

ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

DRAFT MINUTES SUBJECT TO CONFIRMATION

Minutes of the Council Meeting held on 22nd July 2026 at 19:00 in Crudwell Village Hall

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

Public: None

52 APOLOGIES FOR ABSENCE

Cllrs Stephens and Merriman

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

None.

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

None.

55 TO ADOPT THE MINUTES OF THE PARISH COUNCIL MEETING ON 24th JUNE 2026

The minutes of the parish council meeting on the 24th June 2026 were adopted as a true record and signed accordingly.

56 TO RECEIVE REPORT #07.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Budgen presented Report #07.1. Full comments submitted by the council can be viewed online at Wiltshire Council under the relevant application reference.

Site	Reference	Comments
The Cedars, Swindon Road, SN16 9LU	PL/2026/03437	No objection
Land to the North East of Rodbourne Road, Corston, SN16 0HB	PL/2026/03416	Comment
41 White Poplars, Burton Hill, SN16 0FU	PL/2026/04141	No objection

57 FINANCIAL REPORTS

The RFO presented the accounts for the year to date. The bank statement dated 30th June showed balances of £2,663.85 and £20,287.05 and matched the reconciliation statements. 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 Jones second authoriser.

The 2026-7 Quarter 1 Transparency Code was presented and approved; Clerk to upload to the website.

Action: Cllrs Clogg, Jones and Clerk

Payment No.	Payee Details	Reason	Amount (£)
1	The Landscape Group Ltd	Waste collection June 2026	£468.00
2	Crudwell Village Hall	Hall hire July-September 2026	£60.00
3	TrophyStore.co.uk Limited	Malmesbury in Boom trophy	£200.00
4	Friends of Riverside	Hall hire - personnel meeting - 20.07.2026	£7.00
5	Hathaway Landscapes Ltd	Grass cutting July 26	£255.00
		TOTAL	£990.00

- 58 TO CONSIDER A GRANT REQUEST FROM MALMESBURY TOWN COUNCIL TOWARDS THE MAYOR'S AWARD FOR DEBATING

The grant request had been circulated prior to the meeting. Unfortunately on this occasion the request was respectfully declined by the council as the grants budget had already been spent. **Action: Clerk**

- 59 TO CONSIDER AN APPROACH TO WILTSHIRE COUNCIL, ALONG WITH OTHER ADJACENT COUNCILS, TO SEEK A LICENCE REVIEW OF RECENT FESTIVALS AT CHARLTON PARK

Cllr Budgen reported that the Chair of Charlton PC had written to all local councils to ask if they would support a joint approach to seek a licence review of recent festivals at Charlton Park. SPMW has received complaints from residents and Cllr Smith reported that he had received direct complaints. The council agreed to support a joint approach for a review to hopefully ensure that festivals do not go on too late and that noise levels are monitored independently. **Action: Cllr Budgen**

- 60 TO CONSIDER THE DRAFT #10 NEWSLETTER

The draft newsletter had been circulated prior to the meeting. Some minor amendments will be made and the draft recirculated. **Action: Cllrs Briggs, Clogg and Clerk**

- 61 TO CONSIDER A MHIR REGARDING THE CROSSING NEAR THE PRIORY ROUNDABOUT AT BURTON HILL

A request, supported by many staff from Malmesbury Primary Care Centre, to have a traffic light controlled crossing due to frequent near misses was considered. It was agreed that this crossing had always been an issue and the road configuration and the proximity to the roundabout did not help and the council agreed to submit the request to the Local Highway and Footpath Improvement Group. **Action: Clerk**

- 62 TO AGREE THE FINAL FORMAT FOR COUNCILLORS' EMAIL ADDRESSES

Cllr Clogg proposed that the domain name stpaulmalmesburywithout-pc.gov.uk be accepted, this was seconded by Cllr Newman and agreed. **Action: Clerk**

- 63 REVIEW OF THE COMMUNITY EMERGENCY PLAN

It was agreed that the report would be considered over the coming month and the findings discussed at the August meeting. **Action: Cllrs Hatherell and Clogg**

- 64 REVIEW OF COUNCIL POLICIES

Cllr Clogg reported that the IT & Email, Data Protection and Health & Safety policies had been updated earlier in the year. It was agreed that the Disciplinary & Grievance Policy, Safeguarding Procedures and council regulations would be looked at by the relevant committees and the findings discussed at the August meeting. **Action: Committees**

- 65 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 the Parish Steward had been back on parish duties in June. His next visit is on the 28th July, so please let Cllr Hatherell know of any jobs.

Playing Fields – Cllr Hatherell reported that both the playing fields had been checked weekly and are in good order, although the climbing frame needs a clean. The annual RoSPA inspection has been booked in for September-October.

Footpaths – no report.

Patients Participation Group – Cllr Ingham reported that the PPG AGM is on Tuesday 4th August at 6.30 pm at the Primary Care Centre, all welcome. Minutes are available on the surgery website: <https://malmesburypcc.nhs.uk/surgery-information/patient-participation-group>

Personnel Committee – Cllr Budgen reported that Cllr Merriman has resigned from the council for personal reasons. Cllr Merriman has been a real stalwart for many years, and Cllr Budgen extended his thanks for the many years of loyal service.

Finance Committee - Cllr Briggs reported that the move onto the Alpha website system would be commenced soon delivering increased efficiency and security. It was agreed that Cllr Budgen would sign the Software Purchase Terms & Conditions and Data Processing Agreement. Cllr Briggs is arranging a date/time for an online demonstration of the new software. **Action: Cllrs Briggs and Budgen**

Projects Working Party (PWP)

Cllr Hatherell reported that WC had inspected the Chippenham Road field and had sent a revised annotated map of the area, which he had checked for accuracy. SPMW need a corrected plan from WC detailing exactly what is being transferred. WC report it has no evidence of the access arrangements across the field claimed by a resident of Mill Lane, this issue will need to be resolved before the transfer can be completed. Defibrillators will be discussed in more detail at the next PWP meeting. In accordance with the Licence Agreement for the Cowbridge Permissive path, further fencing work is required and quotes are being sought. For a number of reasons, it has not proved possible to proceed with an extension to the Milbourne path on the C67. The LHFIG at its next meeting will be asked to explore other options to improve pedestrian safety on this stretch of road. Notes of the PWP meetings are available to councillors from the clerk.

Website Working Party – no report.

66 The next meeting will be held at 19:00 on Wednesday 26th August 2026 at Crudwell Village Hall

The meeting closed at 20:25

..... Chair Dated