

DAUNTSEY PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.30pm

Brinkworth Earl Danby's Lower School Hall, Dauntsey

2nd March 2026

Present: Cllr Mrs E Blacker BEM (Chairman), Cllr P Bird, Cllr C Farr (Vice Chairman), Cllr Mrs G Greene, Cllr A Miller and Cllr S Pritchard.

Also Present: Wiltshire Councillor Elizabeth Threlfall and Mr V Vines MBE Clerk of the Council.

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

PUBLIC QUESTION TIME

There were no Questions raised.

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

Wiltshire Councillor Elizabeth Threlfall updated the Council on Wiltshire Council matters including the Council's budget setting and resulting Council Tax increases. Household Recycling Centres in north of the County would now stay open whilst other options were considered for the longer term but there would be a booking system introduced, which could increase fly-tipping. Bin collections were likely to change from 2 to 3 week collections. Parking fees were rising covering the period 7am to 7pm instead of 8am to 6pm and now to include Sundays. Changes were planned to the Parish Steward Scheme and to LHFIG. The Local Plan process was likely to be delayed following the Inspectors views. She had been able to attend a fairly positive Great Middle Green Farm Development enforcement officer visit and advised that the consideration of speed limit reductions in various areas of the Parish continued. Local matters raised included a request that a highway sign near Hillside Farm be moved to provide better visibility for the Farm entrance and various pothole filled particularly one in the No 4 The Green pavement.

There were no further Reports.

45/25 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr P Blakiston.

46/25 Declaration(s) of Interest – In accordance with Dauntsey Parish Council's Code of Conduct (Adopted 22nd November 2021) and Standing Orders (Adopted 10th January 2022)

There were no Interests declared.

47/25 MINUTES Members were circulated with the Draft Minutes.

The Council received, approved and signed as a true record the Minutes of the Council Meeting held 20th January 2026. **Cllr C Farr proposed, Cllr A Miller seconded and RESOLVED UNANIMOUSLY**

48/25 PLANNING

Planning Applications: Prior to the consideration of each Planning Application, the opportunity was given for Applicants and their Representatives and any other interested parties to address the Council. There were no representations received.

- a) PL/2026/ 00722 – Full Planning Permission
The erection of a modern livestock building
Little Middle Green Farm, Dauntsey, Chippenham SN15 4JL
For Mr Phil Potter

Following consideration **the Council agreed that they had no objections** to the proposals.

Cllr C Farr proposed, Cllr P Bird seconded and RESOLVED UNANIMOUSLY

- b) PL/2026/ 00976 – Listed Building Consent (Alt/Ext)
Repair of degraded beam bearing
Peterborough Arms, Dauntsey Lock, Chippenham SN15 4HD
For Mr Dave Maloney – Wilts & Berks Canal Trust

Following consideration **the Council agreed that they had no objections** to the proposals.

Cllr C Farr proposed, Cllr Mrs E Blacker seconded and RESOLVED UNANIMOUSLY

There were no further planning applications considered.

Planning General: Planning Application decisions and updates since the last Council Meeting, any amendments and updates to previously considered Planning Applications and other Planning related matters, including Planning Appeals and Consultations.

- 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 **Approved with Conditions 29th January 2026**
- b) PL/2025/08863 – Householder Planning Permission
Proposed side and rear extensions
Wisteria House, 37, Dauntsey, Chippenham SN15 4HN
For Mr & Mrs Holley **Approved with Conditions 4th February 2026**
- c) PL/2024/04149 – Lawful Development Certificate for an Existing Use
Certificate of Lawfulness to demonstrate implementation of planning approval 20/07392/FUL (Proposed double garage consisting of workshop, home office,

store, wc and two storey rear domestic extension (part retrospective)
Fairmeadow Farm, Dauntsey, Chippenham, Wiltshire SN15 4HN
For Mr John Burgess **Approved 2nd February 2026**

- d) PL/2025/08655 – Lawful Development Certificate for an Existing Use
Certificate of Lawfulness for Existing Use to confirm a material start of the
development approved under PL/2023/02836
Oak Tree Acres (known as Vardorosa Villa), Sodom Lane, Dauntsey SN15 4JA
For Mr R Eustace **Approved 3rd February 2026**

- e) Wiltshire Gypsies and Travellers Development Plan Document Update (DPD).

Notification had been received that Wiltshire Council were re-commencing the process following the deferment of a decision and as part of the review they had re-opened their “call for sites” giving the opportunity for landowners to submit sites for assessment and potential allocation in the revised DPD. The Council had considered this at the last Council Meeting and determined that there were no suitable sites within the Parish that could be suggested, as Dauntsey Parish is an un-sustainable location. There were no further updates. **(noted)**

- f) 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 had been received that proposals (EN010168) for Five Solar Array Sites, etc had been 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 had been required by 23:59pm Friday the 9th January 2026. The Council had 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 proceeded.

Following on from the above the Council had registered so that they could be involved in further stages and the Council had received invitations to preliminary meetings and hearings as an interested Party Ref: F4DA99946. **(noted)**

- g) PL/2023/10077 – Full Planning Permission – Planning Appeal Reference APP/Y3940/W/25/3371113
Construction and Operation of a Renewable Energy Park comprising Ground Mounted Solar Photovoltaics (PV) together with Associated Infrastructure, Access, Landscaping and Cabling
Land West of Lyneham Substation, West of Dauntsey Lock, Wiltshire
For Exagen Development Limited

Following the Wiltshire Council refusal of planning permission the appeal against the decision had been allowed. The applicant had advised that the project would provide local support through the establishment of a Swallett Energy Park community benefit fund. **(noted)**

- h) PL/2022026/00876 – Removal/Variation of Conditions
Change of Use of land to provide a Gypsy site, consisting of four pitches and associated hardstanding, landscaping and commercial barn (Revised Proposal following allowed appeal pursuant to PL/2023/00900)

Charlie's Place, Land off Sodom Lane, Grittenham, Royal Wootton Bassett
SN15 4JY
For Mr John Lee

Following the Wiltshire Council refusal of planning permission the appeal against the decision had been allowed. It had been noted that one of the planning conditions imposed by the appeal inspector was not lawful and this application was submitted to rectify the situation. The application site was not within Dauntsey Parish and the Council had not been consulted but Brinkworth Parish Council had notified the Council as a potential interested party.

Following consideration **the Council agreed that they had no comments to make** as the principle of the development had already been approved and the submission was intended to address unlawful conditions.

Cllr C Farr proposed, Cllr Mrs E Blacker seconded and RESOLVED UNANIMOUSLY

- i) PL/2025/06239 – Listed Building Consent (Alt/Ext)
Changes to positions of doors and windows
Little Smithcott Farmhouse, Dauntsey, Wiltshire SN15 4JH
For Mr M Clabburn **Approved with Conditions 16th February 2026**
- j) PL/2025/06244 – Removal/Variation of Conditions
Variation of Condition 2 (approved plans) on PL/2022/02342 to allow for design changes Little Smithcott Barns, Dauntsey, Wiltshire SN15 4JH
For Mr M Clabburn **Approved with Conditions 16th February 2026**

There were no further planning related matters.

49/25 FINANCE

The Council considered financial matters and received notification of receipts and payments

- a) **Payments made since the last Council Meeting:** The Council noted that there had been no payments made since the last Council Meeting. **(noted)**
- b) **Payments to be made:** The Council considered and approved the following payment/s:

WALC. Member Training fees. Canva Part 1. Inv WALC-0921 12.02.26 £ 42.00
ElanCity UK.SID extended warranty 3 years. Inv SAJ-UK/2026/03147 £ 238.80
Currys Ltd. ASUS Zenbook 14" Laptop etc. Inv. 488025 28.12.25 £ 460.00
Mr V A Vines. Clerks Salary incl HMRC PAYE. Year 25/26 £ 6,188.00
Mr V A Vines. Clerks Expenses/ Audit/reimbursements etc Year 25/26 £ 948.93
Red Landscaping. Rec Field hanging post replacement. Inv RDK-1106 £ 711.38
Amazon EU.. SID Jubilee Clips fixings etc. Inv GB613125GAEUD £ 11.68

Proposed Cllr A Miller, seconded Cllr Mrs G Greene and RESOLVED UNANIMOUSLY

- c) **Receipts:** The Council noted that there had been no receipts since the last Council Meeting. **(noted)**

d) **Bank Account Balance:**

The Council noted that the Lloyds Bank Account No 02333109 balance at 30th January 2026 was £ 39,139.17. **(noted)**

- e) **Council Budget, Budget 2026-2027:** The Council had considered their Budget at the last Council Meeting and agreed their Precept Requirement. A copy of the Approved Budget was circulated for Members information. **(noted)**

50/25 CLERKS REPORT

The following items were received for decision, information, and circulation and for future discussion and matters arising and updates from previous Meeting/s.

- a) **Autospeedwatch Devices.** Cllr Mrs E Blacker updated the Council on recent data collection, particularly mentioning repairs being undertaken to a device. **(noted)**
- b) **Speed Identification Devices (SIDs).** The additional SIDs were now being installed to provide the service to the whole Parish. **(noted)**
- c) **Community Speedwatch Team.** There had been no change in circumstances since the last Council Meeting. Until a highway survey to ascertain if local circumstances met the required threshold for the formation of a new CSW Team there could be no further progress. **(noted)**
- d) **Wilts & Berks Canal Trust.** Since the Council had last met MCC & FL Branch Meetings had been held on Tuesday the 20th January and 17th February 2026 at The Rachel Fowler Centre, Melksham. The Agenda, Management Reports and Minutes had all been circulated. A further Branch Meeting was scheduled for Tuesday 17th March 2026 at the same venue. **(noted)**
- e) **Wilts & Berks Canal Trust.** Since the Council had last met the January and February 2026 online editions of the “On the Button” Magazine had been received and circulated to Council Members. **(noted)**
- f) **Wilts & Berks Canal Trust.** Since the Council had last met the Winter online edition of the quarterly “Dragonfly” Magazine had been received and circulated. **(noted)**
- g) **Parish Council Database.** The Clerk reported that there had been no change in circumstances since the Council had last met. Efforts to increase numbers would be made via The Pump and the Annual Parish Meeting. **(noted)**
- h) **Local Highway and Footway Improvement Group (LHFIG).** The last LHFIG Meeting had been held on Tuesday 27th January 2026 via TEAMS. The Meeting Notes had been received and circulated. The next LHFIG Meeting was scheduled for Tuesday 14th April 2026 at 5.00pm via TEAMS. **(noted)**
- i) **Wiltshire Council Planning Town and Parish Council Forum.** The Council had received an invitation to attend this event to be held on Tuesday 10th March 2026 at 5.00pm at County Hall, Trowbridge. Preliminary details had been circulated. **(noted)**

- j) **Flood Wessex Lunch & Learns Sessions.** The Council had received invitations. Future online Sessions had been planned for the 19th February and 19th March 2026 and details had been circulated. **(noted)**
- k) **WALC Environment Network.** The Council had received an invitation to the inaugural meeting of the new Network. The meeting took place by ZOOM on Thursday 29th January 2026 between 12:00 and 13:00. The Clerk had attended and would provide a copy of the notes and presentation when received. **(noted)**
- l) **Wiltshire Operational Flood Group North.** The Flood Group had last met on Wednesday 21st January 2026, 10.00 - 12.00. The Agenda, venue and hybrid meeting details had been provided. The date scheduled for the next further Flood Group Meeting is the 18th March 2026. Notes from the last Meeting were available. The Group had provided a Riparian Ownership & Responsibilities document that can be used to educate land owners. **(noted)**
- m) **Member's Actions.** The Council Chairman had circulated an Action List following the last Council Meeting as an aid to Members. The progress on tasks was considered with the importance of tasks being completed stressed. An updated list would be circulated. **(noted)**
- n) **Defibrillator Provision within the Parish.** The S W Ambulance Trust training session will take place using the Goss Croft Hall, Upper Seagry on the 14th April 2026 at 7.00pm. This needed to be well publicised. **(noted)**
- o) **Wessex Water – Community Drop-in.** The Council had been advised that Wessex Water was holding sessions to allow customers to come and talk to them about water related issues, including bills. Local sessions were planned for Tuesdays 10th March and 5th May 2026 at 10-12am and 1-2pm in Chippenham Library, Market Place, Chippenham. **(noted)**
- p) **Scottish & Southern (SSEN) Stakeholders Workshops.** The Council had received an invitation to help shape a new ED3 Business Plan. In person sessions had been arranged with a Webinar to be held on the 26th March 2026. **(noted)**
- q) **Wiltshire Association of Local Councils (WALC).** The Council had been advised of a number of Members' Training opportunities. The Council had a training budget and Members should take the opportunity of attending a session in the next few months. **(noted)**
- r) **Wiltshire Council Briefing Note 26-01.** The Council noted receipt of a Briefing Note in regards to the Future Energy Landscapes project. **(noted)**
- s) **Register of Interests.** Council Members were reminded that by Law this should be completed on the Wiltshire Council website within 28 days of being elected/co-opted or when they had any change in circumstances. The Clerk would provide log-in and password details, should this be required. **(noted)**

51/25 UPDATE ON STANDING ITEMS

- a) **Recreation Field:**
 - i) **The Recreation Field Working Group.**

- a) **Recreation Ground Improvements.** The Council was pleased to hear that a volunteer had offered to restore the Hopscotch surface. There was a need to co-ordinate paint supplies and assistance and Cllr S Pritchard agreed to lead the project with Cllr A Miller's assistance. **(noted)**
- ii) **Council Member Inspection Rota.** There was still a need to agree the future inspection rota. The inspection template would be circulated. **(noted)**
- iii) **RoSPA Inspection 2025.** The Report has been re-circulated to Council Members for their information. There were still some outstanding works to resolve. **(noted)**
- iv) **General Works.** The Council had been noted that many cracks had occurred in the old tarmac road surface that needed filling as soon as possible. Cllr C Farr would lead on this and use concrete fill. It had been noted that the perimeter timber fence had deteriorated and it was suggested that quotations be sought to renew the entire boundary fences. **(noted)**
- v) **Recreation Ground Maintenance.** The Council had received the Greenscape Services grounds maintenance specification and costs for 2026. The costs were within that budgeted for 26/27 **and the Council agreed** to renew the contract.
- b) **Notice Boards:** There was no update required. **(noted)**
- c) **Flooding Update:**
 - i) **Highway ditches in the Good Monday's Farm and Homefield Barn areas.** There had been no change in circumstances since the last Council Meeting in regards to Good Monday's and Homefield Barn and assistance was still required from the Wiltshire Flood Group.
 - ii) **Flooding issues generally.** There had been no change in circumstances since the last Council Meeting. The Parish Map identifying Riparian landowners still needed to be produced.. **(noted)**
 - iii) **Highway ditches in the Old Sodom Lane area.** Maps were circulated identifying the extent of highway land in areas of Old Sodom Lane and Sodom Lane for use in contacting riparian owners. **(noted)**
 - iv) **Flood Warden Scheme.** There had been no change in circumstances since the last Council Meeting. Efforts would be made in securing volunteers with another article in The Pump and at the Annual Parish Meeting. **(noted)**
 - v) **Highway drainage/ditches in the Great Middle Green Farm area.** There had been no change in circumstances since the last Council Meeting, although a Wiltshire Council Enforcement Officer had recently visited the site. **(noted)**

- vi) **Highway Gulleys/Grips.** The Council had agreed at the last Meeting that as an interim measure each Council Member would be delegated to cover an area of the Parish to inspect the condition of highway drainage in readiness for a tanker visit. This work had almost been completed. **(noted)**
- d) **Parish/Community Website/Social Media:** All Members were reminded to consider their contact details and website information. **(noted)**
- e) **Asset Register:** There was no update on this occasion. **(noted)**
- f) **School Liaison:** A recent Newsletter had been received and circulated. **(noted)**
- g) **Risk Assessment, Health, Safety & Management Register:** There was no update. **(noted)**
- h) **Freedom of Information Act-Publication Scheme:** There was no update. **(noted)**
- i) **Code of Conduct and Standing Orders:** There was no update. **(noted)**
- j) **Wiltshire Council Malmesbury Area Board:** The Area Board had last met on the 17th February 2026 in Crudwell Village Hall, Tetbury Lane, Crudwell SN16 9HB. Future Area Board Meetings had been scheduled for the 30th June and 17th November 2026 and the 23rd March 2027 in venues to be advised. **(noted)**
- k) **Dauntsey Community Emergency Plan - Emergency Planning:** There had been no change in circumstances since the last Council Meeting. The Council had been reminded by Wiltshire Council that they should have an up to date Community Emergency/Flood Plan. The matter would be raised at the Annual Parish Meeting. **(noted)**
- l) **Defibrillator Project:** The SW Ambulance Trust will hold a joint Parish training session on the 14th April 2026 at 7.00pm in the Goss Croft Hall, Upper Seagry. This would be advertised again in The Pump and notice boards. **(noted)**
- m) **Neighbourhood Watch/Community Safety:** There had been no change in circumstances since the Council had last met. **(noted)**
- n) **Data Protection. GDPR:** There was no update required. **(noted)**

52/25 HIGHWAY MATTERS

The Council considered the following Highway related matters

- a) **Parish Stewards Programme/ Requirements:** Issues still needed reporting by Council Members and also by the MyWilts App system. Parish Steward visits were scheduled for the 26th February, 26th March, 29th April, 25th June, 28th July, 28th September, 28th October, 26th November and 21st December 2026. The Parish Steward needed to be informed of required works and a template was available to register the top five priorities. However, the Council had been notified that the service had been suspended for a concentration on highway

pothole repairs throughout the County. **(noted)**

- b) **Rights of Way:** There were no issues raised that had not been discussed previously. **(noted)**
- c) **Highway Conditions and Maintenance:**
 - i) **Highway Maintenance Requirements.** There had been no change in circumstances since the last Council Meeting. **(noted)**
 - ii) **Old Sodom Lane replacement sign.** There had been no change in circumstances since the last Council Meeting and the Clerk would contact Wiltshire Northern Highways for an update. **(noted)**
 - iii) **Village Entrance B4069 Swallett Gate visibility splays.** There had been no change in circumstances since the last Council Meeting. **(noted)**
 - iv) **Overgrown Highway Hedges.** It had been reported that in several areas hedges were uncut and overhang highway grass verges removing any safe haven for pedestrians and also limiting highway visibility. A particular area of concern appeared to be the area from St James to Good Mondays Farm. The Council considered if there was anything they could do to rectify the situation and seek long-term solutions. The Parish Steward would be asked to cut back encroaching hedges if the relevant owners had not addressed the problem. **(noted)**
 - v) **Highway Verge Cutting.** Being mindful of highway safety and potential CPRE Best Kept Village entry requirements, at the last Council Meeting following consideration of the forward budget for 26/27, the Council had agreed to include a sum of £2,000.00 towards verge maintenance. A specification of requirements had been prepared and an acceptable tender had been received in readiness for this cutting season. **(noted)**

53/25 ANNUAL PARISH MEETING 2026

The Annual Parish Meeting was scheduled for Monday 13th April 2026 at 7.30pm in the Lower School Hall. There was a legal requirement to hold an Annual Parish Meeting between 1st March and 1st June each year. The Council wished to gain maximum publicity through The Pump and other means.

There needed to be a legal framework to the Meeting and the legal requirements met, to include a Parish Council Annual Report, usually via a Council Chairman's Report and Budget 2026-2027 information. The opportunity would also be given for Reports from Parish Council Sub-Groups or Committees, Local Organisations, such as Brinkworth Earl Danbys School, Dauntsey Phoenix CIC, St James PCC and Wiltshire Police, and also an Annual Report from the Wiltshire Council Member. The remainder of the Agenda would be flexible and was in the hands of Parishioners in attendance. In previous years as a starting point the Council would suggest some Agenda items that might be appropriate.

- a) Flooding matters generally

- b) Dauntsey Community Emergency Plan (including Flood Plan)
- c) CPRE Best Kept Village Competition 2026
- d) Wheelbarrow Competition 2026
- e) Defibrillator/First Aid Training (Tuesday 14th April 2026. 7.00pm Goss Croft Hall)
- f) Keep Britain Tidy - Litter Pick
- g) Dauntsey Neighbourhood Plan
- h) Community Flood Warden Scheme
- i) Traffic Speeds/Autospeedwatch/SIDs/Signage
- j) Community Rights of Way Warden/s
- k) Recreation Ground Facilities
- l) Neighbourhood Watch/Community Safety
- m) Parish Council Database
- n) Dauntsey Community Awards (reinstatement)

54/25 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

There were no issues raised.

55/25 DATE OF NEXT MEETING

The Annual Council Meeting to be followed by the next Full Council Meeting was scheduled for **Monday 11th May 2026 at 7.00pm in Lower School Hall.** Notice would be given of any change in circumstances.

Signed:
Chairman, Dauntsey Parish Council

Date: **11th May 2026**