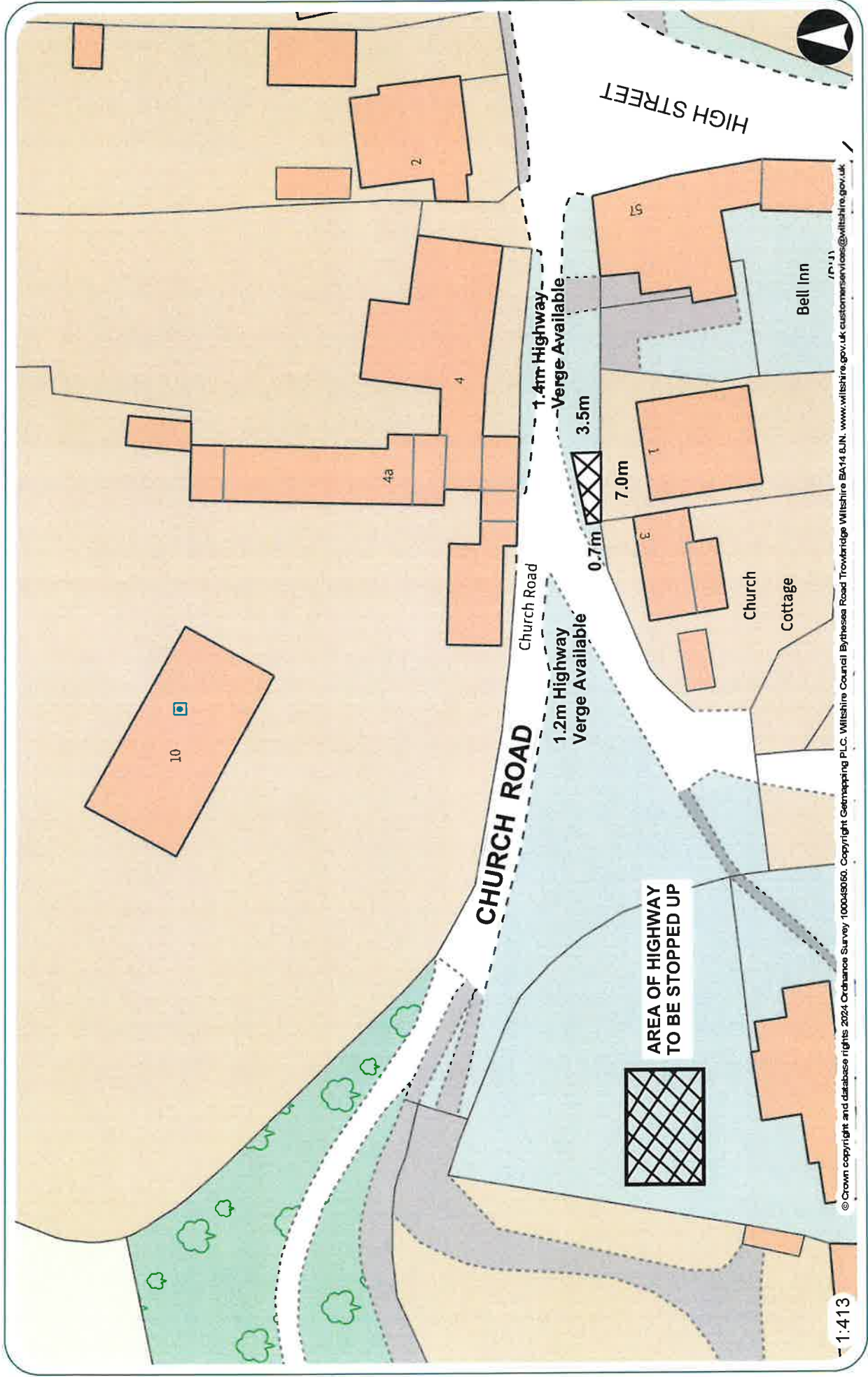
***Please delete as applicable**

Please return this form to:-

Solicitor to the Council
Wiltshire Council (Ref: **KG/144530**),
County Hall,
Trowbridge,
Wiltshire BA14 8JN

Proposed application to stop-up highway adjacent to 1 Church Road, Great Cheverell

Centre Coordinate: 398,111 154,351



Cheverell Magna Parish Council
Receipts and Payments Year Ended 31st March 2024

	2023-2024		2022-2023	
	£	£	£	£
Receipts				
Precept	13,699.00		13,348.00	
Misc & Refunds			1,100.00	(grant)
SSE			26.00	
VAT	891.84		1,297.46	
Interest	481.99		201.53	
		15,072.83		15,972.99
Payments				
Administration				
VAT paid			989.95	
Salary		6,511.92	6,634.00	
Audit fees		240.00	216.00	
Council tax				
Insurance		522.53	465.62	
WALC & subscriptions		391.95	363.32	
Mileage			132.30	
Administration		194.36	481.49	(inc 117 mileage)
Bank charges		72.00	72.00	
Pavilion Hire		96.00	276.00	
Annual Parish meeting		59.76		
Website and IT		496.63	333.00	
Grounds Maintenance		3,734.95	4,234.46	
Playground		1,316.40	109.20	(reserves)
Maintenance			220.00	
Defib		2,160.00		
Trees				
S.137 Grants			50.00	
Contingency/Prof. fees			35.00	
New assets		1,005.00	1,005.00	(reserves)
Cllr All & Exp		105.11		(inc events)
Training		529.75	618.00	
Coronation event		750.00		(reserves)
Unknowns			567.28	
		18,186.36	16,802.62	
		-	-	
		18,186.36	16,802.62	
Income Surplus		- 3,113.53	- 829.63	

Balance Sheet @ 31st March 2024

Current Assets				
Current Account		1,231.17	4,393.60	
Savings Account		18,164.64	19,682.65	
Unpresented payments			-	1,566.91
Unpresented income				
Total Assets		19,395.81	22,509.34	

Cheverell Magna PC – Planning 16

Planning No	Description	Date reply due back to Wilts Council	Decision	Case Officer	Wiltshire Council decision
PL/2023/02461	Glebe House, 4 Church Road, Great Cheverell, Devizes, Wilts, SN10 5YA Reinstate rear first floor window Planning Application: PL/2023/02461 (wiltshire.gov.uk)	8.2.24		Fiona Webb	Approve with conditions
PL/2024/02073	Land to South of 1 Townshend Outline planning application for pair of dwellings. All matters reserved. Planning Application: PL/2024/02073 (wiltshire.gov.uk)	9.4.24		Lucy Rutter-Dowd	

Agenda for the next meeting will be issued on **07.05.24**

HW
19/12/2023



Existing mature hedge to be retained

Garden

House 'A'

Post & rail fence

Trees to be retained

Parking

Grassed verge

2.0m deep tarmac margin

Single point of access from highway, which splits to form the individual driveways

House 'B'

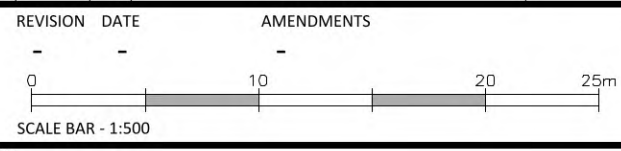
Post & rail fence

Post & rail fence



NORTH

PROJECT
Land adjacent to 1 Townsend, Great Cheverell. SN10 5TL



SITE BLOCK PLAN
MATHEWSON WATERS ARCHITECTS
 1:500 @ A3
 The Old Surgery
 Crowle Road · Lambourn
 Berkshire · RG17 8NR
 enquiries@mw-architects.co.uk
 www.mw-architects.co.uk
 01488 73131
 RIBA #
 Chartered Practice
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 23067-101

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QUOTATION



Sean Bailey Contracting

31 St Johns Road

Warminster

BA12 7LZ

Tel: 07828 671566

sjb1601@gmail.com

QUOTATION DATE: 27th February 2024

To: Jacqui Abbott
Cheverell Magna Parish Council

Description	Price
As discussed in meeting on Saturday 24th February	
Cut hedge both sides and top by Pavilion - 2 visits per annum	£250 initial visit £225 thereafter
Strimming - 6 times a year	£75 per visit
Bartletts - cut back hedging / brambles both sides - 1 visit per annum	£200 per visit
Hire chipper as and when needed for mulching / wood chipping	£90 each time

SP Tree & Landscaping
19 Newleaze
Steeple Ashton
Wiltshire
BA14 6EF
VAT Registration No.: 315797279



Estimate

ADDRESS

Paul Stevens
44 High Street
Gt Cheverell
SN10 5TH

ESTIMATE NO. 1425

DATE 20/03/2024

DATE	ACTIVITY	DESCRIPTION	VAT	QTY	RATE	AMOUNT
	Tree felling	Work for Great Cheverell Parish Council.	20.0% S	1	1,650.00	1,650.00
		Fell 2 x poplars and clear fallen poplar at Witchcombe Close. All waste to be removed from site.				
	Stump grinding	Stump grind 3 x poplar stumps. Arisings to be left on site.	20.0% S	1	600.00	600.00

SUBTOTAL	2,250.00
VAT TOTAL	450.00
TOTAL	£2,700.00

VAT SUMMARY

RATE	VAT	NET
VAT @ 20%	450.00	2,250.00

Accepted By

Accepted Date

Payable by bacs.
Payment due within 7 days of invoice.
Sort code 30-96-26
Account number 53852868

Quote 2

Good morning

The quote for the tree work is as follows

£475 for the fallen poplar and stump

The two standing poplars and stumps £1900 This includes disposal of all waste Thanks

Richard Devizes tree services Sent from my iPhone

Quote 3

Good Afternoon Paul.

Please find below the revised quotation for the tree work as requested.

Remove remainder of the fallen tree.

Dismantle remaining two trees to ground level.

Remove all arisings and stump treat.

£1,200.00 + VAT

To use up the waste timber, we propose that the timber is cut into 18" lengths and laid in a straight line on the boundary of Witchcombe Lane to stop school parents parking on the sports field.

Regards

Sean Davies

Wessex Tree Care Ltd