

Little Cheverell Parish Council

www.littlecheverell-pc.gov.uk

clerk@littlecheverell-pc.gov.uk

Chair: Mike Phillips

Parish Clerk: Tekla Hicks

Membership: Councillors M. Phillips (chair), C. Broe (vice-chair), N. Broe, B. Thompson, L. Thorne.

You are duly summoned to attend the Little Cheverell Parish Council general meeting on Monday 12th October 2026 at 7.00pm to transact the following business at the location of the Little Cheverell Village Hall, Westbury Road, Little Cheverell, Wiltshire, SN10 4JP.

~~T. Hicks~~, PSLCC

Parish Clerk & Responsible Financial Officer

AGENDA

26-27/26 Recording and filming of the meeting

The chair will ask all those present if any member of the public is intending to record or film the meeting.

26-27/27 Apologies

To receive and consider apologies for those unable to attend.

26-27/28 Declarations of Interest

To receive any declarations of interest for items on the agenda under the parish council's Code of Conduct issued in accordance with the Localism Act 2011.

26-27/29 Minutes of the previous meeting

To approve as a correct record the minutes of the parish council meeting held on 20th July 2026.

26-27/30 Reports

- (i) **To note** any announcements by the chair.
- (ii) **To receive** an update from the Wiltshire Councillor.

26-27/31 Planning Matters to discuss:

- (i) **To consider** the following planning application received:-
 - (a) [PL/2026/05693](#) – 2 The Retreat, Low Road, Little Cheverell, SN10 4JZ. Holly and Hazel trees – reduce height by 50%.
- (ii) **To note and discuss** any other planning applications received before the meeting.
- (iii) **To note** the LCPC Planning Schedule.
- (iv) **To formally resolve** approval for future planning application comments to be agreed as a quorate decision by email, and to delegate authority to the clerk to make the comment to Wiltshire Council, if required, between meetings.

26-27/32 Maintenance to include items as below:

- (i) **To discuss and agree** parish steward schedule – consideration of jobs for next visits.
- (ii) **To consider** maintenance of overhanging vegetation in the village.

26-27/33 Finance

- (i) **Payments for Approval/Ratifying:**
 - (a) Clerk's expenses – for approval.
 - (b) Shawns Rustic Workshop for planters - £65 – to ratify.
- (ii) **To approve** invoices/requests for payment received after the preparation of the agenda.
- (iii) **Monthly Management Accounts**
Members to receive the monthly financial report and bank reconciliations. See attached papers. A non-signatory member to sign the bank reconciliation and bank statements.
- (iv) **Budget and Precept 2027-28**
Members to receive and discuss the first draft of the proposed budget for 2027-28.

- (v) **To note** the new National Joint Council for Local Government Services agreed Pay Scales for 2026-27.

26-27/34 Governance

- (i) **To approve and adopt** the draft Data Breach Policy.
- (ii) **To approve and adopt** the draft Subject Access Request Policy.
- (iii) **To confirm** who will attend the Remembrance Day service on behalf of the parish council.
- (iv) **To consider and approve** meeting dates for 2027.
- (v) **To discuss** councillor email issues.

26-27/35 Agenda Items for next meeting

To discuss or request matters for the next agenda.

26-27/36 Confirmation of date of next meeting: Monday 14th December 2026 at 7.00pm.

For supporting documentation, please see www.littlecheverell-pc.gov.uk

* Little Cheverell Parish Council meetings are held in public, but they are not public meetings. Members of the public are very welcome to attend, and a session is provided to allow for questions to the chair (total three minutes) on matters on the agenda. Outside the session, members of the public may only speak upon invitation from the chair. No decisions can be made on items raised during the meeting, but if council so wishes, items may be added to a future agenda for consideration.

05.10.2026