

DAUNTSEY PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.00pm

Brinkworth Earl Danby's Lower School Hall, Dauntsey

6th July 2026

Present: Cllr Mrs E Blacker BEM (Chairman), Cllr P Bird, 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 reference to the changes to the Officer's Delegation decision-making procedure where it was likely that call-ins for Committee decisions would no longer be allowed. This was a Government decision. She also referred to the fact that the new Traffic Orders had been held up because 2 objections to the proposals had been received and these needed to be considered. She advised that some of the highway issues remained outstanding because the local Highway Engineer had been unwell for a long period. There was no update on GMG Farm development enforcement matters on this occasion.

There were no further Reports.

24/26 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr P Blakiston, Cllr C Farr (Vice Chairman) and Cllr Mrs G Greene.

25/26 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.

26/26 MINUTES Members were circulated with the Draft Minutes.

- i) The Council received, approved and signed as a true record the Minutes of the Annual Council Meeting held 11th May 2026. **Cllr A Miller proposed, Cllr P Bird seconded and RESOLVED UNANIMOUSLY**
- ii) The Council received, approved and signed as a true record the Minutes of the Council Meeting held 11th May 2026. **Cllr A Miller proposed, Cllr P Bird seconded and RESOLVED UNANIMOUSLY**

27/26 PLANNING

Planning Applications: .

There were no 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/2026/ 00722 – Full Planning Permission
The erection of a modern livestock building
Little Middle Green Farm, Dauntsey, Chippenham SN15 4JL
For Mr Phil Potter **Approved with Conditions 5th June 2026**
- b) Notice of Withdrawal of Wiltshire Local Plan Pre-Submission Draft 2020-2038 (Regulation 19)

The Wiltshire Local Plan Review had been submitted to the Secretary of State for independent examination on the 28th November 2024. The Council was aware of various Hearings that had taken place since and that the Planning Inspectors', in early 2026, had given the Wiltshire Council two options. Either withdraw the Plan from further Examination or accept that the Plan would not be approved through non-compliance. On the 19th May 2026, Wiltshire Council had withdrawn the Local Plan from further Review. **(noted)**

Subsequently, the Council had been advised, on the 30th June 2026, of the intention to commence work on a new Wiltshire Local Plan with the first formal consultation stage expected to take place in September 2026. As part of the early work on the Plan, the Wiltshire Council would launch a Call for Sites in the coming weeks to invite landowners, developers and local communities to suggest land that could be considered for future development. **(noted)**

There were no further planning related matters.

28/26 FINANCE

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

- a) **Payments made since the last Council Meeting:** 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:

Greenscape Services Ltd. Grass cutting contract	Inv. SI-18314	£ 314.92
Wilts & Berks Canal Trust. Membership fees 26/27	Inv WBCT-370	£ 25.00
WALC. Training expenses 2 x Cllr Fundamentals.	Inv WALC 1257	£ 96.00

Proposed Cllr A Miller, seconded Cllr Mrs E Blacker and RESOLVED UNANIMOUSLY

c) **Receipts:** There had been no receipt/s since the last Council Meeting. **(noted)**

d) **Bank Account Balance:**

The Council noted that the Lloyds Bank Account No 02333109 balance at 30th May 2026 was £ 30,610.38. **(noted)**

29/26 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.** There had been continuing maintenance problems with the existing device. The Wiltshire Police did not accept Autospeedwatch data and this was unlikely to change. The original devices were intended to support the Community Speedwatch Team that no longer existed. The Council appraised the value of retaining the service, its' purpose and whether further investment was justified in the circumstances and whether the SID project was sufficient to meet local needs. Following consideration, the **Council agreed** to await the introduction of new Autospeedwatch devices and possible changes in Wiltshire Police views on their use.
- b) **Speed Identification Devices (SIDs).** With all SIDs now installed to provide the service to the whole Parish and act as a warning as vehicles approach, the Council received and noted recent data readings provided by Cllr S Pritchard. The data would be considered further. **(noted)**
- c) **Community Speedwatch Team.** There had been no change in circumstances since the last Council Meeting. **(noted)**
- d) **Wilts & Berks Canal Trust.** Since the Council had last met MCC & FL Branch Meetings had been held on Tuesday the 19th May and 16th June 2026 at The Rachel Fowler Centre, Melksham. The Agenda, Management Reports and Minutes had all been circulated. The Branch AGM and a further Branch Meeting was scheduled for Tuesday 21st July 2026 T 19.45pm in the same venue. **(noted)**
- e) **Wilts & Berks Canal Trust.** Since the Council had last met the May and June 2026 online editions of the "On the Button" Magazine had been received and circulated to Council Members. **(noted)**
- f) **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. **(noted)**
- g) **Local Highway and Footway Improvement Group (LHFIG).** The LHFIG had last met on Tuesday the 2nd June 2026 at 5pm. via TEAMS. The Note Tracker had been received and circulated. The next LHFIG was scheduled for Tuesday 13th October 2026 at 5.00pm via TEAMS. **(noted)**

- h) **Wiltshire Operational Flood Group North.** The Flood Group had last met on Wednesday 20th May 2026. There was no update. Further Meetings were scheduled for 22nd July, 23rd September and 11th November 2026. **(noted)**
- i) **Wiltshire Council Briefing Note 26-06.** The Council noted receipt of a Briefing Note in regards to the ongoing Community Governance Review. At this time the Malmesbury Community Area was not affected. **(noted)**
- j) **Wiltshire Council Briefing Note 26-07.** The Council noted receipt of a Briefing Note in regards to the Five-year Housing Land Supply and Updated Gypsies and Travellers' Accommodation Assessment. This could have significant implications for the Parish if their small village status altered and developer-led planning occurred. **(noted)**
- k) **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)**
- l) **Defibrillator Provision within the Parish.** Pursuant to Minute 18/26 (l). Since the Council had last met the SW NHS Ambulance Trust had advised that the existing leases would remain until 27th January 2028. The Council had agreed that consideration be given to the possibility of extending coverage into further areas of the Parish. Based on a phased project, the capital provision (between £500-£750.00 for each device and cabinet) could be accommodated by grant and capital funding. The difficulties arose in sourcing a power supply to each, plus the voluntary overseeing to ensure the device remained in working order. Council Members were aware that there was a preferred minimum distance between devices, which was difficult to achieve in a rural location but it was accepted that some provision was better than none. The Council considered that each Parish Hub should have at least one device and that Dauntsey Lock and The Green was already served. This meant that Idoover Lane/Brinkworth Road, St James/St Johns and Church Lane/Church were not covered. Members referred to the fact that in each case the "Hubs" covered a wide area and the minimum distance requirements could not be met. The Council agreed that there was potential for the areas to be covered with willing parties such as, the Community Shop and the Church. Further investigation was required. **(noted)**
- m) **WALC – Road Safety Information Seminar.** The Council had been invited to this Seminar to be held on Friday 17th July 2026, 1.00pm to 3.40pm (approx) at the Conference Suite, County Hall, Trowbridge, in conjunction with the Wiltshire and Swindon Road Safety Partnership. Written questions could have been submitted by the 3rd July 2026, the date bookings closed. It had been emphasised that the event was not designed to consider individual Parish or Town-specific highways cases or concerns. **(noted)**
- n) **Wessex Water – Community Drop-in.** The Council had been advised that Wessex Water were holding sessions to allow customers to come and talk to them about water related issues, including bills. Local sessions were planned for Tuesdays 30th June, 25th August, 13th October and 8th December 2026 at 10am-12pm and 1-2pm in Chippenham Library, Market Place, Chippenham. **(noted)**
- o) **Environment Agency – Flood Wessex – Lunch and Learn Sessions.** The Council had received an update advising that the next session was scheduled for

Thursday 23rd July 12:30pm on Local Resilience Forums. The update included a number of template documents for Flood Warden/Flood Coordinator/Flood Plan/Emergency Plan use. All of these were significant documents and guidance for local use particularly the involvement of volunteers. **(noted)**

- p) **Wiltshire Council – PEAS Winter Preparations 26/27.** The Council had received the annual request for the Council to consider requirements. Mention had been made of the development of a **snow or flood plan** to sit with the community emergency plan. There was time to assess the Parish needs and suitable storage areas and agree at the next Council Meeting. **(noted)**
- q) **St James the Great PCC – Section 137 Grant.** The Council had received a request for a Section 137 Grant towards the grass cutting of the Opening Graveyard. They had previously considered a grant towards the costs of the grass cutting at the last Council Meeting and had agreed that a grant of £200.00 should be provided. That grant was intended to cover the 25/26-year period. Council Members had received a number of complaints about the state of the grass and had questioned whether the Council should consider any future funding. In addition Council Members felt that the request for the year 26/27 was premature and that they should see how the grass cutting and general upkeep was carried out during the year before entertaining any further funding.
- r) **Wiltshire Council Briefing Note 26-08.** The Council noted receipt of a Briefing Note in regards to the Crisis and Resilience Fund Update. This would be of particular interest to household oil users. **(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 again, should this be required. In addition Members were made aware of Wiltshire Council requirements to remove all Members' addresses off the online database as soon as possible. **(noted)**

30/26 UPDATE ON STANDING ITEMS

- a) **Recreation Field:**
 - i) **The Recreation Field Working Group.**
 - a) Recreation Ground Improvements. There were no matters discussed. **(noted)**
 - ii) **Council Member Inspection Rota.** Cllr S Pritchard had produced a June 2026 spreadsheet of required works that could be used as an example to follow. The Member's inspection rota had also been produced and circulated. **(noted)**
 - iii) **RoSPA Inspection 2025.** The Council agreed that any outstanding requirements would be updated by the 2026 inspection. The Council had previously agreed that they should have an attended inspector's visit this year (September 2026). **(noted)**
 - iv) **General Works.** There had been no progress in obtaining quotations for re-fencing of the boundaries and Member's were requested to seek quotations on a like for like basis. There had also been no

progress in the reinstatement of cracks in the old tarmac road surface that needed filling. A suggestion was made that an alternative would be the provision of a hoggin pathway specifically for pedestrian users use. This would define the walking surface and still retain the farmer's access to fields. This would be investigated further. **(noted)**

- v) **Verge Maintenance.** There was no update on this occasion. **(noted)**
- 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. **(noted)**
 - ii) **Flooding issues generally.** There had been no change in circumstances since the last Council Meeting. **(noted)**
 - iii) **Highway ditches in the Old Sodom Lane area.** There had been no change in circumstances since the last Council Meeting. **(noted)**
 - iv) **Flood Warden Scheme.** There had been no change in circumstances since the last Council Meeting. Further efforts would be made in securing volunteers with another article in The Pump. **(noted)**
 - v) **Highway drainage/ditches in the Great Middle Green Farm area.** There had been no change in circumstances since the last Council Meeting. **(noted)**
 - vi) **Highway Gulleys/Grips.** All Council Members had been delegated to cover an area of the Parish to inspect the condition of highway drainage in readiness for a tanker visit. A request was made for copies of the gulley maps previously circulated. **(noted)**
- d) **Parish/Community Website/Social Media:** All Members were reminded to consider their contact details and website information. Members had now been provided with their gov.uk email addresses and passwords and should now secure the connections. This was now required by Law, so that all Council communications were through the gov.uk addresses. **(noted)**
- e) **Asset Register:** There was no update on this occasion. **(noted)**
- f) **School Liaison:** A recent Newsletter had been received and circulated. **(noted)** The Council had become aware of a Consultation on "Proposed Change to the School Day Structure". Details had been circulated to Members. The timescale for responses had closed on the 3rd July 2026 with the School Governing Body (FGB) making a decision on the 14th July and changes being implemented on the 1st September 2026. **Members agreed that** they should submit a response emphasising the continuing bad parking and highway safety matters.
- 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 30th June 2026 in Charlton Village Hall, The Street, Charlton SN16 9DL. Future Area Board Meetings had been scheduled for the 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. **(noted)**
- l) **Defibrillator Project.** Minute 29/26 (l) above refers. **(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)**

31/26 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 28th July, 28th September, 28th October, 26th November and 21st December 2026. It was reported that no Parish Steward was employed at the time. **(noted)**
- b) **Rights of Way:** There was no update on this occasion. **(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. **(noted)**
 - iii) **Village Entrance B4069 Swallett Gate visibility splays.** There had been no change in circumstances since the last Council Meeting. **(noted)**
 - iv) **Highway Verge Cutting.** Minute 30/26 (a) (v) above refers Cllr C Farr would provide the details, which would be considered further at the next Council Meeting. **(noted)**

32/26 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

Cllr S Pritchard advised that he would not be able to attend the Council Meeting scheduled for the 7th September 2026

There were no further issues raised.

33/26 DATE OF NEXT MEETING

The next Full Council Meeting was scheduled for **Monday 7th September 2026 at 7.00pm in Lower School Hall**. Notice would be given of any change in circumstances. The Council also noted that a Council Planning Meeting was scheduled for Monday 3rd August 2026 at 7.00pm. Notice will be given should this be required.

Signed:

Date: **7th September 2026**

Chairman, Dauntsey Parish Council