

ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

DRAFT MINUTES SUBJECT TO CONFIRMATION

Minutes of the Council Meeting held on 27th August 2025
at 19:00 in Crudwell Village Hall

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

Public: None

53 APOLOGIES FOR ABSENCE

Cllrs Jones and Stephens.

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

Cllr Hatherell declared a non-pecuniary interest in planning application PL/2025/06697, Land at Newlands Farm, Rodbourne Road, Corston.

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

None

56 TO ADOPT THE MINUTES OF THE PARISH COUNCIL MEETING ON 23rd JULY 2025

The minutes of the parish council meeting on the 23rd July 2025 were adopted as a true record and signed accordingly.

57 TO RECEIVE REPORT #08.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #08.1. Full comments submitted by the council can be viewed online at Wiltshire Council under the relevant application reference.

Site	Reference	Comments
Garden land at River Barn, Cowbridge, Swindon Road, SN16 9LZ	PL/2025/05400	Objection
17 Monks Park, Milbourne, SN16 9JF	PL/2025/06111	No objection
Land Adjacent Honeysuckle & Meadow Cottage, Corston, SN16 OHJ	PL/2025/06207	Objection
Land at Newlands Farm, Rodbourne Road, Corston, SN16 0HB	PL/2025/06697	No objection
Land at Mill Lane, Corston, SN16 0HH	PL/2025/02383	Objection

Revised plans for application PL/2025/0611, The Bungalow, Milbourne, had only recently been received with a submission expiry date of the 10th September and it was agreed that Cllr Briggs would draft a submission for approval via email as per the council's Standing Orders.

Cllr Briggs reported on the Inspector's Hearing on the 5th August in Malmesbury Town Hall for the Appeal by Miller Homes against Wiltshire Council's refusal of their planning application, PL/2023/04996, for 92 houses on land West of Milbourne. The Inspector's decision is awaited.

Action: Cllr Briggs and Clerk

58 FINANCIAL REPORTS

The RFO presented the accounts for the year to date. The bank statement dated 31st July was noted and showed balances of £8,253.83 and £42,809.18 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 Clogg first authoriser, Cllr Budgen second authoriser.

Payment No.	Payee Details	Reason	Amount (£)
1	D F & K J Briggs	Noticeboard magnets	£19.96
2	R E Budgen	Jubilee clips for erection of Milbourne SID	£12.98
3	James Hinwood	Pruning at Corston Nature Reserve	£350.00
4	Hathaway Landscapes Ltd	Waste collection August 2025	£289.08
5	Hathaway Landscapes Ltd	Grass cutting August 2025	£232.50
6	Tristan Akers	Pond maintenance at Corston LNR	£2,688.00
		TOTAL	£3,592.52

Action: Cllrs Clogg, Budgen and Clerk

59 TO RECEIVE REPORT #08.2 TO CONSIDER THE NEED TO UNDERTAKE ESSENTIAL MAINTENANCE WORK IN THE CORSTON LOCAL NATURE RESERVE

Cllr Budgen presented report #08.2 to invite the council to fund essential maintenance in the Corston LNR. As the cost to cut and remove a willow was within the agreed financial limits, this work had already been undertaken. The expenditure to be funded from general reserves. The work to de-silt the pond and to remove an invasive plant Typha (Bulrush) was meant to have been scheduled after the date of this meeting, however the company was able to undertake the work sooner and at a lower amount than that listed on the report. It was queried whether two quotes should have been obtained but the firm was the preferred contractor for the job having undertaken work of a similar nature previously to a very high standard. It was agreed the cost would be funded from CIL. It was also agreed to consider raising the threshold figures at the next review of the Financial Regulations.

60 TO RECEIVE REPORT #08.3 TO CONSIDER ADDING THE COUNCIL'S SUPPORT TO A REPORT TO PINS ABOUT DEFICIENCIES IN ISLAND GREEN POWER'S CONSULTATION PROCESS

Cllr Budgen presented report #08.3 to invite the council to discuss the quality and inclusiveness of IGP's consultation on their Lime Down Solar Park proposal. It was unanimously agreed to add the council's name to the report drawn up by the organisation coordinating opposition to the IGP proposal requesting that there should be a further period of consultation to include members of the public.

Action: Clerk

61 TO RECEIVE REPORT #08.4 ON COMMUNITY LAND ACQUISITION

Option 3.3 in confidential report dated 15th August 2025 approved.

62 TO RECEIVE CONFIDENTIAL REPORT #08.5 FROM THE PERSONNEL COMMITTEE

Confidential personnel report #08.5 was presented. It was proposed that the clerk be moved onto salary band LC2, Below Substantive Range, of the nationally agreed local government pay scales. This was unanimously agreed, with a start date of October 2025.

Action: Cllr Clogg

63 TO RECEIVE REPORT #08.6 TO CONSIDER PURCHASING A SECOND BENCH AT THE COWBRIDGE MILL ESTATE

Cllr Briggs presented report #08.6 and proposed the purchase of a second 3-seater, 5ft solid teak bench for the Cowbridge Mill estate at a cost of £494.10 including VAT and delivery (net cost £411.75), to be funded from general reserves. This was agreed. The clerk to liaise with Cllr Stephens regarding delivery.

Action: Cllr Stephens & Clerk

64 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 had not been on scheduled visits in August as they were doing noxious weed removal work, although this council's had still managed to do a few jobs in the parish. He asked councillors to let him know of any jobs for the next visit. Cllr Newman mentioned an unsafe wall

along Arches Lane, but Cllr Smith reported this had already been raised and was due to be fixed later in the autumn.

Playing Fields – Cllr Hatherell reported that both playing fields had been safety checked. A few minor issues have been identified at the Chippenham Road field but are not dangerous and everything is functional. The RoSPA inspection is due in September/October. The owl seat needs to be repaired and the gate to the main road replaced at some point.

Footpaths – nothing to report

Patients Participation Group – Cllr Ingham reported on the recent AGM on 5th August. Minutes are available in the 'news' section of the website: <https://www.stpaulmalmesburywithoutparishcouncil.org.uk>

Cllr Smith reported that there was some progress regarding Sherston Surgery – the first positive news in 18 months. The ICB has admitted there is no capacity at Malmesbury Primary Care Centre and therefore a project initiation document is due to be submitted imminently.

Personnel Committee – nothing to report

Finance Committee – Cllr Briggs reported that the Finance Committee would be starting to produce the budget for the next financial year very soon and if councillors had any thoughts on additional costs that should be included to please inform the clerk.

Projects Working Party – Cllr Hatherell gave a verbal update on the meeting held on 6th August. Cllr Smith recommended that plans to upgrade the Corston to Malmesbury footpath should be fed into the Local Cycling and Walking Infrastructure Plan for Malmesbury (LCWIP) as it could attract funding. Cllr Newman was asked to email the clerk regarding stiles needing repair, to be considered by the PWP. Notes of the PWP meetings are available to councillors from the clerk.

Website Working Party – a meeting is due to be held on 3rd September.

The meeting closed at 20:18.

The next meeting will be held at 19:00 on Wednesday 24th September 2025 at Crudwell Village Hall

..... Chair

..... Dated