

DAUNTSEY PARISH COUNCIL

www.dauntseyparishcouncil.gov.uk

31st December 2025

Dear Councillor,

You are summoned to a **Meeting of the Dauntsey Parish Council**, to be held on **Monday 5th January 2026** commencing at **7.00pm** in the **Brinkworth Earl Danby's Lower School Hall, Dauntsey**. The Press and Public are welcome to attend the Meeting.

Yours faithfully,



Vivian A Vines MBE SLCC

FULL COUNCIL MEETING

(Agenda Items for decision are marked as such)

NOTICE OF MEETING – Public Notice of the Meeting is given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972.

PUBLIC QUESTION TIME: an opportunity for members of the public to address the Council on any Council matter before the formal meeting commences. (Limited to 10 minutes)

- i) A written question has been received. See Agenda item 9 (b)

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES: an opportunity to put questions and receive information from the Wiltshire Councillor, if available, and Council delegated representatives for other organisations and functions. (Limited to 10 minutes)

AGENDA

1. **APOLOGIES:** To receive and agree Apologies from Council Members. **(For Decision)**
2. **DECLARATIONS OF INTEREST:** To note any Declarations of Interests in accordance with Dauntsey Parish Council's Code of Conduct and Standing Orders including any Dispensations required under the Code of Conduct. **(to note)**
3. **MINUTES:** To receive and sign as a true record the Minutes of the Council Meeting/s held on:
Council Meeting held 3rd November 2025. **(see attached Draft Minutes) (For Decision)**
4. **COUNCIL MEMBER VACANCIES:**

Pursuant to Minute 031/25. Following the Parish Council Election process the Parish had an uncontested Election as only 3 eligible persons were nominated leaving 4 Vacancies that need to be filled by co-option. At the last Council Meeting three interested parties were in attendance and the Council agreed that Alexander Miller, Paul Bird and Georgina Greene should be co-opted at this Meeting. Since then a further eligible person has wished to be considered and it is recommended that Simon Pritchard be also co-opted on to the Council. This will fill all Council places. It will be necessary for all four to sign their Declaration of Acceptance of Officer before they can take up the positions. To consider and agree the co-options. **(For Decision)**

5. PLANNING:

Planning Applications: To make observations on planning application consultations received. Prior to the consideration of each Planning Application, the opportunity will be given for Applicants and their Representatives and any other interested parties to address the Council. (Limited to 3 minutes each person)

- a) PL/2025/09643 – Householder Planning Permission
Proposed side/rear 2 storey extension. Demolition of existing garage and outbuilding.
Construction of new garage and store
7, Dauntsey, Chippenham SN15 4JH
For Mr & Mrs Richard Mason **(see online) (For Decision)**
- b) PL/2025/08863 – Householder Planning Permission
Proposed side and rear extensions
Wisteria House, 37, Dauntsey, Chippenham SN15 4HN
For Mr & Mrs Holley **(see online) (For Decision)**

There are no further planning applications to consider at the time of Agenda publication.

Planning General: To receive notification of any Planning Decisions received and any amendments and updates to previously considered Planning Applications. To receive notification and consider any other Planning related matters, including updates on any Planning Applications that have not yet been determined and Planning Appeals.

- a) PL/2025/06917 – Householder Planning Permission
Partial removal and taking down of unsafe walls to first floor level to the fire damaged Grade II Listed Idover Demesne Farmhouse
Idover Demesne Farm, Dauntsey, Chippenham SN15 4JJ
For Mr Nigel Greenwood **Approved with Conditions 3rd November 2025**
- b) PL/2025/07144 – Listed Building Consent (Alt/Ext)
Partial removal and taking down of unsafe walls to first floor level to the fire damaged Grade II Listed Idover Demesne Farmhouse
Idover Demesne Farm, Dauntsey, Chippenham SN15 4JJ
For Mr Nigel Greenwood **Approved with Conditions 3rd November 2025**
- c) Notice of Acceptance of an application for a Development Consent Order (DCO) by the Planning Inspectorate (on behalf of the Secretary of State) under Section 56 of the Planning Act 2008 Lime Down Solar Park.

Notification was received that proposals (EN010168) for Five Solar Array Sites, etc. was submitted to the Secretary of State on the 19th September 2025 and was accepted for examination on the 17th October 2025. Hard copy details could be viewed at Malmesbury, Chippenham, Corsham, Melksham and Yate Libraries. Representations and PINS Registration is required by 23:59pm Friday the 9th January 2026. The Council has previously discussed this large scale proposal and submitted comments and the Clerk registered their interests within the required timescale to allow them to comment further as the examination proceeds. **(to note)**

- d) Planning Enforcement. It has been reported that a considerable amount of work has been carried out on land and buildings at Barn Farm, Sodom Lane, Dauntsey SN15 4JA. For reference Members should look at application PL/2025/05509 and the site location plan that identifies the size and scale of the existing built form and yard. From surrounding views there appears to be a considerable increase in size and storage area uses that encroach into the open field area that is subject to flooding, including surrounding property. It is the duty of the Council to invite Wiltshire Council to investigate the matter to ascertain if the works carried out are un-authorised. **(For Decision)**

There are no further planning matters to report at the time of Agenda publication.

6. FINANCE: To note any financial matters, any receipts and payments made

a) Payment/s made since the last Council Meeting

There have been no payments made since the last Council Meeting. **(to note)**

b) Payments to be made **(see attached) (For Decision)**

Black Nova Designs. Website hosting renewals 26/27 Inv 29829	30.12.25	£ 112.80
ElanCity. Evolis solar SIDS etc. purchase Inv SAJ-UK/2025/03035	08.12.25	£ 10,800.00

c) Receipts: To note Receipt/s since the last Council Meeting.

There have been no receipts since the last Council Meeting. **(to note)**

d) To note Bank Account Balance/s: **(to note)**

Lloyds Account No. 02333109	28 th November 2025	£ 50,064.47*
-----------------------------	--------------------------------	--------------

* Any later balance will be reported.

e) Council Budget: To consider the Council Budget and Budget proposals for the Council Year 2026-2027 and required Precept.

The Council is required to submit any Precept requirement to Wiltshire Council by the 20th January 2026.

The Council should always be mindful of the Government's views on the future of Local Government spending and the possibility that Parish Councils may one day be considered under capping and referendum requirements but there are no proposals being suggested at the present time.

The Council will also need to consider that Wiltshire Council will be continuing to reduce services and whether there will be a need for the Parish Council to carry out some of the tasks for the local community's benefit and in addition Wiltshire Council may well ask for further Parish Council financial support for any works proposed within the Parish, such as LHFIG Area Board requests.

The Council set their Precept requirement at £25,500.00 in 2025/2026 to retain the capital budget provision and to cover increased spending proposals. This was an increase of £2,000.00 on the 2024/2025 budget to cover potential Wiltshire Council Election charges and with Council Tax Band D changes at that time increased the Parish Council Band D Tax by £8.65 per year.

Wiltshire Council Financial Planning has provided 2026/2027 Tax Base details, to assist the Council with their Precept setting requirements. **(see attached)**

Should the Council retain the existing £25,500.00 Precept using the new (263.83) Tax Base this would result in a £96.65 Band D charge. To compare, a Dauntsey property last year paid a £97.57 Band D charge, the Tax Base being (261.34) for that year. So retaining the existing budget would mean a decrease in Council Tax of £0.92 per year for a Band D charge.

Council Members will need to agree suggestions for the forward Revenue Budget, which could review local services such as Rights of Way maintenance/Improvements/signage and also any potential savings they may wish to make. As it turned out although there was a need to run three Council Elections to form a Council the overall costs were much less than budgeted for and with no Council elections planned until three years time the Council could reduce their Election Budget costs by £1,500.00 in this year's budget but need to be mindful that should there be any Member resignations leading to an Election requirement then the Council will be charged. Council Members are reminded that the Council agreed an increase in the Clerk's Salary for the forthcoming year and this needs to be accommodated in the overall Budget.

Similarly, Council Members will also need to agree suggestions for the forward Capital Budget, in addition to those already discussed and agree any priorities.

A Budget Proposals 2026/2027 spreadsheet is attached showing this years Budget and the estimated End of Year outturn. This could change but will not affect the budget considerations. The Excel spreadsheet is “live” and so Council Members can adapt the figures shown as the Options. **(see attached)**

The Options show increasing the Precept in £500.00 levels and also a stand still option. As mentioned above the stand still option, because of the change in Tax Base would result in a decrease in the Band D Council Tax for the Parish Council element of £0.92 per year.

Although a reduction in Council Tax may be welcomed by the Tax Payer, Council Members need to be mindful of the fact that it is good practice to agree a Precept that covers anticipated costs rather than set a deficit budget. In recent years the Council in order to limit Tax rises has agreed to use some reserve funds to accommodate growth to cover a deficit budget. The attached spreadsheet shows how each Option would impact on the Band D charge.

Based upon the assumed outturn for the Year End 2025/26, balances still show a healthy position in case of emergencies and with capital funds now depleted following the completion of projects the Council may wish to retain the capital set aside to build up the capital fund for future projects. **(For Decision)**

- 7. CLERKS REPORT:** To note items received for decision, information, circulation and for future discussion and matters arising and updates from previous meeting/s
- a) **Autospeedwatch Devices.** To consider any updates, data recorded, including any further requirements and actions, including reporting. **(to note) (For Decision)**
 - b) **Speed Identification Devices (SIDs).** To consider any updates and any further requirements and actions. **(to note) (For Decision)**
 - c) **Community Speedwatch Team.** To consider any updates including further requirements and actions. **(to note) (For Decision)**
 - d) **Wilts & Berks Canal Trust.** Since the Council has last met a MCC & FL Branch Meeting has been held on Tuesday the 18th November 2025 at The Rachel Fowler Centre, Melksham. The Agenda, Management Reports and Minutes have all been circulated. The next Branch Meeting is to be held on Tuesday 20th January 2026 at the same venue. **(to note)**
 - e) **Wilts & Berks Canal Trust.** Since the Council has last met the November online edition of the “On the Button” Magazine has been received and circulated. **(to note)**
 - f) **Parish Council Database.** To consider any updates, including any further requirements and actions. **(For Decision)**
 - g) **Malmesbury Local Highway and Footway Improvement Group (LHFIG).** As reported at the last Council Meeting the last LHFIG Meeting was held on Tuesday the 15th October 2025 via TEAMS. The Meeting Notes have been received and circulated. The next LHFIG Meeting is scheduled for Tuesday 27th January 2026 at 5.00pm. **(to note) (For Decision)**
 - h) **Wiltshire Council PEAS 25/26.** Pursuant to Minute 28/25 (k). The Council received the annual request for the winter season planning requirements. There was a need to find local storage areas so that the whole Parish was supported. **(For Decision)**
 - i) **Flood Wessex Lunch & Learns Sessions.** The Council has received invitations. A future online Session is planned for the 22nd January 2026 and details have been provided. **(see attached) (to note)**
 - j) **Community Governance Review (CGR).** Pursuant to Minute 28/25 (o). Notification has been received that the Electoral Review Committee of Wiltshire Council will not be considering Dauntsey Parish in their first reviews. **(to note)**
 - k) **Wiltshire Operational Flood Group North.** The Flood Group last met on Wednesday 19th November 2025, 10.00 - 12.00. The Agenda, venue and hybrid meeting details were provided. The date scheduled for a further Flood Group Meeting is the 21st January 2026. **(to note) (For Decision)**
 - l) **Bradenstoke Solar Park Community Benefit Fund – Update.** The Council has been informed that it has been confirmed that Dauntsey Parish has been permanently included in the geographical catchment area for grant applications. **(see attached) (to note)**

- m) **Member's Actions.** The Council Chairman has produced and circulated an Action List following the last Council Meeting as an aid to Members. **(see attached) (to note) (For Decision)**
- n) **Wiltshire Council Briefing Note 25-09.** The Council has received a Briefing Note in regards to the Community Governance Review process. **(see attached) (to note)**
- o) **Wessex Water – Community Drop-in.** The Council has been advised that Wessex Water are holding sessions to allow customers to come and talk to them about water related issues, including bills. Local sessions are planned for Tuesdays 20th January, 10th March and 5th May 2026 at 10-12am and 1-2pm in Chippenham Library, Market Place, Chippenham. **(to note)**
- p) **Wiltshire Council Briefing Note 25-10.** The Council has received a Briefing Note in regards to the Us Girls Melksham pilot. **(see attached) (to note)**

8. UPDATE ON STANDING ITEMS:

- a) Recreation Field – To consider ground and equipment maintenance and improvements.
 - i) The Recreation Field Working Group. To raise general issues and receive any updates **(For Decision)**
 - a) Recreation Ground Improvements. To receive any updates and consider any actions required. **(to note) (For Decision)**
 - ii) Council Member Inspection Rota. To raise general issues and receive any updates. **(to note) (For Decision)**
 - iii) RoSPA Inspection 2025. The Council received the Annual Inspection Report. The signage replacement for the external Gym equipment has been completed. **(to note) (For Decision)**
 - iv) General Works. To receive any updates. It has been reported that the double gate at the Recreation Ground has been knocked and that the hanging post is rotten and is in danger of falling. To consider and agree actions required. **(For Decision)**
- b) Notice Boards – To raise general issues and receive any updates. **(to note) (For Decision)**
- c) Flooding Update – To raise general issues and receive any updates, including Wiltshire Council Operational Flood Group North matters.
 - i) Highway ditches in the Good Monday's Farm area. To receive any updates. **(to note) (For Decision)**
 - ii) Flooding issues generally. A comprehensive map of the Parish to identify Riparian owners still needs to be resolved. **(For Decision)**
 - iii) Highway ditches in the Old Sodom Lane area. To receive any updates. A recent on-site meeting with Wiltshire Council has identified required works. Details will be provided at the Meeting and any actions the Parish Council should take. **(to note) (For Decision)**
 - iv) Flood Warden Scheme. To receive any updates. **(to note) (For Decision)**
 - v) Highway drainage/ditches in the Great Middle Green Farm area. A recent on-site meeting with Wiltshire Council has identified required works. Details will be provided at the Meeting and any actions the Parish Council should take. **(to note) (For Decision)**
- d) Parish/Community Website/Social Media – To consider general issues and Parish communications, including communication between Elected Members. Members should consider their contact details and website information. **(For Decision)**
- e) Asset Register – To receive any updates. **(to note)**
- f) School Liaison – To receive any updates. A recent Newsletter has been received. **(to note)**
- g) Health & Safety Register – To receive any updates. **(to note)**
- h) Freedom of Information Act-Publication Scheme – To receive any updates **(to note)**
- i) Code of Conduct and Standing Orders etc – The Council has agreed to keep under review all Council Policies during the year. **(to note)**

- j) Wiltshire Council Malmesbury Area Board – The Area Board met on Tuesday 9th December 2025 at 7.00pm in Malmesbury Town Hall SN16 9BZ The next Area Board Meeting is scheduled for the 17th February 2026 at 7.00pm in a venue to be notified. **(to note)**
- k) Dauntsey Community Emergency Plan. To monitor and to consider any updates that may be required. The Council has been reminded by Wiltshire Council that they should have an up to date Community Emergency/Flood Plan. Having an adopted and registered Emergency Plan will not stop emergencies occurring, but actions within the Plan by the community, may help reduce the impact. The Council will be aware of the potential assistance available from the Wiltshire and Swindon Prepared Local Resilience Forum (LRF) and also the requirement for Emergency Contact Hubs, such as the School Hall, the Church and the Public House. **(to note) (For Decision)**
- l) Defibrillator Project. To raise general issues and receive any updates. **(to note)**
- m) Neighbourhood Watch/Community Safety. To receive any updates. **(to note)**
- n) Data Protection. GDPR – To raise general issues and to receive any updates. **(to note)**

9. HIGHWAY MATTERS:

- a) Parish Stewards Programme/ Requirements – Local Highway and Streetscene Community Team. To raise general issues and to receive any updates. To consider and update the priority Parish Steward worksheet. Parish Steward visits are scheduled for the 28th January, 26th February, 26th March, 29th April, 25th June, 28th July, 28th September, 28th October, 26th November and 21st December 2026. **(to note)**

It has been noted that the Wilts & Berks Canal Trust volunteers have cleared the tow path on the opposite side to the Public House. This highlights a potential dangerous situation as the roadside pavement/verge leading from the Public House to the tow path is quite narrow and overgrown with weed. The situation is exacerbated by fast traffic, which can't be seen approaching from the railway bridge due to encroaching hedge growth from neighbouring properties. It is suggested that the Parish Steward be requested to clear the verge and any visual encroachment as he will have the required highway authority, warning signage etc while the work is being carried out. **(For Decision)**

- b) Rights of Way – To raise general issues and receive any updates. The Council has been approached for their views on the DAUN9 (Mile Drive) Bridleway access at the B4069 Swallett Gate entrance. **(see attached) (For Decision)**
- c) Highway Conditions and Maintenance - To raise general issues, including any updates. **(For Decision)**
 - i) Highway Maintenance Requirements. To raise general issues and receive any updates. **(For Decision)**
 - ii) Old Sodom Lane replacement sign. To receive any updates following the last Council Meeting. **(to note) (For Decision)**
 - iii) Village Entrance B4069 Swallett Gate visibility splays. To receive any updates following the last Council Meeting. **(For Decision)**
 - iv) Fly-Tipping. Circumstances of fly-tipping have been reported in particular dumped black bags by the Ridgeway Lane litter bin. Action has been taken to resolve this matter but the Parish should be reminded that fly-tipping is illegal, that if not sited on the highway, it is the responsibility of the landowner to dispose of and that fines will occur from a successful prosecution. To agree any actions required. **(For Decision)**

10. COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING:

An opportunity to raise items and issues which cannot be dealt with by the Clerk and which do not require a policy decision other than referral to a future Full Council Meeting. **(For Decision)**

11. **DATE OF NEXT MEETING:** The next Council Meeting is scheduled for **7.00pm, Monday 2nd March 2026**. However, Members should note that **Monday 2nd February 2026** is scheduled for a Planning Meeting and Notice will be given if this Meeting is required. **(to note)**