

Cheverell Magna Parish Council
Parish Clerk: Jacqui Abbott
71 Damask Way
Warminster
BA12 9PPhh
Email: parishcouncil@greatcheverell.org
www.greatcheverell.org
Phone: 07709 005545

25th November, 2024

**Agenda for the Meeting of
Cheverell Magna Parish Council
to be held at
The Pavilion, Witchcombe Lane, Great Cheverell SN10 5TJ
Monday 2nd December 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 receive an update from Wiltshire Council, Cllr Dominic Muns.

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 4th November previously circulated.

5.2 To Note any matters arising from the minutes of the meeting held on 4th November 2024.

6 Victoria Park Residents Association

Members to receive an update from Victoria Park Residents Association.

For discussion

7 Financial Information

7.1 Payments approved to note. All payments require 2 signatories.

Clerk & RFO Salary November inc. backdated	£541.12
HMRC PAYE Nov inc. backdated	£131.80
Bank Charges	£5.40
Chris Hardwick website November	£25.00
Mowing Costs for 2024 season	£126.00
Wreath	£20

7.2 Clerks Salary NJC pay award from April 2024

Members to note that the NJC pay award has been confirmed and this is backdated to 1.4.24. The gross hourly increase is 35p per hour at both SP21 (April to September) and SP22 (from September). Total gross backdated payment (7mths x 34 hrs) = £83.30

7.3 Management accounts

Members to review the management accounts to date.

Members to note the amounts held in reserves.

A member to sign the bank reconciliation up to 30 October and initial the bank statements.

All documentation attached to the full agenda.

8 Budget 2025-26

Members to note the tax base of 246.85 provided by Wiltshire Council for 2025-26.

Members to discuss and adopt the budget for 2025-26.

Member to agree the precept request for 2025-26.

All documentation attached to the full agenda.

9 Planning Applications

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

9.1 Members to comment on the following:

[Planning Application: PL/2024/09776](#)

Demolition of existing garage buildings; Redevelopment of site to build 2no. dwellings with associated parking, landscaping and new domestic garage for the property known as Hillcrest.

Consultation deadline: 5.12.24

Decision estimate: 2.1.25

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

None

10 Parish Steward

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

For discussion and decision

11 Emergency hub

The pavilion is the Emergency hub for the village. Volunteers are required to support the hub during any emergency

Members to note

12 Grant Applications

Members to discuss the grant request of £200 for the Devizes and district link scheme. The application has been circulated

For discussion and decision.

Date of future meetings:

Monday February 3rd 2025

Parish Council Meeting

Management Accounts to 31/03/25

Prepared: 25/11/24

		BUDGET	YEAR TO DATE	Variance
RECEIPTS				
Precept	PRE	16308.00	16308.00	0.00
Bank Interest	INT	200.00	248.60	48.60
VAT Reclaim	VAT	890.00	1,381.74	491.74
Misc	MISC	0.00	0.00	0.00
SSE Sub Station	SSE	26.00	26.00	0.00
		17424.00	17,964.34	540.34

PAYMENTS		Year to Date		Remaining
Admin / Misc	ADM	200.00	0.00	200.00
Audits	AUD	260.00	240.00	20.00
Bank Charges	BANK	84.00	41.40	42.60
Chair's Allowance	EXP	100.00	20.00	80.00
Clerks salary	SAL	6920.00	4,602.72	2317.28
Clerks Training	TRA	500.00	36.00	464.00
Community grants	GRNT	250.00	0.00	250.00
De-fib reserve	DEF	650.00	650.00	0.00
Elections reserve	ELEC	500.00	500.00	0.00
Events & APM	APD	150.00	39.32	110.68
Green space maintenance	GMT	3000.00	2,796.56	203.44
Insurance	INS	600.00	592.29	7.71
IT equipment	IT	600.00	616.55	-16.55
Legal costs	LEGL	850.00	850.00	0.00
Member expenses	MEXP	50.00	0.00	50.00
Member Training	MTRA	400.00	0.00	400.00
Mileage	MILE	140.00	0.00	140.00
Pavilion hire	VEN	170.00	0.00	170.00
Playground	PLAY	1130.00	1,122.40	7.60
Printing/Stationery/postage	STAT	170.00	165.22	4.78
Subscriptions	SUB	400.00	297.58	102.42
Web site maintenance	WEB	300.00	200.00	100.00
Earmarked Reserves	RES		3,674.84	

Total budget	£ 17,424.00	£ 16,444.88	£ 4,653.96
	minus reserves	£ 3,674.84	
	To date:	£ 12,770.04	

Ear Marked Reserves			
	Budget	Expenditure	Remaining
Recreational Area	£ 7,000.00	£ 3,674.84	£ 3,325.16
Young children's play Area	£ 6,000.00		£ 6,000.00
Elections	£ 500.00		£ 500.00
Legal Costs (pavilion)	£ 850.00		£ 850.00
De-fibrillator	£ 650.00		£ 650.00
Total Ear Marked Reserves	£ 15,000.00	£ -	£ 11,325.16
General Reserve			£ 7,700.00
Grand Total	£ 15,000.00		£ 19,025.16

Name authority: Cheverell Magna Parish Council

Bank Reconciliation

Prepared by (Name and Role): Jacqui Abbott Clerk and RFO

Date prepared: 25.11.24

£ £

Current Account T1	CMPC	31.10.24			£ 9,345.95
Instant Access Account		31.10.24			£ 15,413.24
					£ 24,759.19
					£ 24,759.19

Less: outstanding items @25.11.24

			HMRC	-£	131.80
			Salary	-£	541.12
			Wreath	-£	20.00
			Mowing costs	-£	126.00
			Web Nov	-£	25.00
			Total		(843.92)
Add: unbanked income @ 30.09.24					
Net					£ 23,915.27

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

1010907509 | 01263

Mrs Jacqueline Abbott
71 Damask Way
WARMINSTER
Wilts
BA12 9PP

Date: 31/10/2024

Account Name: Cheverell Magna Parish Council

Swift Code (BIC): NWBKGB2L
IBAN Number: GB93NWBK60023571418024

Sort Code: 608301
Account Number: 20400622

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



Contact Us

- Call us: **0345 140 1000**
- Email us: **us@unity.co.uk**
- Visit us: **unity.co.uk**



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
30/09/2024		Balance brought forward	£0.00	£0.00	£8,955.95
02/10/2024	Cheque Debit	Cheque 300201 ✓	£122.40	£0.00	£8,833.55
04/10/2024	Credit	HMRC VTR ✓	£0.00	£1,381.74	£10,215.29
09/10/2024 <i>Oct.</i>	Standing Order	S/O to: MR C.J HARDWICK R ✓	£25.00	£0.00	£10,190.29

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Statement number 097

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1010907509 | 01263 | 00001 | 00004 |

Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
11/10/2024	Cheque Debit	Cheque 300204 ✓	£110.80	£0.00	£10,079.49
24/10/2024	Faster Payment Debit	B/P to: WALC ✓	£36.00	£0.00	£10,043.49
24/10/2024	Faster Payment Debit	B/P to: Cllr Stevens ✓	£123.94	£0.00	£9,919.55
24/10/2024	Faster Payment Debit	B/P to: HMRC Cumbernauld ✓	£110.80	£0.00	£9,808.75
24/10/2024	Faster Payment Debit	B/P to: Jacqueline Abbott ✓	£457.40	£0.00	£9,351.35
31/10/2024	Fee	Service Charge ✓	£5.40	£0.00	£9,345.95



Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

1012782002 | 00102
Mrs Jacqueline Abbott
71 Damask Way
WARMINSTER
Wilts
BA12 9PP

Date: 15/11/2024

Account Name: Cheverell Magna Parish Council

Swift Code (BIC): NWBKGB2L
IBAN Number: GB93NWBK60023571418024

Sort Code: 608301
Account Number: 20400635

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



The credit interest rate is 2.60% AER as of your statement date.

Contact Us

- Call us: **0345 140 1000**
- Email us: **us@unity.co.uk**
- Visit us: **unity.co.uk**



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

Your Instant Access account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
15/10/2024		Balance brought forward	£0.00	£0.00	£15,413.24

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Statement number 074

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CMPC 2025-26 budget								
	2024/2025	Actual 31.10.24	Expected	2025-26 Proposal				
	Budget		31st March 2025				Notes	
Income								
Precept	16,308.00	16,308.00	16,308.00	£ 17,749.00				
Misc								
SSE substation	26.00	£ 26.00	£ 26.00	£ 26.00				
Interest	200.00	£ 248.60	£ 249.00	£ 249.00				
VAT refund	890.00	£ 1,381.74	£ 1,381.74	£ 950.00				
	1,116.00	1,656.34	1,656.74	£ 1,225.00				
Expenditure								
Audits	260.00	£ 240.00	£ 240.00	£ 260.00				
Bank Charges	84.00	£ 41.40	£ 72.00	£ 84.00				
De-fib	650.00	£ 650.00	£ 650.00	£ 650.00			To reserves for 4yr contract	
Community grants	250.00	£ -	£ 250.00	£ 250.00				
Elections	500.00	£ 500.00	£ 500.00	£ 700.00			To reserves for 2025	
IT equipment	600.00	£ 616.55	£ 616.55	£ 350.00			A printer is required for the Council	
Insurance	600.00	£ 592.29	£ 592.29	£ 620.00				
Web site	300.00	£ 200.00	£ 300.00	£ 1,000.00			New website 3 quotes in progress	
Admin / Misc	200.00	£ -	£ 70.00	£ 150.00			Robust budget	
Mileage	140.00	£ -	£ 50.00	£ 50.00			Decrease should be fine	
Printing/Stationery/postage	170.00	£ 165.22	£ 170.00	£ 220.00				
Grounds maintenance								
Green space maintenance	3,000.00	£ 2,796.56	£ 3,000.00	£ 3,000.00			£1400 spend on trees	
Playground	1,130.00	£ 1,122.40	£ 1,130.00	£ 1,250.00			£1,000 to reserves	
Victoria Park				£ 250.00			£250 to reserves	
Trees				£ 400.00			Budget line brought back in	
Meetings & events							New budget line	
Pavilion hire	170.00	£ -	£ 170.00	£ 140.00			Less usage	
Emergency hub,events, APM	150.00	£ 39.32	£ 150.00	£ 150.00				
Staffing								
Chairman's Allowance	100.00	£ 20.00	£ 100.00	£ 100.00				
Councillor expenses	50.00	£ -	£ 50.00	£ 50.00				
Clerks salary	6,920.00	£ 4,602.72	£ 6,920.00	£ 7,500.00			To allow for NJC increase plus 1 hour extra for website	
Clerks Training	500.00	£ 36.00	£ 500.00	£ 500.00				
Councillors Training	400.00	£ -	£ 400.00	£ 400.00				
Subscriptions	400.00	£ 297.58	£ 400.00	£ 400.00				
Legal costs	850.00	£ 850.00	£ 850.00	£ 500.00			Lease legal costs to reserves	
Totals	17,424.00	12,770.04	£ 17,180.84	£ 18,974.00				

Budget preparation 2024-25

		£					
The Parish Council has		£23,91.27	in the bank @ 25.11.24				
Less Ear Marked Reserves:				Expected			
		2024/25	Expenditure	Reserves	2025/26		
			25.11.24	31.03.25			
Community							
Play Area		£7,000.00	£ 3,674.84	£ -	£ 1,000.00	Fencing £7,349.68 2024/25	
Pre School Area		£6,000.00	£ -	£ 6,000.00	£ 7,000.00		
Elections		£500.00	£ -	£ 500.00	£ 1,200.00		
De-fib		£650.00	£ -	£ 650.00	£ 1,300.00		
Legal costs (pavilion)		£850.00		£ 850.00	£ 500.00		
Victoria Park					£ 250.00		
General reserves		£7,700.00	£ -	£ 7,350.00	£ 7,350.00		
Balance		£22,700.00	£ 3,674.84	£ 15,350.00	£ 18,600.00		

Options		Tax Base	Band D	% Inc on prev year	
Precept 2023	£ 13,699.00	247.71	£ 55.54		
Precept 2024	£ 16,308.00	245.35	£ 66.47	19.7%	£ 10.93 increase
Precept 2025	£ 17,749.00	246.85	£ 71.90	8.2%	£ 5.43 increase

Cheverell Magna PC – Planning 24-25 05

Planning No	Description	Date reply due back to Wilts Council	Decision	Case Officer	Wiltshire Council decision
PL/2024/09776	Application: Demolition of existing garage buildings; Redevelopment of site to build 2no. dwellings with associated parking, landscaping and new domestic garage for the property known as Hillcrest.	5.12.24		David Millinship	02.01.25
PL/2024/04957	Application for Permission in Principle for 1 self-build dwelling an associated works Members to note further information “Flood Risk Assessment” Land at the Green, Great Cheverell https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ3000006ZikH	9.9.24	Meeting decision: Objection	Lucy Rutter-Dowd	24.01.25

Agenda for the next meeting will be issued on 27.01.25