

Cheverell Magna Parish Council

Parish Clerk: Jacqui Abbott

71 Damask Way

Warminster

BA12 9PP

Email: parishcouncil@greatcheverell.org

www.greatcheverell.org

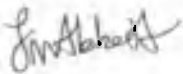
Phone: 07766 319252

27th August 2023

**Agenda for the Meeting of
Cheverell Magna Parish Council
to be held at
The Pavilion, Witchcombe Lane, Great Cheverell SN10 5TJ
Monday 4th September 2023
at 7-30pm**

Membership: Councillors, S Burgess, R Gray, R Hayward, L Jones, P Stevens (Chairman), S Thomson (Vice Chairman). 1 Casual vacancy.

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

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 26th June 2023 previously circulated.

5.2 To Note any matters arising from the minutes of the meeting held on 26th June 2023.

6. Financial Information

6.1 Payments for approval

Cheque number	Details	Amount
300146	Idverde Grounds maintenance May	£461.77
300147	Playground repairs Avian Ltd	£1316.40
300148	Annual Insurance premium	£522.53
300149	SW Ambulance Defib 4 yrs.	£2160.00
300150	HMRC PAYE July	£102.20
300151	Clerk & RFO Salary July	£422.48
300152	Local Council Manual refund J.Abbott	£70.19
300153	The Clerk's Manual refund J.Abbott	£52.30
300154	Contribution gift to Locum refund J.Abbott	£30.00
300155	Clerk & RFO Salary August	£422.48
300156	HMRC PAYE August	£102.20
SO	Website Chris Hardwick April, May, June, July, August £25 per month	
ICO	Data Protection Fee	£30.00
Bank	Service Charge fee	£18.00

6.2 Management accounts

Members to receive the financial report and the bank reconciliation. See attached papers. A member to sign the bank reconciliation and initial the bank statements.

6.3 Budget 2023-24

Members to begin discussions regarding the budget for next year and consideration of priorities. The budget will be finalised in December 2023.

For discussion

7 Planning Applications

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

7.1 Members to comment on the following:

None

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

PL/2023/03492 Belle Ville, 21 High Street, Great Cheverell, SN10 5TH

Householder application Replacement extensions, garage and alterations re-submission.

<https://development.wiltshire.gov.uk/pr/s/planningapplication/a0i3z00001AxSWi/pl202304097>

No objection via email

PL/2023/06321 Hillcrest, 79, High Street, Great Cheverell

Householder application Modification of existing entrance to provide vehicle parking bay

[Planning Application: PL/2023/06321 \(wiltshire.gov.uk\)](https://www.wiltshire.gov.uk/planning-applications/PL/2023/06321)

No objection via email

8 Victoria Park Residents Association

Members to receive an update from Victoria Park Residents Association.

For discussion

9 Play Area

9.1 Quotations for fencing repairs has been received and are attached for your reference

£1490.24 for repairs 1st Aid for Fencing

£6412.60 for complete replacement 1st Aid for Fencing

£1206.00 for repairs Avian Fencing

All inclusive of VAT

For discussion and decision

9.2 Play inspections

The clerk has received an inspection report from Idverde

The annual inspection will take place in September

To note

10 Grounds maintenance

10.1 Members to discuss grounds maintenance

10.2 Members to decide upon the continuation of the contract with Idverde

For discussion and decision

11 Parish Steward

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

For discussion and decision

12 Resilience planning

12.1 The clerk to report back on 31st August resilience event

12.2 Members to discuss Resilience planning and Winter preparations including flooding and drainage

For discussion and decision

13 Footpaths

Members to discuss the condition of local footpaths and confirm responsibility for those requiring maintenance

For discussion

14 Use of pavilion field for football

14.1 Members to discuss the use of the field and condition required for football.

14.2 Members to decide fees and responsibility for pitch upkeep

15 Councillor recruitment

Members to discuss the recruitment of Councillors to the Parish Council

For discussion and decision

16 Events 2023

Members to discuss the proposed events for the year

a) Defibrillator Training September 14th 7pm Pavilion

b) Artisan Fair September 16th 10am – 2pm Pavilion

For noting

17 Correspondence Issued to members – for noting

23.06.23 CPRE Notice of AGM 13th July 2023

18.07.23 Blanket TRO dates – August Cheverell Magna

07.08.23 Neighbourhood Policing Team – contact with Parish Councils

07.08.23 Community First AGM 11th October 2023

11.08.23 Councillor Training Wiltshire Association of Local Councils

21.08.23 Community Messaging Information from Police

21.08.23 Operation Awake – support for women in public life

23.08.23 Fatal 5 Police information

27.08.23 WALC August update

Please note:

The next meeting is on Monday 6th November at 7.30pm in the Pavilion.

Management Accounts to 31/03/24

Report Date	24/08/2023
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		BUDGET	YEAR TO DATE	REMAINING
RECEIPTS				
Precept	PRE	13689.00	6849.50	6849.50
Bank Interest	INT	110.84	110.84	0.00
VAT Reclaim	VAT	840.00	0.00	840.00
Misc	MISC		0.00	0.00
SSE Sub Station	SSE	26.00	0.00	26.00
			6,960.34	7715.50

PAYMENTS		BUDGET	YEAR TO DATE	REMAINING
NB: Administration includes Purple Fish & Notice Boards, Playground - held within earmarked reserves				
Administration	ADM	200.00	3,148.16	-2948.16
Annual Parish Meeting	APM	60.00	59.76	0.24
Audit	AUD	220.00	240.00	-20.00
Bank Charges	BANK	72.00	18.00	54.00
Chairmans Allowance & Clr Exps	EXP	150.00	44.00	106.00
Council Tax	CTX		0.00	0.00
Grants	GRA	250.00	0.00	250.00
Insurance	INS	550.00	522.53	27.47
IT & Web	IT	500.00	125.00	375.00
Pavillion Hire	VEN	170.00	0.00	170.00
Salary	SAL	5500.00	2,443.16	3056.84
Training	TRA	500.00	122.49	377.51
Subscriptions/Membership	SUB	400.00	244.95	155.05
Grounds Maintenance	GMT	4193.00	1,763.18	2429.82
Defib	DEF	1800.00	2,160.00	-360.00
		14565.00	10,891.23	3673.77

VAT reclaim 360

Ear Marked Reserves

Community	1500
Recreational Area	6410.74
Young children's play Area	5000
Total Ear Marked Reserves	12910.74

General Reserve 3642 Min 3 months operating costs

Grand Total	16552.74
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DATE (dd/mm/yyyy)	TRANSACTION	REFERENCE	CODE	DEPOSITS	PAYMENTS	BALANCE
01/04/2023	BROUGHT FORWARD					£22,509.34
17/04/2023	APM refreshments	3/23-24 300131	APD		£ 59.76	22,449.58
24/04/2023	HMRC PAYE April	1/23-24 300129	SAL		£ 90.00	22,359.58
24/04/2023	Clerk and RFO Salary J. Abbott April	2/23-24 300130	SAL		£ 374.60	21,984.98
24/04/2023	Clerk and RFO Salary J. Abbott May	4/23-24 300132	SAL		£ 374.40	21,610.58
24/05/2023	HMRC PAYE May	5/23-24 300133	SAL		£ 90.20	21,520.38
24/05/2023	S. Burgess Coronation event	6/23-24 300134	EXP		£ 14.00	21,506.38
25/05/2023	Parish Notice Board Company	7/23-24 300135	ADM		£ 1,005.00	20,501.38
11/04/2023	Chris Hardwick SO April		IT		£ 25.00	20,476.38
26/04/2023	Precept		PRE	6849.50		27,325.88
09/05/2023	Chris Hardwick SO May		IT		£ 25.00	27,300.88
25/05/2023	Mark Smallman Purple Fish	9/23-24 300137	ADM		£ 750.00	26,550.88
25/05/2023	Idverde April	10/23-24 300138	GMT		£ 461.77	26,089.11

25/05/2023	Idverde Feb	11/23-23 300139	GMT		£ 419.82	25,669.29
25/05/2023	Idverde March	12/23-24 300140	GMT		£ 419.82	25,249.47
25/05/2023	WALC subs	13/23-24 300141	SUB		£ 244.95	25,004.52
25/05/2023	J Abbott stationery refund	14/23-24 300142	ADM		£ 41.76	24,962.76
05/06/2023	Auditing Solutions	15/23-24 300143	AUD		£ 240.00	24,722.76
23/06/2023	Clerk and RFO Salary J. Abbott June	16/23-24 300144	SAL		£ 374.60	24,348.16
23/06/2023	HMRC PAYE June	17/23-24 300145	SAL		£ 90.00	24,258.16
26/06/2023	Idverde May	18/23-24 300146	GMT		£ 461.77	23,796.39
09/06/2023	Chris Hardwick SO June		IT		£ 25.00	23,771.39
10/07/2023	Avian Ltd Playground repairs	19/23-24 300147	ADM		£ 1,316.40	22,454.99
10/07/2023	Business Services at CAS - Insurance premium	20/23-24 300148	INS		£ 522.53	21,932.46
10/07/2023	SW Ambulance NHS - Defibrillator 4 year package	21/23-24 300149	DEF		£ 2,160.00	19,772.46
24/07/2023	HMRC PAYE July	22/23-24 300150	SAL		£ 102.20	19,670.26
24/07/2023	Clerk and RFO Salary J. Abbott July (increase from 30 to 34 hours)	23/23-24 300151	SAL		£ 422.48	19,247.78
10/07/2023	Local Council Administration Manual Training J Abbott	24/23-24 300152	TRA		£ 70.19	19,177.59
10/07/2023	The Clerk's Manual Training J Abbott	25/23-24 300153	TRA		£ 52.30	19,125.29

30/06/2023	Credit Interest		INT	110.84		19,236.13
10/07/2023	Chris Hardwick SO July		IT		£ 25.00	19,211.13
06/07/2023	Information Commisioner's Office (ICO)		ADM		£ 35.00	19,176.13
30/06/2023	Service Charge fee		BANK		£ 18.00	19,158.13
10/08/2023	Chairman's allowance towards gift locum clerk unpaid support - reimburse J Abbott	26/23-24 300154	EXP		£ 30.00	19,128.13
24/08/2023	Clerk and RFO Salary J. Abbott August (34 hours)	27/23-24 300155	SAL		£ 422.48	18,705.65
24/08/2023	HMRC PAYE August	28/23-24 300156	SAL		£ 102.20	18,603.45
09/08/2023	Chris Hardwick SO August		IT		£ 25.00	18,578.45

Cheverell Magna PC – 12

Planning No	Description	Date reply due back to Wilts Council	Decision	Case Officer	Wiltshire Council decision
PL/2023/01574	<p>Proposal Demolition of existing modern conservatory (accommodating kitchen) to west side of house and construction of new single storey extension incorporating new kitchen, utility and lobby. Erection of 2 No. new detached single storey outbuildings (single garage and craft studio) within garden to west of house. https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000019rB9nAAE/pl202301574</p>	30.3.23 Extension 4.4.23	No objection	Joe Leesam	Approve with conditions 1.6.23
PL/2023/03488	<p>Householder Application Address: Church Cottage, 3 Church Road, Great Cheverell, SN10 5YA Proposal: Single storey extension to link converted garage into main house Applicant Name Emma Scott Case Officer: Joe Leesam https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001AasT</p>	31.05.2023 (extension 6.6.23)	No objection	Joe Leesam	Approved with conditions 4.8.23
PL/2022/09110	<p>Full Planning Permission Address: Marshfield, 85 High Street, Great Cheverell, SN10 5XR Proposal: Demolition of existing bungalow and erection of 2 new bungalows https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000019AMe3</p>	16.02.23 Extension 6.6.23	Meeting Objection	Meredith Baker	Refused 20.7.23

PL/2023/0497	<p>Belle Ville, 21 High Street, Great Cheverell, SN10 5TH</p> <p>Replacement extensions, garage and alterations-resubmission</p> <p>https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001AxSWi/pl202304097</p>	11.08.23	No objection Via email	Lucy Rutter-Dowd	
PL/2023/03492	<p>Belle Ville, 21 High Street, Great Cheverell, SN10 5TH</p> <p>Replacement extensions, garage and alterations-resubmission:</p> <p>https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001AasT</p>	11.08.23	No Objection Via email	Lucy Rutter-Dowd	
PL/2023/04077	<p>Found Outdoors, Townsend Wood, Great Cheverell, Erlestoke, Devizes, Wiltshire, SN10 5TW</p> <p>Creation of 3 Great Crested Newt ponds under the Natural England District Level Licencing scheme.</p> <p>https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001AcBfj</p>		Permitted development	Helena Carney	Approve with conditions 31.7.23
PL/2023/06321	<p>Hillcrest, 79, High Street, Great Cheverell</p> <p>Modification of existing entrance to provide vehicle parking bay</p> <p>Planning Application: PL/2023/06321 (wiltshire.gov.uk)</p>	24.08.23	No Objection Via email	Jane Sanger	

Agenda for the next meeting will be issued on **30.10.23**



QUOTE

1st Aid 4 Fencing Ltd
177 Frome Road
Trowbridge, BA14 0DU

To
Jacqui Abbott
Parish Clerk & RFO, Chevrell Magna Parish Council, 71
Damask Way, Warminster, BA12 9PP
parishcouncil@greatcheverell.org
07766 319252

Quote reference: **#082314**
Issued: **22 Aug '23**
Valid until: **21 Sep '23**

This quote is broken into 2 parts, as requested, giving you the option for accepting either. To see the total cost for each option just select it.

Option 1 - Minimal replacement/repairs

- Supply and install 5.9m of 1.09m high Timber Playtime fencing in a natural finish.
- Posts set in concrete.
- Repairs carried out to missing pales

Option 2 - Full replacement

- Supply and install 55.7m of 1.09m high Timber Playtime fencing in a natural finish.
- Overlength posts to be set in concrete generally @ 3.255m centres.



Jacksons - Playtime Timber Playground Fencing

Suitable for primary schools, nurseries, playgrounds and play areas, demarcation, and residential gardens where children play. Creates a safe and welcoming enclosure for safe play.

25-Year Guarantee - Timber Playtime® Fencing is made from premium kiln-dried, pressure-treated timber and comes with our 25 year guarantee.

Designed and manufactured to keep children safe

- Anti-trap pale spacing – no risk of children getting their limbs or necks stuck
- Conforms to BS EN 1176 play fence standards.
- RoSPA approved construction
- Safe fixings
- Smooth planed timber
- Pales sandwiched between rails to prevent vandalism
- Double posts hold gravel boards and rail connectors together
- Matching self-closing, soft-closing gates with range of locking options
- Gentle round edges

High quality finishes and colour choices

- Playtime® Timber Fencing is available in natural timber colour or multicoloured.
- Gates have galvanised metal frames with polyester powder coating Green RAL 6005, timber clad.

Specifications

- Height: 1050mm nominal and 1090mm can be achieved with a 45mm gap under the gravel board.
- Post centres: 3000mm
- Pale spacing: 75mm, Panel width: 3135mm. (18 Pales per panel). Half panels available (9 pales per panel)
- Timber: All timber is planed finish. Prior to vacuum and pressure treatment by the Jakcure process it is dried below 30% moisture content.
- Colours: natural finish or multicoloured. Delivered already coated needing only minimum retouching on site.
- Posts: 125 x 125mm allowing 800mm in the ground (nominal sizes)
- Post length: 1800mm to allow for 0.75 in the ground
- Rails: 100 x 38mm (nominal sizes)
- Pales: 100 x 38mm (nominal sizes)
- Gravel boards: 150 x 38mm (nominal sizes)
- Gate: Steel frame with self closing hinge, galvanised or galvanised with polyester powder coating (nominal sizes), timber clad to match panels.

Unit price	Qty	VAT	£0.00
£0.00	1	20%	exc. VAT £0.00

Select one of the following: _____



Option 1 - Minimal replacement/repairs

***** Please note that in my honest opinion this option is a false economy, as the posts are reaching the end of their natural life and continuing to patch repair this fencing will outweigh the costs of a proper long lasting replacement many times over in the long run. ****

- Supply and install 5.9m of 1.09m high Timber Playtime fencing in a natural finish. Please note that this will 'look' considerably different to the remaining fencing
- Posts set in concrete.
- Repairs carried out to missing/damaged pales
- Dig out concrete and re-concrete both existing metal gates

Materials - Replacement section from Jacksons -	£485.57
Materials - replacement pales/Postcrete etc	£81.30
Installation charge (1½ Days)	£675.00
Total	£1241.87

Unit price	Qty	VAT
£1,241.87	1	20%

£1,490.24
exc. VAT £1,241.87



Option 2 - Full replacement of existing fencing

- Supply and install 55.7m of 1.09m high Timber Playtime fencing in a natural finish.
- Overlength posts to be set in concrete generally @ 3.25m centres
- Fully itemised quote from Jacksons attached.

Materials	£3993.83
Installation charge	£1350.00
Total	£5343.83

Unit price	Qty	VAT
£5,343.83	1	20%

£6,412.60
exc. VAT £5,343.83

Optional:



Disposal charge

- We like to give our clients the option of disposing of any waste themselves. As a business, we are unable to use local Recycling centres and have to pay for disposal. As an example, disposal charges for timber are now 5 times more expensive than they were pre-pandemic. If you decide to get rid of the waste yourselves, we will cut up the posts etc, small enough for you to transport to your local Recycling Centre.
- If you would like us to dispose of it, please select this option.

Unit price	Qty	VAT
£220.00	1	20%

£264.00
exc. VAT £220.00

Notes

- Fully itemised quotes from Jacksons attached.
- During installation we will require access to power and water.
- Information regarding registration of your 25-year guarantee will be emailed to you on completion.
- This quote does not include disposal of any old fencing if you decide on a full replacement. If you would like us to dispose of it, there would be an additional charge. If you do go for the replacement option, please select the disposal option before accepting if you'd like us to dispose of it.
- If you have any questions, please give me a call.

Subtotal	£1,241.87
VAT	£248.37
Total	£1,490.24
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Deposit (50%)	£745.12
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Payment terms

Final payment due on day of completion

Contact us

✉ tim@lstaidd4fencing.com

☎ +44 7718 877410

Hi Jacqui

based on the original site visit (not sure if its got ant worse

We would use square posts with the new rails fixed directly to the face and not round posts with morticed fixings for the rails due to cost

You may get a cheaper price from a local fencer that doesn't have to travel to far

We are currently booked up fully for September due to the current weather and annual leave but would try and fit you in

Area 1

6 x Metres of 1m high post (100mm x 10mm) and rail (100mm x 50mm) + pales (150mm x 25mm x 1m) Treated

Area 2

3 x Missing Pales (150mm x 25mm x 1M)

Total materials - Post Crete Screws Timber Etc £310.00 + Vat

Labour inc travel etc £695.00

Total £1005.00 + Vat

Regards

Kevin