

CHEVERELL MAGNA PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING OF CHEVERELL MAGNA
PARISH COUNCIL HELD ON MONDAY 13 MAY 2019
AT THE PAVILION, WITCHCOMBE CLOSE, GREAT CHEVERELL

Minute No.	Item	Action
49/19	Councillors in Attendance: A. Alexander, R. Hayward, S. Pearce, P. Cadwgan, K. Porter, N. Bland	
50/19	Public in Attendance: None	
51/19	Apologies for Absence: Cllr. B. Morillo-Hall (work commitments), PCSO G. Dodd (Wiltshire Police), Mr. T. Knight (Erlestoke Prison).	
52/19	Election of Chair of the Parish Council Cllr. Alexander stated his willingness to serve as Chair for the forthcoming year. This was <i>proposed</i> by Cllr. Pearce, <i>seconded</i> by Cllr. Porter, and <i>unanimously approved</i> by all Councillors. Cllr. Alexander took the Chair.	
53/19	Election of Vice-Chair of the Parish Council Cllr. Hayward was <i>proposed</i> by Cllr. Alexander, <i>seconded</i> by Cllr. Cadwgan, and <i>unanimously approved</i> by all Councillors.	
54/19	Open Forum: No issues raised	
55/19	Disclosures of Interest: None declared.	
56/19	Minutes of the Meeting held on 1 April 2019: <i>Agreed</i> unanimously without amendment. Signed off by the Chair for Public Display.	Clerk
57/19	Report by Cllr. R. Gamble, Wiltshire Council: No report received.	
58/19	Wiltshire Police: April report received and placed on the website.	

<p>59/19</p>	<p>Clerk’s Report:</p> <p>a) <i>Lead Councillors – Allocation of Roles:</i> Council reviewed the current Allocation of Roles, but made no amendment to them.</p> <p>b) Council noted the current positions on Hedges along the C40, and the Transfer of Assets from Wiltshire Council.</p> <p>c) <i>Police Issues:</i> Council noted the response from Wiltshire Police, which required prompt reporting of incidents such as vandalism to the Police by Parishioners.</p> <p>d) <i>Defibrillator:</i> Council noted an initial report from Cllr. Porter, and agreed to debate this further at the June meeting. Cllr. Hayward agreed to seek the views on the Pavilion Trust about mounting the equipment on The Pavilion.</p> <p>e) <i>Resignation of the Parish Clerk:</i> Council noted that the Clerk had submitted his resignation with effect from 31 August 2019. Council agreed to establish a Personnel Sub-Committee, comprising Cllrs. Alexander, Cadwgan and Morillo-Hall and with the assistance of the current Clerk, in order to manage the process of appointing a replacement.</p> <p>f) <i>Donations:</i> Council agreed to make a donation of £50 (proposed Cllr. Alexander, seconded Cllr. Porter, all in favour) to a relay team from Lavington School, including children from Great Cheverell, who will be swimming the English Channel in July for the Cure Leukaemia charity.</p>	<p>R. Hayward</p> <p>Personnel Sub-Committee</p>
<p>60/19</p>	<p>Finance:</p> <p>a) Council noted the current balances, and projected outturns for 2018/19 (final) and 2019/20. The following payments were approved:</p> <ul style="list-style-type: none"> • Clerk’s Salary (May 2019); • £28.00 – Ringstones Media re. Website management (May 2019) <p>(NB. both of these payments are made by Standing Order)</p> <ul style="list-style-type: none"> • £81.47 – Wiltshire Council re. Business Rates on Sports Field (1st instalment – 50%) (Paid by Direct Debit on 1 May) • £249.42 – WALC re. 2019/20 subscription (incl. £41.57 recoverable VAT) • £39.99 – The Bell, Great Cheverell re. APM refreshments (incl. £7.72 recoverable VAT) <p>b) Council noted receipt of the 1st tranche of the Precept (£5,059), and a £3,500 transfer between Bank Accounts to maintain solvency.</p>	

	<p>2018/19 Annual Governance Statement:</p> <p>c) The Draft Statement (Section 1, Page 5) was fully considered by all Councillors. It was unanimously approved that the Statement be formally signed by the Chair and the Clerk on behalf of the Council;</p> <p>2018/19 Accounting Statement:</p> <p>d) The Draft Statement (Section 2, Page 6), together with the supporting Explanations of Variances and Bank Reconciliation, was presented by the Responsible Financial Officer and were fully considered by all Councillors. It was unanimously approved that the Statement be formally signed by the Chair on behalf of the Council.</p> <p>2018/19 Certificate of Exemption</p> <p>e) As neither Income nor Expenditure for 2018/19 exceeded £25,000, Council unanimously approved that the Certificate of Exemption (Part 2, Page 3) be signed by the Chair and the Responsible Financial Officer on behalf of the Council.</p> <p>f) The Council noted the remaining process to formally conclude this exercise, including submission to the Internal Auditor and the notification of the period for the Exercise of Public Rights, which is likely to be from 17 June to 26 July.</p>	
61/19	<p>Standing Reports:</p> <p>a) <i>Victoria Park Residents Association (VPRA)</i>: No report received.</p> <p>b) <i>Footpath Map</i>: Council agreed a budget of up to £150 for printing the map to A1 size on aluminium by Kennet Sign & Display Ltd. Cllr. Alexander would then commission the display stand. It was hoped that, with corporate sponsorship, the eventual installation would be at no net cost to the Parish.</p> <p>c) <i>Litter</i>: Cllr. Bland reported that the legal requirements for installing CCTV in the village, especially along Green Lane, were still being reviewed.</p> <p>d) <i>Traffic</i>: A quote from Kennet Sign & Display Ltd., for 6 x Aluminium A4 speeding signs with clips, in the sum of £153.60 + VAT, was approved.</p> <p>e) <i>Playground Extension</i>: It was agreed that, in the absence of Cllr. Morillo-Hall, this issue be deferred for decision until the June meeting.</p> <p>f) Council noted the positions on Planning applications (Cllr. Porter), and tasks for the Parish Steward (Cllr. Pearce). It was agreed that no further action be taken on the issue of hanging baskets throughout the village.</p>	<p>P. Cadwgan A. Alexander</p> <p>N. Bland</p> <p>P. Cadwgan</p>
62/19	<p>Strategic Planning: No issues raised.</p>	
	<p>The meeting closed at 8.45pm.</p>	

NEXT MEETINGS: Monday 3 June 2019, 7.30pm
Monday 1 July 2019, 7.30pm
At The Pavilion, Witchcombe Close

**FOR MORE INFORMATION, PLEASE SEE THE COUNCIL'S WEBSITE AT
WWW.GREATCHEVERELL.ORG**