

# Little Cheverell Parish Council

[www.littlecheverell-pc.gov.uk](http://www.littlecheverell-pc.gov.uk) [clerk@littlecheverell-pc.gov.uk](mailto:clerk@littlecheverell-pc.gov.uk)

Chair: Mike Phillips Parish Clerk: Tekla Hicks

Membership: Councillors M. Phillips, C. Broe, N. Broe, B. Thompson, L. Thorne.

You are duly summoned to attend Little Cheverell Parish Council General Meeting on **Monday 19<sup>th</sup> January 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.

*Tekla Hicks*

T Hicks, PSLCC

Parish Clerk & Responsible Financial Officer

## AGENDA

### **25-26/85 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.

### **25-26/86 Public Forum**

- (i) **To enable** members of the public to address the council regarding any item on the agenda\*.
- (ii) **To receive** any petitions or deputations.

### **25-26/87 Apologies**

**To receive** and consider apologies for those unable to attend.

### **25-26/88 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.

### **25-26/89 Minutes of the previous meeting**

**To approve** as a correct record the minutes of the parish council meeting held on 17<sup>th</sup> November 2025.

### **25-26/90 Reports**

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

### **25-26/91 Planning Matters to discuss:**

- (i) **To discuss/ratify and comment** on the following application:
  - a) [PL/2025/09658](#) Rest Harrow, Low Road, Little Cheverell, SN10 4JZ. Variation of condition 2 (Approved Plans) relating to application PL/2022/03377 - to include a larger dormer for a compliant staircase and loft conversion, with minor rooflight location changes. To ratify comment – no comment.
  - b) [PL/2025/09395](#) 2 Ivy Cottage, Little Cheverell. Reduction of crown by 30% to both a European Oak and Copper Beech. To ratify comment – no objection.
  - c) **To note and discuss** any other planning applications received before the meeting.

### **25-26/92 Maintenance to include items as below:**

**To discuss and agree** parish steward schedule – consideration of jobs for next visits.

**25-26/93      Finance**

**(i)      Payments for Approval:**

- (a) Clerk's expenses
- (b) SSE Contract – for discussion.
- (c) Little Cheverell Village Hall - £20.00.

**(ii)      To ratify invoices already paid prior to meeting:**

- (a) Chair's reimbursement of £346.80 for defibrillator battery (20.11.2025)
- (b) Superior Plants – Inv 10137 - £210.00.
- (c) Chair's reimbursements Microsoft £24.20 (Nov & Dec).
- (d) BT for Village Hall Broadband - £28.75.
- (e) Bright Wire Inv 186 for Village Hall electicals - £458.00.

**(iii)      To approve invoices/requests for payment received after the preparation of the agenda.**

**(iv)      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.

**(v)      To agree** the Internal Auditor for 2025-26.

**25-26/94      Governance**

**25-26/95      The Village Noticeboards**

**To receive** any update regarding the noticeboards.

**25-26/96      Exclusion of Public and Press**

**To resolve** that the public and press be excluded from the meeting citing the Public Bodies (admission to meetings) Act 1960 due to the confidential nature of the business to be transacted.

**25-26/97      Recruitment**

**To ratify** the agreement made for the employment of Tekla Hicks as permanent Parish Clerk & Responsible Financial Officer.

**25-26/98      The General Power of Competence**

- (i)      **To confirm** the council has met the eligibility to adopt the General Power of Competence and
- (ii)      **To adopt** the General Power of Competence.

**25-26/99      Correspondence to note:**

- (i)      Digital Wiltshire initiative email.

**25-26/100      To confirm the date of next meeting – 16.03.2026.**

**For supporting documentation, please see here or scan the QR code:**

\* 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.

