

LITTLE CHEVERELL PARISH COUNCIL

Minutes of the Meeting of Little Cheverell Parish Council Held at Little Cheverell Village Hall on Monday 29th September 2025 at 7 p.m.

Present: Councillors

Mike Phillips (Chairman), Benjamin Thompson, Nicola Broe, Lucy Thorne.
Locum Clerk-Parish Clerk and Responsible Officer.

In attendance: No members of the public

25/48 Public Participation 7.00pm

There was no public participation to record.

Meeting of the Council Commenced at 7.15pm

25/49 Recording and Filming of the Meeting

There was no intent to record.

25/50 Apologies: Clive Broe - Vice Chairman – apologies accepted

25/51 Dispensations and Declarations of interest. Resolved: None

25/52 Minutes. The minutes of the Council meeting held on the 7 July 2025 were approved as a true record and signed by the Chairman.

25/53 Chairmans Report. The Chairman's full report can be found in Annex 1

25/54 Unitary Councillor's Update. See Annex 2 (Provided by Cllr. Mike Phillips in the absence of Cllr. Dominic Muns)

25/55 Clerk. Resolved: Cllrs resolved to approve the appointment of Mrs. Tekla Hicks as Locum Parish Clerk and Responsible Financial Officer with immediate effect. Voting Unanimously in favour.

25/56 Accounts. Resolved: Cllrs received and signed off the Parish Council accounts.

25/57 Ratification and Authorisation of Payments. Resolved: Members resolved to ratify and authorise the payments listed below to be made by online banking.

Payments to ratify:

Hugo Fox (August website) £23.99

Hugo Fox (August email) £2.99

Hugo Fox (September website) £23.99

Hugo Fox (September email) £2.99

TDS Garden Services (INV 05 July) £150

TDS Garden Services (INV 06 August) £150

TDS Garden Services (INV 07 Sept) £150

LC Village Hall Hire (July and Sept) £40

BT VH Broadband £87.60
Microsoft Office 365 (July) £12.20
Microsoft Office 365 (August) £12.20
Microsoft Office 365 (September) £12.20
SSE (September) £159.53

Payments to authorise:

Clerk's pay August TBA – The Clerk will provide information on this payment in time for the next meeting.

25/58 Proposal to approve. Resolved. Cllrs resolved to approve reimbursement of the July, August and September monthly fees for the Clerk's Microsoft subscription to Cllr. Mike Phillips and to add the monthly subscription of £12.10 to the pre-approved list.

25/59 Proposal to approve a Unity Trust Charge Card. Resolved. Cllrs resolved to hold this item until a permanent clerk was in post.

25/60 Proposal to approve. Resolved. Cllrs resolved to approve the Clerk claiming expenses for consumables to print invoices, reports and other documentation.

25/61 Clerks' Salary. Resolved. Cllrs noted the increase in the NJC Salary Scales for 2025-2026.

25/62 Clerks' Pay. Resolved. Cllrs resolved to approve payment of 3 extra hours in August for time taken to handover duties and resolving issues with online banking and HMRC gateway access.

25/63 Council to Approve Quote received for renewal of the Parish Council notice board adjacent to the defibrillator. Resolved. Cllrs voted unanimously to approve the renewal of the Parish Council noticeboard adjacent to the defibrillator at a cost of £230 for materials, a resident has kindly agreed to do the work at no cost.

Cllr. Thompson was authorised to remove the two redundant notice boards. The council was not in favour of gifting the redundant boards to any party.

25/64 Council to Approve. Resolved. Cllrs resolved to approve funding minor but important electrical work at the Village Hall, installation of four extra power outlets in the Kitchen, main hall and storeroom at a cost of £408 including VAT – voting unanimous in favour.

25/65 Planning Applications for Review. None were received.

25/66 Westbury Road Metro Count. Councillors noted a report from Cllr Thorne on an application that had been made by the Parish Council to LHFIG for a Metro Count to be sited on Westbury Road within the 40mph limit. The council is awaiting a response to the application from Wiltshire Council officers. The application must be considered by the Wiltshire Council Area Board and LHFIG.

25/67 Report on Brian Mathew MP Visit. Resolved: See Annex 1

Exclusion of the public and Press. Resolved: The Council resolved 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.

25/68 Update on the proposal to report a privately owned property. Resolved. The Chairman provided an update on the proposal to report a privately owned property in the village due to its condition.

25/69 Date of the next meeting.

The next meeting of the Parish Council will be on 17th November 2025, 7pm at Little Cheverell Village Hall.

Signed

Dated

The minutes of this meeting will be available to all members of the public from the village website or by contacting the Parish Clerk.

DRAFT

Annex 1: Chairman's report

Visit of Dr. Brian Mathew MP to Little Cheverell 26th September 2025

Dr. Mathew was given a tour of the Westbury Road to see for himself the hazards and enable him to offer advice around speed management and road safety on the section of road from East Sands to the village gates in the west. We explained that a Metro count (speed survey) request has been registered with Wiltshire Council, and we expect this to be considered by the Devizes Area Board very soon. Dr. Mathew offered some advice with respect to speed management and process, recommending we apply Wiltshire Council for a speed limit review to reduce the 30mph limit to 20mph and the 40mph limit to 30mph, he also recommended we back up our argument with a petition from residents and write to Cllr. Martin Smith Cabinet Member for Highways to request his support, we discussed speed indicator devices and their role in reducing speed and data gathering, Dr. Mathew advised the Parish Council to increase its precept to cover the cost of these should we consider they are needed. We heard from a representative of West Lavington Parish Council who told us their recent installation of speed indicator devices had identified many speeding vehicles and that the data logging and recording is able to be presented to the police and used as evidence when attempting to justify a speed limit review.

Parish Steward

The Parish Steward visited the village on 23rd September and cleared and checked Grips and Gullies to reduce flood risk as well as clearing weeds from the wall on Westbury Road near School Lane and removed weeds from the kerb near Laundry Cottage, I have thanked him for his hard work on behalf of the community.

Should anyone be aware of any maintenance that could be carried out by the Parish Steward, please contact a Councillor who will request the work be carried out if it falls within the remit of the Steward, noting that the job must be able to be safely completed by one person and without traffic control.

Correspondence

The Clerk received two emails from residents voicing their dismay over the planned removal of the redundant noticeboard at the North End of Low Road and one What's App message voicing the same. The Clerk responded to the emails indicating that the Parish Council has no plans to retain or reinstate the

boards. The Chairman responded to the What's App message with the same message as it was sent to his personal number.

All three boards in the village are the property of the Parish Council and have fallen into disrepair, two of the boards are not serviceable and are redundant. The Council voted to remove the two redundant boards in the July meeting and to renovate the remaining one which is still used.

The reason for the decision was that the cost of having three boards is significant, even taking into account a kind offer to build three new ones, the bill would be upwards of £700 and possibly as much as £1000, since we are not obliged to have multiple boards in the parish, we consider proceeding with three boards does not offer value to taxpayers and that the money would be better spent on other projects, for example speed management or grounds maintenance. Furthermore, Parishes are now strongly encouraged to maintain a website where all the parish notices and other information are available for inspection and download, the cost of running the website is around £300. We offer much more information on the website than on the noticeboard, and it is accessible to all from the comfort of their homes in all weathers. The website is also used to promote village events organised by various parties including but not limited to the Village Hall Committee. The Parish Council is legally obliged to post agendas on the Parish Notice board. The Chairman believes we meet this standard and indeed exceed it due to the availability of documents on the website. Finally, the redundant boards are often fly posted with all sorts of notices; these are not managed and must be removed regularly. The Parish Council does not post parish notices on the two redundant boards.

The Parish Council aims to be transparent and available, the website offers "contact us" links where people are able to message us directly. The chairman's telephone number is also available on the website, and all councillors may be contacted through the village what's app group. If anyone in the village feels they are unable to access information concerning the council, they are welcome to contact any councillor to discuss how they might be accommodated.

Pet Database

A quick reminder to all Dog and Cat owners that their pets must be microchipped and the database linked to the chip must have an up-to-date record of the owners contact details. It is possible to register a pet yourself at www.petlog.org.uk if the original database link has been lost, there is a small fee for this service.

Annex 2

Wiltshire Council Matters

Unlicensed Waste & scrap metal removal operators are being targeted in a campaign with enforcement officers working with police to tackle unlicensed waste operators and fly-tipping. Businesses and individuals are legally responsible for checking a carrier has the correct licence to carry waste, a note of the licence should be retained by the business or individual and the registration number of all vehicles should be recorded when using a waste removal service. Ask where the waste will be taken to.

Hare Coursing and Lurchers; Out of 60 stray dogs collected by wardens in the last three months, 20 have been Lurchers, this has been linked to Hare Coursing in the county. Please report stray dogs to the Dog Warden team on 0300 456 0107 and report any suspicious activity such as groups of people on farmland with dogs to the police especially if you see vehicles parked in unusual places nearby or spot gates that have been tampered with.