

ST PAUL MALMESBURY WITHOUT PARISH COUNCIL

DRAFT MINUTES SUBJECT TO CONFIRMATION

Minutes of the Council Meeting held on 24th June 2026 at 19:00 in Crudwell Village Hall

Present: Cllr Hatherell (Chair), Briggs, Clogg, Ingham, Maslin, Newman, Panting and Stephens

Public: None

34 APOLOGIES FOR ABSENCE

Cllrs Budgen, Jones, Merriman, Sorby and Smith (WC-Sherston Division)

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

None.

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

Cllr Hatherell reported on complaints made to Charlton PC, recently copied to SPMW, from a resident regarding noise and other issues from festivals and a private event held at Charlton Park. The complaints had also been copied to WC, Public Protection North, the Ward Councillor and local MP. As this council was not consulted about these event applications it concluded that it should not get involved.

37 TO ADOPT THE MINUTES OF THE PARISH COUNCIL MEETING ON 27th MAY 2026

The minutes of the parish council meeting on the 27th May 2026 were adopted as a true record and signed accordingly.

38 TO RECEIVE REPORT #06.1 ON PLANNING UPDATES AND REVIEW NEW APPLICATIONS

Cllr Hatherell presented Report #06.1. Full comments submitted by the council can be viewed online at Wiltshire Council under the relevant application reference.

Site	Reference	Comments
Holly Cottage, Milbourne, SN16 9JA	PL/2026/03452	No objection

39 FINANCIAL REPORTS

The RFO presented the accounts for the year to date. The bank statement dated 29th May showed balances of £7,940.38 and £38,174.96 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 Hatherell signed the list of payments for authorisation as per supporting evidence; Cllr Clogg first authoriser, Cllr Stephens second authoriser.

Action: Cllrs Clogg, Stephens and Clerk

Payment No.	Payee Details	Reason	Amount (£)
1	Malmesbury Abbey	Grant toward major overhaul of clock chimes	£250.00
2	Forrester Sylvester Mackett Solicitors	Payment on account	£750.00
3	The Landscape Group Ltd	Waste collection May 2026	£468.00
4	R J & S H Mellowes	Reimburse for Microsoft 365 on clerk's laptop	£59.99
5	R J & S H Mellowes	Home working allowance Qtr 1 2025-26	£78.00
6	Rialtas Business Solutions Ltd	Finance software training session	£374.40
7	Timothy W Cowley	Re-bedding slabs around Corston War Memorial	£375.00
8	Forrester Sylvester Mackett Solicitors	Water and drainage search Chippenham Rd field	£293.67
9	Hathaway Landscapes Ltd	Grass cutting June 26	£255.00
		TOTAL	£2904.06

40 TO RECEIVE REPORT #06.2 ON THE LHFIG MEETING ON 2ND JUNE 2026

Cllr Hatherell presented Report #06.2 and reported that the request for improved lighting along the pedestrian footway from St John's bridge to Parliament Row was reopened and the situation will be assessed during the darker months of the year by Cllrs Budgen and Smith. A post and two warning signs proposed by Highways are scheduled to be attached imminently near Turtle Bridge as it is a dangerous crossing for pedestrians. Following a further site visit a number of potential issues were identified with Milbourne footpath extension, but solutions suggested that will be discussed with the owner of the land adjacent.

Action: Cllrs Briggs and Budgen

41 TO RECEIVE REPORT #06.3 FINANCIAL SOFTWARE UPGRADE

Cllr Briggs presented report #06.3 and outlined the benefits of the online version of the Alpha software. Cllr Hatherell recommended that option 4.2, to upgrade to the online version of Alpha, be accepted and for the Clerk to make the necessary arrangements. All agreed.

Action: Clerk

42 TO APPOINT A LEAD COUNCILLOR TO MANAGE THE COUNCIL SOCIAL MEDIA ACCOUNT

It was agreed that Cllr Budgen would obtain further details regarding administration of the account. Cllr Panting agreed to be the lead councillor for one-way parish council communications. Cllr Hatherell thanked Cllr Maslin for his input to date.

Action: Cllrs Budgen and Panting

43 TO AGREE A PREFERRED FORMAT FOR COUNCILLORS' EMAIL ADDRESSES

Advice regarding domain options was circulated prior to the meeting. The council voted to adopt the format stpaulmalmesburywithoutpc.gov.uk. The Clerk to check with the website providers that this format, with no dash, was acceptable.

Action: Clerk

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

Cllr Smith had informed the council that the white lines on the pedestrian crossing at Burton Hill are due to be repainted by 25th June. Concerns have been raised regarding the safety of the crossing and the council agreed to support another request to LHFIG to get this looked at again.

Action: Cllr Budgen and Clerk

45 TO AGREE THE DESIGN OF A SPONSORED CUP FOR MALMESBURY-IN-BLOOM

Details of a possible cup design were circulated prior to the meeting. The style of cup was agreed and a minor change to the engraving was suggested, the Clerk to check if this was within the permitted number of characters.

Action: Clerk

46 TO PROGRESS THE PURCHASE OF TWO REPLACEMENT FINGER POSTS AT RODBOURNE

Cllr Hatherell recommended that the quote for the aluminium posts, as recommended by the local Highways engineer, and the quote for installation, be accepted. This was agreed.

Action: Cllr Hatherell and Clerk

47 TO CONSIDER A HIGHWAY IMPROVEMENT REQUEST FOR THE PROVISION OF A SAFE CROSSING ON THE A429 BETWEEN THE GARDEN CENTRE AND WHYCHURCH ROUNDABOUTS

This matter was held in abeyance.

48 TO CONSIDER A MHIR FOR THE PROVISION OF A SUSTAINABLY POWERED DEFIBRILLATOR IN THE WHITE POPLARS ESTATE, BURTON HILL

The council agreed that this topic needed to be looked at more broadly and will be discussed at the next PWP meeting. Cllr Hatherell asked if it could be raised at the PPG AGM by Cllr Ingham about having the defibrillator available on the outside of the Primary Care Centre building so that it can be accessed 24/7 and perhaps this would be close enough to service White Poplars and the other new developments close to the PCC.

Action: PWP

49 A GENERAL UPDATE ON THE PURCHASE OF LAND AT DANIEL'S WELL

Cllr Briggs confirmed that a Completion Statement had been received from Malmesbury TC showing the £20,000 payment due from SPMW. Having been satisfied that all legal issues had been met, this payment has now been transferred to the solicitors and completion is due to be on 26.6.2026. Cllr Hatherell thanked Cllrs Jones, Clogg, Briggs and the Clerk for their efforts.

- 50 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 is due tomorrow for half a day. The list of jobs has been sent through, with the priority to clear vegetation overhanging the pavement between St John's Bridge and Parliament Row. Cllr Hatherell intends to check with Cllr Smith that the Corston to Malmesbury path is properly mown.

Playing Fields – Cllr Hatherell reported that both the playing fields had been checked weekly and are in good order. There is some birds mess on the Corston swing ride and some new bird deterrent spikes are needed.

Footpaths – no report.

Patients Participation Group – Cllr Ingham reported on the meeting held on 2nd June. Minutes are available on the surgery website: <https://malmesburypcc.nhs.uk/surgery-information/patient-participation-group>

Personnel Committee – no report.

Finance Committee - Cllr Briggs reported that the Clerk had started the process of transferring bank accounts. This can now go ahead as the transfer for the Daniel's Well contribution has gone through. The savings account will be closed and the money transferred into the current account in readiness. A £50 deposit may be required. It will be a manual transfer.

Projects Working Party (PWP)

Cllr Hatherell reported that a response had been received from the solicitor dealing with the Community Asset Transfers regarding boundaries at the Chippenham Road playing field and this would be looked at in detail. Notes of the PWP meetings are available to councillors from the clerk.

Website Working Party – no report.

- 51 The next meeting will be held at 19:00 on Wednesday 22nd July 2026 at Crudwell Village Hall

The meeting closed at 20:27

..... Chair Dated