

DAUNTSEY PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.00pm

Brinkworth Earl Danby's Lower School Hall, Dauntsey

7th September 2026

Present: Cllr Mrs E Blacker BEM (Chairman), Cllr P Blakiston, Cllr P Bird, Cllr Mrs G Greene, Cllr A Millar 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 booking arrangements now required for Household Recycling Centres, the parking hours and fee changes in public car parks and the PEAS system ending this year. A number of Consultations were taking place including the Local Plan update. All planning applications were now likely to be Officer decisions as the call-in procedure had been removed for the majority of planning applications. On Great Middle Green Farm enforcement matters with little progress on resolutions it was felt that the Cabinet Member for Planning should be invited to visit. Concern was expressed on the potential delay of the flooding relief scheme proposals.

There were no further Reports.

34/26 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr C Farr (Vice Chairman).

35/26 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.

36/26 MINUTES Members were circulated with the Draft Minutes.

- i) The Council received, approved and signed as a true record the Minutes of the Council Meeting held 6th July 2026. **Cllr S Pritchard proposed, Cllr P Bird seconded and RESOLVED UNANIMOUSLY**
- ii) The Council received, approved and signed as a true record the Minutes of the Council Planning Meeting held 3rd August 2026. **Cllr S Pritchard proposed, Cllr P Bird seconded and RESOLVED UNANIMOUSLY**

37/26 PLANNING

Planning Applications: .

- a) PL/2026/04017– Full planning permission
Change of Use from Offices (class E) to 8 no. one bedroom apartments
Land South West of Middle Green Farm, Middle Green Lane, Dauntsey
For Flower and Hayes Developments Ltd

* The Council had considered this application at the Council Planning Meeting held on the 3rd August 2026 and had responded within the required timescale. **(noted)**

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.

b) Verification of settlement facilities data for the new Wiltshire Local Plan.

As part of the evidence gathering and base lining for the new Local Plan, Wiltshire Council was collecting information on the facilities and services available within settlements across Wiltshire. They had asked for information to be reviewed and whether it was accurate. They had also welcomed views on whether the Council was aware of any previously developed or underused land in the Parish that may be suitable for future development or regeneration.

The Council had no disagreement with the information provided on facilities, had no suggestions to make on previously developed/underused land other than the completion of the Great Middle Green Farm development site and considered that the Village should remain a “small village” category in any updated Local Plan. **Cllr A Millar proposed, Cllr P Bird seconded and RESOLVED UNANIMOUSLY**

c) Wiltshire Local Plan - Update

The Council had been informed of the Wiltshire Council’s intention to commence the preparation of a new Wiltshire Local Plan together with a timetable of key milestones including anticipated consultations with stakeholders and communities. There was a consultation and a call for sites running until 30th September 2026. The new Local Plan was scheduled for adoption in 2029.

The Council considered that the Village should remain a “small village” category in any updated Local Plan. **Cllr A Millar proposed, Cllr P Bird seconded and RESOLVED UNANIMOUSLY**

d) **Lime Down Solar Park – Update.**

The Council had been advised by PINS of the Examining Authority's (EA) procedural decision/s and also given the opportunity to respond to questions raised. **(noted)**

e) **Gypsies and Travellers Development Plan Document – Update.**

The Council had been advised by Wiltshire Council that work on the Plan had now ceased. The needs of the Gypsy and Traveller community, was now to be addressed through the new Wiltshire Local Plan process. An updated evidence base was to be prepared to support the new Local Plan, now scheduled for adoption in 2029. **(noted)**

There were no further planning related matters.

38/26 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-18449	£ 314.92
WALC. Training expenses	Inv WALC 1324	£ 114.00
SLCC. Clerk Membership Fees 26/27	Inv MEM259535-3	£ 316.00

Proposed Cllr P Blakiston, 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 June 2026 was £ 41,104.59 and at 30th July 2026 was £ 39,496.74. **(noted)**

39/26 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.** The Council had previously agreed to await the introduction of new Autospeedwatch devices and possible changes in Wiltshire Police views on their use. In the interim period the item would be removed from future Agendas. **(noted)**
- b) **Speed Identification Devices (SIDs).** The Council received and noted recent data readings provided by Cllr S Pritchard. Following discussion **it was agreed** that there was a need to purchase an up to date laptop computer that allowed the

data to be downloaded from the SIDs. The Clerk was given delegated authority to purchase a new laptop with the required specification (budget £1,000.00). **Proposed Cllr A Millar, seconded Cllr Mrs E Blacker and RESOLVED UNANIMOUSLY**

- 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 a MCC & FL Branch Meeting and their AGM had been held on Tuesday 21st July 2026 at The Rachel Fowler Centre, Melksham. The Agenda, Management Reports, etc were all circulated. The date of the next AGM was scheduled for Tuesday 20th July 2027. A further Branch Meeting had been held on Tuesday 18th August 2026. The Agenda, Management Reports, etc were all circulated. The next Branch Meeting was to be held on Tuesday 15th September 2026 at 19.45pm in the same venue. **(noted)**
- e) **Wilts & Berks Canal Trust.** Since the Council had last met the July and August 2026 online editions of the “On the Button” Magazine had been received and circulated to Council Members. **(noted)**
- f) **Wilts & Berks Canal Trust - AGM.** The Council had been notified that the AGM would take place on Saturday 17th October 2026 in the Royal Wootton Bassett Academy, Lime Kiln, Royal Wootton Bassett SN4 7HG at 2.00pm. Prior to this a number of walks and visits would take place at 10.30am. AGM papers and further details would be circulated during this month. **(noted)**
- g) **Wilts & Berks Canal Trust.** Since the Council had last met the Summer 2026 online edition of the “Dragonfly” Magazine (edition 177) had been received and circulated. **(noted)**
- h) **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)**
- i) **Local Highway and Footway Improvement Group (LHFIG).** As reported at the last Council Meeting the last LHFIG meeting had been held on Tuesday 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)**
- j) **Wiltshire Operational Flood Group North.** The Flood Group had last met on Wednesday 22nd July 2026. It was not known if Dauntsey had been represented and it was important that they should be in attendance to ensure the local case was always presented. The Notes from the Meeting would be sought and circulated. Further Meetings were scheduled for 23rd September and 11th November 2026. Cllr Mrs G Greene would try to attend the next Meeting in case Cllr C Farr could not attend. **(noted)**
- k) **Wiltshire Council Briefing Note 26-09.** The Council noted receipt of a Briefing Note in regards to an Update on the Future Energy Landscapes (FEL) Project. **(noted)**
- l) **Wiltshire Council Briefing Note 26-10.** The Council noted receipt of a Briefing Note in regards to the Legislative changes to the Neighbourhood Plan making

process, and the implications of the withdrawal of the Wiltshire Local Plan. **(noted)**

- m) **Wiltshire Council Briefing Note 26-11.** The Council noted receipt of a Briefing Note in regards to the National Scheme of Delegation of Planning Functions (NSD). This would end the possibility of asking for the “call-in” of planning applications for a Committee decision. **(noted)**
- n) **Register of Interests.** Council Members were reminded again 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 reminded of Wiltshire Council requirements to remove all Members’ addresses off the online database as soon as possible. **(noted)**
- o) **Wiltshire Council – PEAS Winter Preparations 26/27.** Pursuant to Minute 29/26 (p). The Council had received the annual request for the Council to consider requirements. Mention had also been made of the development of a **snow or flood plan** to sit with the community emergency plan. Members were made aware of a later Agenda item informing that this would be the last year of supplies being made available by Wiltshire Council. Cllr P Blakiston would seek the views of former Cllr A Bond on what stocks were held to ascertain what the requirements were and where local storage facilities were available.
- p) **Wiltshire Council Briefing Note 26-12.** The Council noted receipt of a Briefing Note in regards to the Get Wiltshire Walking programme. **(noted)**
- q) **Wiltshire Council Briefing Note 26-13.** The Council noted receipt of a Briefing Note in regards to the Wiltshire Community Air Network (WCAN) PM2.5 project update. **(noted)**
- r) **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 13th October and 8th December 2026 at 10am-12pm and 1-2pm in Chippenham Library, Market Place, Chippenham. **(noted)**
- s) **Wiltshire Council Briefing Note 26-14.** The Council noted receipt of a Briefing Note in regards to the Wiltshire Council Waste Service update July 2026. **(noted)**
- t) **Community First AGM & Awards.** The Council had been invited to this event to be held on Wednesday 7th October 2026 5.30pm-7.30pm in Devizes Town Hall. Details had been circulated. **(noted)**
- u) **North Wiltshire HRC Update.** The Council had received an update on the search to identify suitable sites for a new recycling centre in the north of Wiltshire. A site in Marlborough Road, Royal Wootton Bassett had been identified for next stage assessment. **(noted)**
- v) **Wiltshire Council Briefing Note 26-15.** The Council noted receipt of a Briefing Note in regards to the Wiltshire Council Community Governance Review. At this stage the Malmesbury Community Area was not involved. **(noted)**
- w) **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)**

- x) **Defibrillator Provision within the Parish.** Pursuant to Minute 29/26 (l). The Council had agreed that consideration should be given to the possibility of extending coverage into further areas of the Parish with the Church and Farm Shop areas suggested as possibilities. No progress had been made since the last Council Meeting. **(noted)**
- y) **Wiltshire Council Briefing Note 26-16.** The Council noted receipt of a Briefing Note in regards to the Wiltshire Freight Action Plan Consultation. **(noted)**
- z) **Wiltshire Council Briefing Note 26-17.** The Council noted receipt of a Briefing Note in regards to Wiltshire Resilience Support and Emergency Preparedness. This was important as it advised that the PEAS scheme was ending this year. It was important that Parishioners were made aware of this so that they carried personal emergency stocks should they be required. (Minute 39/26 (o) above refers also) **(noted)**

40/26 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 designed a spreadsheet template that Member's could use for consistency of information. Cllr Mrs G Greene advised that she had spotted areas of Hemlock growth within the surrounds and would remove as soon as possible. **(noted)**
 - iii) **RoSPA Inspection 2025.** The Council had previously agreed that they should have an attended inspector's visit this year (September 2026). It was likely that short notice would be given of the intended visit and all Members would be on stand by. **(noted)**
 - iv) **General Works.** There had been some progress in obtaining quotations for re-fencing of the boundaries and Member's were again reminded to seek quotations on a like for like basis. There had been no progress in the reinstatement of cracks in the old tarmac road surface that needed filling. It was suggested that as, in theory, the roadway remained a public highway and fell outside the Council leasing arrangement the Parish Steward may consider that the works fell within the areas covered by the service. Cllr P Bird would seek the Steward's views. Similarly the Steward's attention would be drawn to the wide mortar crack in The Brook natural stone parapet wall. **(noted)**
 - v) **Verge Maintenance.** There was no update and as no details were available, nor it appeared work carried out, **it was agreed** to leave the matter to the next cutting season.

- 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.** The Council had previously received a report from Cllr Mrs G Greene that no works were required and the matter could be removed from future Agendas. **(noted)**
 - ii) **Flooding issues generally.** There had been no change in circumstances since the last Council Meeting. A Map to identify land ownerships throughout the Parish was still required. **(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. All efforts in securing volunteers had failed and the matter would be removed from future Agendas. **(noted)**
 - v) **Highway drainage/ditches in the Great Middle Green Farm area.** There had been no change in circumstances since the last Council Meeting. There appeared to be conflicting views on what was originally proposed, what works had been carried out and what was required to solve the major issues remaining. The Parish Council would assist in reviewing the situation if requested. **(noted)**
 - vi) **Highway Gulleys/Grips.** 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. Copies of the gully maps previously circulated would be re-circulated. **(noted)**
- d) **Parish/Community Website/Social Media:** All Members were reminded to consider their contact details and website information. Members were reminded that they had 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)**
- 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 would meet next on the 17th November 2026 in a venue to be confirmed, with a further

date scheduled for the 23rd March 2027. **(noted)**

- k) **Dauntsey Community Emergency Plan - Emergency Planning:** Cllrs Mrs G Green and A Millar had drafted a new Plan. There was a need to fit this with the new templates provided by Wiltshire & Swindon Resilience Forum and the EA and WC flood/Snow Plans. Cllr P Blakiston volunteered to use AI modeling to produce a combined draft for consideration.. **(noted)**
- l) **Defibrillator Project.** Minute 39/26 (x) 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)**

41/26 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 September, 28th October, 26th November and 21st 21st December 2026. It had been agreed earlier in the Meeting that the Steward would be asked to consider remedial works to the road surface at the Recreation Ground. **(noted)**
- b) **Rights of Way:** There was no update on this occasion. Cllr P Blakiston asked what the proper protocol was to identify and seek remedial action. The Clerk would circulate a Rights of Way Warden Guide to assist. **(noted)**
- c) **Highway Conditions and Maintenance:**
 - i) **Highway Maintenance Requirements.** There had been no change in circumstances since the last Council Meeting. Highway surfaces throughout the Parish continued to deteriorate and the local Lanes used as Lyneham Banks diversion routes remained in a deplorable condition. **(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 46/26 (a) (v) above refers. **(noted)**

42/26 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

There were no issues raised.

43/26 DATE OF NEXT MEETING

The next Full Council Meeting was scheduled for **Monday 2nd November 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 5th October 2026 at 7.00pm. Notice would be given should this be required.

Signed:

Date: **2nd November 2026**

Chairman, Dauntsey Parish Council