

Minutes for Little Cheverell Parish Council 7pm Wednesday 25th October 2023 in the Village Hall, 7pm

Attended by – Cllr Sue Ivey (chair), Cllr Mike Phillips (vice chair), Cllr Ben Thompson, Cllr Clive Broe, Cllr Drew Spearey, Louise Brebner (admin), Nicky Broe (RFO).

1. **Approval of the minutes of the Council meeting from July 18th, 2023** – Approved Cllr Mike Phillips, seconded Cllr Ben Thompson
2. **Apologies** - nil
3. **Declaration of Interest** - nil
4. **Welcome to the public and Public Forum** - Unfortunately Dominic Munns was unable to attend this evening to give a council an update.
5. **Parish Clerk update** – Cllr Sue Ivey has spoken to the WALC if the council needs a parish clerk legally, the answer being Yes. The parish clerk can be a member of the council, but this is not good practice. Louise Brebner was previously admin support and will now be Parish Clerk. The council will register as an employer through HMRC/PAYE – Cllr Mike Phillips proposed, Cllr Clive Broe seconded.
 - A. Cllr Drew Spearey noted a worry about spiralling employment costs, Cllr Mike Phillips states that the parish council needs a legal officer, and the council must be registered on PAYE which doesn't leave much choice, but the concern is noted.
 - B. Cllr Mike Phillips and Cllr Sue Ivey suggest buying a laptop just for the PC work, costs £300, plus extra for Microsoft office, keeping the job contained to the laptop and easier for handovers. This will be the sole property of Little Cheverell parish council. Councillors agreed, Cllr Mike Phillips proposed, Cllr Ben Thompson seconded.
6. **Finance**
 - A. Report from responsible finance officer Nicky Broe: current balance is £7203.50.
 - B. Cllr Mike Phillips proposes starting a business plan so the council can show the public how and where public funds are spent, including the precept. This will be a simple 12-month budget sheet. Cllr Mike Phillips will take charge of this plan and bring it to the next meeting.
7. **Village Hall** – Report from Nicky Broe:
 - A. There is £3299 in the bank and £269 in cash.
 - B. Spent £5000 in decorating, all agreed village hall looks fantastic.
 - C. Plans for alcohol license, will only need individual licenses for individual events.
 - D. Member Of Public mentioned idea for a Jazz Lunch, parish council agree this sounds great, encouraged.
 - E. Concern noted that raffles may need a licence – Cllr Sue Ivey to follow up
8. **Update for managing speed on B3098** –
 - A. Cllr Sue Ivey notes Dominic Munns is unable to attend, but he has encouraged the council to repeat the metro count for free as it was unsuitably placed, Cllr Sue Ivey will follow this up with Dominic Munns.
 - B. White gates – Cllr Ben Thompson has provided 2 quotes for 4 white gates: Wooden gates £750 and composite around £1000. Cllr Drew Spearey proposed

asking Henry Liebling to make some wooden ones up for a trial, Cllr Clive Broe seconded. Cllr Sue Ivey will write to Henry re the gates.

9. Village maintenance

- A. Fallen willow on Millennium Green – update – this has been cleared – thank you Henry
- B. Grounds Maintenance - £50 for each visit has been claimed from the village hall
- C. Footpaths – 3 signs have disappeared, Cllr Sue Ivey will contact Vicky Roscoe (highways)
- D. Floral displays and wildflower planting idea – Cllr Sue Ivey apologises that Superior Plants have re-planted; she didn't realise they would do it without being told. Ongoing wildflower idea for next year. A volunteer is needed to water the hanging basket by the village hall.

10. Parish Steward and Request for Multiple Person Task for Strawberry Hill - Cllr Sue Ivey requested that the newly formed 'Multi person task group' could look at the cross-track drainage that had been suggested as a solution for the water draining onto the B3098 during heavy rain. Here is the reply from Vicky Roscoe –

"Please accept my apologies for the delay in responding to your email. I inspected the byway with Suzanne Hiscock (Highway technician) earlier this week and we have concluded that the issue with run off does not meet intervention levels. Suzanne has advised me that the drainage gullies are due to be cleared out imminently so any water coming off the byway will run down hill and into the gullies. Cutting drainage channels into the byway would not solve the issue as the water would continue to flow down across the field towards the road. If the Parish still has concerns, you could write to the landowner and ask them to dig out their ditch which would help in taking some of the water away."

The parish council want Vicky Roscoe to come back and to re assess, Cllr Mike Ivey will write.

11. Planning Applications

- A. **Planning – Determined** - Little Cheverell CP Application Ref PL/2023/05854 - Works to a Listed Building Address: Glebe Farmhouse, Westbury Road, Little Cheverell, Devizes, SN10 4JP Proposal: To change 10No windows from mainly stormproof construction to flush casement & 2No stock pairs of doors and frames. (Window W2 referenced on plans to have a new frame and re-use the existing lead lights) **Decision:** Approve with Conditions
- B. Little Cheverell CP Application Ref PL/2023/07053 - Proposed Works to Trees in a Conservation Area Address: GLEBE FARMHOUSE, WESTBURY ROAD, LITTLE CHEVERELL, DEVIZES, SN10 4JP Proposal: T1 Group of four Leylandi Cypress - Fell to ground level **Decision** : No Objection
- C. Application Ref PL/2023/07109 - Prior Notification - Telecoms Operators Address: Reclamation Works, Station Works, Littleton Panell, Devizes, Wilts, SN10 4EZ Proposal: Proposed Base Station upgrade to existing telecommunications installation with removal and replacement of the existing F&L 15.0m Lattice Tower (overall height 16.2m) with proposed 30.0m High CS1S Lattice Tower on new 5.25x5.25x1.0m concrete foundation combined with New Latchways Fall Arrest, 3No. antennas, 1No. Cabinet and associated ancillary works, with existing 1No. GPS Node and existing 3No. Cabinets to be relocated. Applicant Name: Cornerstone Case Officer: David Millinship Decision Date: 12-10-2023 **Decision:** Prior Approval Not Required
- D. **Received** - Little Cheverell CP Application Ref PL/2023/07961 - Works to a Protected Tree Address: HIGHWAY VERGE, WESTBURY ROAD, LITTLE CHEVERELL,

DEVIZES, SN10 4JJ Proposal: Oak tree (T8 of TPO E/30) - crown reduce by 2m-3m roadside Applicant Name Highway Maintenance Wiltshire Council Case Officer: Kate Tate Respond By 10-10-2023 Parish Council submitted - NO OBJECTION

- E. Little Cheverell CP Application Ref PL/2023/05135 - Householder Application Address: 7 WESTBURY ROAD, LITTLE CHEVERELL, DEVIZES, SN10 4JW Proposal: 1 Retaining wall at rear of property . 2 Retaining wall to the left of property . 3 Retaining wall to entry of property right side of entrance. 4 Timber carport to left of property Parish Council submitted – NO OBJECTION
- F. Little Cheverell CP Application Ref PL/2023/08581 - Proposed Works to Trees in a Conservation Area Address: ORCHARD ACRE, LOW ROAD, LITTLE CHEVERELL, DEVIZES, SN10 4JU Proposal: Beech (T1) - reduce crown by 2-3m to previous reduction points to match adjacent beech tree Applicant Name Mr Salvin Case Officer: Beverley Griffin Respond By 26-10-2023 NO OBJECTION

12. **Remembrance Sunday** – Cllr Sue Ivey to order the remembrance Sunday wreath at a cost of around £30.

13. Village and Parish Council website update from Louise Brebner

- A. Website content query – Louise Brebner asked re as Asset List going onto the website, will investigate this further.
- B. Link volunteers – will be going up on the website.
- C. Wiltshire Bobby Van Trust Stay Safe Online Scheme – will be going up on the website.
- D. Now paying a direct debit to Hugo Fox £23.99 monthly which will come out on the 28th of each month (copy for RFO given) Parish Council happy with this.

14. **Co opting a parish councillor** – Louise Brebner has written a co-opting policy, will write this up into an advert for the village, public encouraged to apply for the council and to let the parish clerk know.

15. AOB

- A. Cllr Sue Ivey handed in her notice as Chairperson and Councillor, letter given to parish clerk. The council presented her with their thanks and some gifts to thank her for all her hard work and dedication to the council and Little Cheverell.
- B. Cllr Mike Phillips would like individuals to contact their providers re improvement plans to the network, he will contact Vodaphone and encourage the public to also complain about the poor network coverage that hindered everyone when Little Cheverell lost internet in August.

16. Date of next meeting – 17/01/2024