

# ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

## **DRAFT MINUTES SUBJECT TO CONFIRMATION**

Minutes of the Council Meeting held on 17<sup>th</sup> December 2025  
at 19:00 in Crudwell Village Hall

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

**Public:** None

### 97 APOLOGIES FOR ABSENCE

Cllr Maslin

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

None

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

None

### 100 TO ADOPT THE MINUTES OF THE PARISH COUNCIL MEETING ON 26<sup>th</sup> NOVEMBER 2025

The minutes of the parish council meeting on the 26<sup>th</sup> November 2025 were adopted as a true record and signed accordingly.

### 101 TO RECEIVE REPORT #12.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #12.1. Full comments submitted by the council can be viewed online at Wiltshire Council under the relevant application reference.

Site	Reference	Comments
19 Rodbourne Road, Corston, SN16 0HA	PL/2025/09655	Comment

**Action: Cllr Budgen & Clerk**

### 102 FINANCIAL REPORTS

The RFO presented the accounts for the year to date. The bank statement dated 28<sup>th</sup> November was noted and showed balances of £8,738.06 and £42,940.65 and matched the reconciliation statement. The reconciliations and the original bank statements were signed as correct by the Vice Chair as evidence of verification. 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 Stephens first authoriser, Cllr Jones second authoriser.

**Action: Cllrs Stephens and Jones**

Payment No.	Payee Details	Reason	Amount (£)
1	Foxley Road Nurseries	Bulb planting at Corston War Memorial	£165.00
2	Foxley Road Nurseries	Bulb planting at Common /Foxley Road junction	£462.00
3	Hathaway Gardenscapes Ltd	Waste collection Dec 25	£289.08
4	Hathaway Gardenscapes Ltd	Grass cutting Dec 25	£232.50
		<b>TOTAL</b>	<b>£1,148.58</b>

### 103 TO CONSIDER WASTE COLLECTION OPTIONS

Cllr Budgen and the Clerk provided details of the two quotes received. The Clerk was asked to clarify whether it would be for a one or two year or a rolling contract. It was agreed that residents should be kept informed of the ongoing costs of waste collection in the next newsletter and also to emphasise that weekly waste should not be deposited in the bins. Cllr Budgen stated that the bins were well used and popular and proposed that

the quote for a weekly collection schedule at a cost of £4680 plus VAT per annum be approved. This was unanimously agreed.

**Action: Clerk**

104 TO APPROVE THE COUNCIL'S 2026/26 BUDGET AND TO AGREE THE LOCAL PRECEPT FOR 2026/27

Cllr Briggs presented an updated budget which included the newly agreed waste collection costs, several deletions and estimated costs for Cllr Newman to be trained on the Alpha finance package. He explained the budget showed a £2658 deficit, despite the proposed Precept increase for 2026/27, however the shortfall could be covered by funds in the Reserve which were above the recommended level. Covering the budget shortfall from Reserves was sustainable over the next few years but the council will gradually need to increase the Precept to prudently manage the budget deficit. It was unanimously agreed that the reason for the increase in Precept was sound and will be explained in a newsletter. The council unanimously resolved to approve the budget. A 9% increase to the Precept was proposed, equating to an amount of £17,678, representing a £1.33 annual addition to a Band D property, and was unanimously agreed.

**Action: Clerk**

105 TO RECEIVE A VERBAL REPORT TO CONSIDER AND AGREE EXPENDITURE ON NECESSARY ROSPA REPAIR RECOMMENDATIONS AT THE CHIPPENHAM ROAD PLAYING FIELD

Cllr Hatherell gave details of the quotes received for four repairs to be undertaken at the Chippenham Road playing field to address minor issues in the annual RoSPA inspection. The council accepted the quotes for the overall cost of £1560 to be funded from CIL; to replace the chain link fence to side of the basketball court; to stabilise the wooden shelter and affix the bench to it; to make a secure fixing for the seat in the play area and to repair the wooden owl seat.

**Action: Clerk**

106 TO RECEIVE A VERBAL REPORT TO CONSIDER AND AGREE EXPENDITURE TO REPAIR LOOSE FLAGSTONES AT THE CORSTON WAR MEMORIAL

Cllr Hatherell gave details of the quote received to re-set seven stone coping slabs around the Corston War Memorial and to repoint with lime render. He proposed the quote of £375 be accepted, to be funded from CIL, this was seconded by Cllr Budgen and agreed.

**Action: Clerk**

107 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 reported that Parish Stewards are currently on pothole duty. He asked to be advised of any jobs for the next visit on the 29<sup>th</sup>. Current jobs are to clean the Waitrose steps and from the Foxley Road animal sanctuary to the Common Road junction. The wall at the end of Arches Road is being rebuilt. It is believed the ditches on the A429 near Kingway Bridge have been dug out.

**Playing Fields** – Cllr Hatherell reported that both the playing fields had been checked are in good order.

**Footpaths** – Cllr Newman gave details of a broken stile and was asked to forward the photo to Cllr Stephens for the matter to be pursued.

**Patients Participation Group** – Cllr Ingham reported that no information has reached the surgery as yet regarding cognitive driving tests for the over 70s. The MPCC take-up figures for flu/covid jabs for 2-3 year olds, the vulnerable and over 65s were all higher than the south west as a whole. 1756 covid vaccinations were given of the eligible 2643 (some went to the pharmacy). Continuity figures (the number of patients who have seen the same doctor) have increased from 61 to 66%.

**Personnel Committee** – nothing to report.

**Finance Committee** – nothing to report.

**Projects Working Party (PWP)** – nothing to report.

**Website Working Party** – nothing to report.

The meeting closed at 19.59

The next meeting will be held at 19:00 on Wednesday 28<sup>th</sup> January 2026 at Crudwell Village Hall

..... Chair

..... Dated