

ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

DRAFT MINUTES SUBJECT TO CONFIRMATION

Minutes of the Council Meeting held on 26th November 2025
at 19:00 in Crudwell Village Hall

Present: Cllr Budgen (Chair), Hatherell (Vice-Chair), Briggs, Clogg, Jones, Maslin, Merriman, Newman, Panting, Stephens, Sorby and Smith (WC-Sherston Division)

Public: None

86 APOLOGIES FOR ABSENCE

Cllr Ingham

87 DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE COUNCIL'S CODE OF CONDUCT

None

88 PUBLIC QUESTION TIME IN RESPECT OF ITEMS OF BUSINESS INCLUDED ON THE AGENDA

None

89 TO ADOPT THE MINUTES OF THE PARISH COUNCIL MEETING ON 22nd OCTOBER 2025

The minutes of the parish council meeting on the 22nd October 2025 were adopted as a true record and signed accordingly.

90 TO RECEIVE REPORT #11.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #11.1. Full comments submitted by the council can be viewed online at Wiltshire Council under the relevant application reference.

Site	Reference	Comments
The Rookery, Burton Hill, SN16 0EL	PL/2025/08561	Support
The Rookery, Burton Hill, SN16 0EL	PL/2025/08327	Support
4 Milbourne Park, Milbourne, SN16 9LE	PL/2025/08630	No objection

Action: Cllr Budgen & Clerk

91 FINANCIAL REPORTS

The RFO presented the accounts for the year to date. The bank statement dated 31st October was noted and showed balances of £7,045.60 and £42,940.65 and matched the reconciliation statement. Cllr Briggs stated that the annual interest received for the United Trust Bank account was higher than anticipated and would automatically be transferred into the current account in early November. The reconciliations and the original bank statements were signed as correct by the Vice Chair as evidence of verification. Cllr Briggs pointed out that any councillor allowances will appear on bank statements. The RFO presented the payments schedule. The schedule was approved and Cllr Budgen signed the list of payments for authorisation as per supporting evidence; Cllr Clogg first authoriser, Cllr Jones second authoriser.

Action: Cllrs Clogg and Jones

Payment No.	Payee Details	Reason	Amount (£)
1	Crudwell Village Hall	Hall hire October - December 2025	£60.00
2	Ratcliffe & Son	LNR chainsaw repairs May & September 2025	£183.73
3	Friends of Riverside	Hall hire - Personnel Meeting 12.11.25	£7.00
4	Hathaway Landscapes Ltd	Waste collection Nov 25	£289.08
5	Hathaway Landscapes Ltd	Grass cutting Nov 25	£232.50
		TOTAL	£772.31

92 TO CONSIDER OPTIONS TO PROGRESS THE GRASS CUTTING, WASTE COLLECTION AND PERMISSIVE PATH VEGETATION CLEARANCE QUOTATIONS PROCESS

Cllr Budgen provided details of the three quotes received for the 2-year mowing contract. The Council voted unanimously to award the contract to company A at a cost of £2,550 plus VAT per annum.

Cllr Budgen also provided details of the four quotes received for the 2-year vegetation clearance of the permissive path. The Council voted unanimously to award the contract to company A at a cost of £550 plus VAT per annum. The Clerk was asked to notify all contractors officially.

The Clerk explained the progress to date regarding obtaining quotes for servicing the council's waste collection schedule. The council discussed an option to remove all the waste bins because of the scarcity of companies willing to undertake the task and the increasing cost. A motion to remove all the bins was defeated, with 4 votes in favour and 7 against. As additional information is awaited from potential companies, it was decided to postpone a decision until the December meeting. **Action: Clerk**

93 TO CONSIDER THE SECOND DRAFT OF THE 2026/27 BUDGET AND PRECEPT

Cllr Briggs presented an updated draft budget which included the revised grass cutting and estimated waste collection costs. Cllr Briggs illustrated how gradual modest increases to the annual precept would help to reduce the budget deficit which is presently only balanced with funds taken from the council's healthy reserve position. Further, as Wiltshire Council's finances are under severe pressure there could also be more devolved costs for parish councils to pick up. The reasons for any increase to the precept could be explained to residents in a newsletter and/or at the Annual Parish Meeting. The budget and its associated precept will be reviewed and agreed at the December meeting.

94 TO CONSIDER SUPPORTING THE SOUTH WESTERN AMBULANCE CHARITY FUNDRAISING APPEAL FOR A COMMUNITY RESPONSE VEHICLE (CRV)

Details of the donation request were circulated prior to the meeting. Cllr Budgen proposed a £300 donation; this was unanimously supported and agreed. **Action: Clerk**

95 TO CONSIDER A SUBMISSION TO THE PLANNING INSPECTORATE REGARDING THE LIME DOWN SOLAR FARM APPLICATION

It was agreed that the recent community meetings had been excellent with the necessity for the community to engage fully in the process. It was agreed the council should make a submission and that Councillors Sorby, Hatherell and Ingham would draft a response to be circulated by the clerk for comment. The council will need to re-register in order to submit comments.

96 TO RECEIVE VERBAL REPORTS ON HIGHWAYS, PLAYING FIELDS, FOOTPATHS, PATIENTS PARTICIPATION GROUP, PERSONNEL COMMITTEE, FINANCE COMMITTEE, PROJECTS WORKING PARTY & WEBSITE WORKING PARTY

Highways - Cllr Hatherell detailed the jobs that were completed on the last visit and asked to be advised of any jobs for the Parish Steward's next visit. Cllr Newman queried the barriers at the end of Arches Lane and Cllr Newman queried the barriers at the end of Arches Lane and Cllr Smith said the work was awaiting the correct stone. Cllr Hatherell expressed dissatisfaction over the lack of action regarding the blocked ditch on the old nursery side of the A429 near Kingway Bridge. He had reported this issue several times on MyWilts and a whole year has elapsed with no action. It is thought this may be because it is possibly an environmental issue with discharge into the ditch. Also the drainage under Kingway bridge is still not right. It was agreed Cllr Budgen will email the Highways Engineer about these issues and copy Cllr Smith in. He will also notify the local Highways engineer that the bulbs have been planted near the Corston War Memorial as requested.

Action: Cllr Budgen

Playing Fields – Cllr Hatherell reported that both the playing fields had been checked. Quotes to undertake the remedial items identified in the RoSPA report at Chippenham Road playing field are awaited, the Clerk will follow this up. **Action: Clerk**

Footpaths – Cllr Budgen provided details of a request for volunteers from Common Road, Foxley Road, Milbourne and Corston to assist with the walking and wheeling infrastructure plan (an LCWIP) by commenting upon proposed routes for the new plan and to suggest ideas to cover currently omitted footpaths or roads. It was agreed that the clerk would pass on the email address of Councillors Clogg, Hatherell and Maslin.

Action: Clerk

Patients Participation Group – nothing to report.

Personnel Committee – Cllr Clogg reported that at the recent meeting it was identified that it would be helpful to have an extra person to become familiar with the Rialtas financial software. It was agreed that the Clerk would obtain details of the training courses available. **Action: Clerk**

Finance Committee – nothing to report.

Projects Working Party (PWP) – Cllr Hatherell reported that a S123 Notice had been filed with local news outlets regarding the 3 pieces of land in Corston to be transferred on a Community Asset Transfer (CAT). He recently visited the planned allotment site and found that a large amount of tree branches had been dumped. He queried whether WC could help with the clearance of the land. If not, the cost of the clearance could come from CIL funds. Notes of the PWP meetings are available to councillors from the clerk.

Website Working Party – nothing to report.

The meeting closed at 20:25

The next meeting will be held at 19:00 on Wednesday 17th December 2025 at Crudwell Village Hall

..... Chair

..... Dated