

**Minutes of the Annual Meeting of Cherhill Parish Council  
Cherhill Village Hall, Thursday 23 May 2024, 7.30pm**

**Present:**

Nick White – CPC Councillor and Chairman	Jane Page – CPC Councillor
Richard Carter – CPC Councillor	Dave Grafton – CPC Councillor
Martin Purslow – CPC Councillor and Vice-Chairman	Andrew Sadler-Smith – CPC Councillor
	Peter Johnson – CPC Parish Clerk/RFO

Plus 16 members of the public

4364 Apologies

Received from Cllr Catt and Wiltshire Cllr O'Neil. Cllr White had sent apologies for a late arrival. Outgoing Vice-Chairman Cllr Purslow chaired the meeting until Cllr White's arrival.

4365 Declarations of Interest

There were no declarations of interest.

4366 Election of Chairman

Proposed by Cllr Grafton and seconded by Cllr Sadler-Smith that Cllr White be elected as Chairman. 5 voted for and 0 voted against this proposal which was **APPROVED**.

4367 Election of Vice-Chairman

Proposed by Cllr Grafton and seconded by Cllr Sadler-Smith that Cllr Page be elected as Vice-Chairman. 5 voted for and 0 voted against this proposal which was **APPROVED**.

4368 Minutes of the Meeting held on Thursday 4<sup>th</sup> April 2024

Cllr Sadler-Smith proposed approval of the Minutes as a correct record, seconded by Cllr Page. Cllr Purslow signed off the Minutes.

4369 Report by the National Trust on plans for the Lansdowne Monument

A presentation with slides was given by Mr Andrew Townsend, principal of Andrew Townsend Architects, Historic Building Consultants, appointed by the National Trust for this project, and by Mr Simon Fyles, Senior Communications and Marketing Officer of the National Trust (Wiltshire Landscape). Mr Townsend outlined the history of conservation of the monument, the main areas of current deterioration and the planned programme of restoration. Mr Fyles confirmed that the National Trust had allocated internal funds for the full cost of the restoration project and the main work would commence in 2025, using rope access and some scaffolding. In the meantime work would be carried out during 2024 June to upgrade the lightning conductor which will involve the digging of a trench with monitoring by an archaeologist. There would also be tests carried out on different types of stone, mostly from the Bath area. Councillors and members of the public expressed their satisfaction.

4370 Public Participation

There were no matters raised.

4371 Review of Actions

**Reinstatement of fallen signpost on footpath to Stert Pond (4185).** Cllr Page reported that the sign was fortunately still intact at the bottom of the ditch. Cllr Grafton had cut the grass between the pond and the bridge to allow access by tractor and trailer and the work should commence shortly. Action : **Cllrs White and Grafton**

**Repair of handrails and foot bridges near Stert Pond (4212).** Cllr Page had requested a quote for the work to include the two broken stiles and she was now chasing for it. In the meantime Cllr Grafton would be carrying out temporary repairs to the stiles. Action : **Cllrs White, Grafton and Page**

**Request for a bus stop on the A4 for Yatesbury residents (4219).** Cllr Purslow had filed an application to LHFIFG for funding and this would hopefully be dealt with at the LHFIFG meeting, in July after which he would report further. Action : **Cllr Purslow**

**Yatesbury overgrown footpaths (4255)** Cllr Page was now in the process of obtaining a quote from contractors to deal with the issue. Action : **Cllr Page**

**Contact with farmer re digging of pipes on the bridleway off Jugglers Lane (4255).** Cllr White had contacted Rob Pickford who was obtaining a quote from a contractor to do the repair work

**Researching options for the training of volunteers for the defibrillators (4258).** Cllr Carter had drawn up details of training but this would only be implemented after a new unit had been installed and that aspect was still being resolved.

**Changes to update the Flood and Emergency Plans (4260).** Cllr Grafton confirmed this was close to completion. Action – **Cllr Grafton**

**To lodge complaint with Wiltshire Highways re the state of main road at Yatesbury (4271).** Cllr White had reported the issue re Back Lane on My Wilts and was chasing an update. Cllr Page reported that another huge quantity of wood had been cut down which now needs to be transported and that would cause further damage to the road surface. It was better to pre-empt this further difficulty and contact would be made with Mark Stansby at Wiltshire Highways. Action : **Cllr White**

**Poplar trees bordering Jugglers Lane (4274).** Cllr Grafton confirmed that the trees were all now in leaf and identifiable as poplars. There are some dead branches but there is no immediate danger. Long term maintenance will require pollarding. Action: **Cllrs Grafton and Page**

**To approach Richard Gantlett re putting in drainage on the byway at Little London (4353).** Cllr White had written to Mr Gantlett and would now be putting in a call to him.

**To establish LHFIFG terms of reference re repairs needed on Barrow Way (4353d).** The Clerk had obtained and circulated the terms of reference. These could be interpreted as allowing an application through LHFIFG for repairs to the road surface as this needs to be of a standard suitable for a cycle route. Action : **Cllr Purslow**

4372 Bridleway and Footpath Maintenance (Standing Item)

Cllr Page had written to the ROW team at Wiltshire Council to report on the setting up of the Working Group on Bridleway and Footpath Maintenance, with the emphasis on the issues affecting White Horse Way. She had requested a site visit but no reply had been received so she would chase.

In the meantime the Combined Parishes PROW Group (set up by Wiltshire CPRE) for each parish to carry out a survey of its bridleways, footpaths and byways would be dealt with by the Working Group. Cllr White had received the hard copy of the definitive parish map and although the HIAMS software was still to be rolled out that was mainly for the recording of fixtures along these routes. That need not hold up the inspection of the routes. A request would be made to Michelle Haley at the Combined Parishes PROW Group for an update on training for the software. Action : **Clerk**

#### 4373 Working Group on Bridleway and Footpath Maintenance

A discussion was had, as previously, on the merits of a formal sub-committee versus a more informal working group and it was agreed that the latter remained the more practical and flexible option. Agreed that the Working Group would meet to identify and prioritise such work but the intention was not for its members necessarily to carry out the work themselves. Cllr Page would be drawing up rules of engagement but nothing too formal at this stage. **Action : Cllr Page**

#### 4374 Planning applications

Application No	Address	Conclusion
PL/2024/03361	Chestnut Cottage, 8 Park Lane, Cherhill SN11 8UZ	No objection to proposed crown thinning to tulip tree.
PL/2024/04437	1 Quemerford Gate, Cherhill, SN11 8XW	No objection to proposed temporary hedgerow removal to facilitate water main scheme

#### 4375 Accounts

**Clerk's Home/Office expenses for March and April 2024 @ £52.00.** Proposed to be approved by Cllr Carter, seconded by Cllr Purslow. **APPROVED**

**NALC/WALC Annual Subscription @ £326.92** Proposed to be approved by Cllr White, seconded by Cllr Purslow. **APPROVED**

**Clear Councils Insurance for parish council insurance premium @ £1,332.92** (not £1,269.92 as published in the Agenda which was the previous year's premium). Proposed to be approved by Cllr Carter, seconded by Cllr Grafton. **APPROVED**

**MPN Accountants payroll services for 2023-24 @ £240.** Proposed to be approved by Cllr Sadler-Smith, seconded by Cllr White. **APPROVED**

#### 4376 Q4 Reconciliation Statement 2023-24.

The Clerk/RFO had met with Cllr Carter to reconcile the balances for the final quarter of 2023-24. The reconciliation statement had been circulated. **APPROVED** then signed off by Cllr White.

#### 4377 Financial Approvals

- a) **Authority to Spend, 2024-25**, as set out in the Financial Regulations. Proposed Cllr Carter, seconded Cllr Grafton and **APPROVED** for the Clerk/RFO to continue to make individual payments up to a limit of £100, outside of monthly meetings.
- b) **Regular Payments 2024-25.** Proposed Cllr Carter and seconded Cllr Purslow and **APPROVED** for the making of regular payments, principally salary and income tax, by the Clerk/RFO, outside of monthly meetings.
- c) **Annual Financial Summary for 2023-24**, prepared by the Clerk/RFO and Cllr Carter and circulated in advance. **APPROVED** and signed off by Cllr White and the Clerk/RFO.
- d) **Updated Fixed Assets Register.** This was examined and additions included some office items (archive boxes) and the signage for Cycle Route 403. The fixed asset total was now £84,415.83. **APPROVED** and signed off by Cllr White and the Clerk/RFO.

#### 4378 Community Governance Review – Transfer of Assets and Engagement with the Public

The Clerk reported on the multi-parish meeting at Derry Hall on 7<sup>th</sup> May. He outlined for the benefit of members of the public the reorganisation that would be implemented in May 2025. The meeting had dealt with the provision, transfer and maintenance of defibrillators going to successor councils such as

Cherhill PC. The matter of CIL funds was not going to be affecting Cherhill PC as much as some of the other parish councils. The main focus at present was engagement with the public, successor councils are to promote the new arrangements by holding meetings/roadshows across the parish areas. A leaflet would be issued by each parish council, a generic section drafted by Calne Without PC, the rest drafted by the successor parish council. There would be liaison on budget setting between each successor council and Councillors from wards joining from Calne Without PC.

#### 4379 Newsletter (Standing Item)

The March edition having been published, a July-September edition would be planned in due course.

#### 4380 Councillor Responsibilities

**Area Board** – Cllrs Grafton and Sadler-Smith would be attending the next meeting on 12<sup>th</sup> June.

**Budgeting and Finance** – The Clerk reported the funds at Lloyd's currently totalled £24,220.86.

**Clerk Admin matters** – The Clerk had drafted the AGAR and was meeting with the internal auditor.

**Facebook Page** – Cllr Purslow had updated the page re the White Horse and other matters.

**Website** – Cllr White would be putting the approved Budget for 2024-25 on the website shortly.

**Combined Parishes Forum** – Cllr Grafton advised there was nothing to report at present.

**Hills Waste Solutions Group** – Cllr Grafton would be attending the next meeting, held by Zoom

**LHFIG** – Cllr Purslow confirmed that the next meeting was on 26<sup>th</sup> July and he would be attending. Approval had now been given for reinstatement of the bus stop for Yatesbury on the A4 and he would be seeking approval for remedial work on the byway surface at Barrow Way **(4353d)**

**Parish Steward link** – Cllr Purslow confirmed that the Steward had repaired potholes in Mill Lane. He does not however carry out work on bridleways or byways.

**White Horse Restoration Group** – Cllr Grafton confirmed that the rechalking had been successful. The local scouts should be thanked and also Rob Pickford for transporting the chalk up to the site.

**Lansdowne Monument** – Cllr Sadler-Smith was thanked for arranging the presentation earlier by the National Trust and for pushing so effectively for a restoration of the monument.

**Defibrillators** – All units across the parish continued to be in operation.

**Wiltshire Association of Local Councils (WALC)**. – Cllr Sadler-Smith reported that the new County Officer, Ian Nockolds, was ramping up the training. He and Cllr Catt had recently attended a very useful training session for new councillors arranged by WALC.

#### 4381 Confidential Matters

Any confidential matters discussed are not reported in the Minutes.

#### 4382 Date of next meetings

**Thursday 27<sup>th</sup> June at 7.30pm – Yatesbury Village Hall**

**Thursday 25<sup>th</sup> July at 7.30pm – Cherhill Village Hall**

The meeting closed at 9.25 pm.