

LYDIARD MILLICENT PARISH COUNCIL MEETING
2 October 2025
held at the Jubilee Club House, Lydiard Millicent
at 19:00 hrs

Councillors Present:

S Westwood, Chairman L Bamsey S Chalker D Coffey S Hill-Wheeler
M Allsop, Vice Chairman J Neighbour L Roberts R Selwood J Sprules

Others in Attendance: 2 members of the public and Wiltshire Councillor Andrew Matthews

Meeting Clerk: Hayley Graham

Public Question Time:

- A resident highlighted that there are sleepers placed outside Hilltop View on Stone Lane that are encroaching onto the highway. The resident was asked to log this on MyWilts and to escalate to the Clerk if a satisfactory response is not received.
- A resident asked for the Council to consider installing a defibrillator in Common Platt as the nearest ones are some distance away (Peatmoor and Lydiard Millicent village). The Council agreed that the Clerk should explore this including approaching Purton PC as a possible joint venture.
- A resident asked if there was an update on the appeal for the Restrop Road application and was advised that the appeal was dismissed earlier in the week.
- A resident raised the issue of speeding in Greatfield. This was previously raised with the Local Highway and Footway Group (LHFIG) at Wiltshire Council, and Councillor Chalker agreed to revisit previous LHFIG reports on the issue to understand what options have been explored. Councillor Neighbour will contact the Neighbourhood Policing Team to request their presence.

Councillor Question Time:

- Councillor Allsop highlighted that at the point of the traffic calming chicane at the bottom of The Street, hedges are overgrown and as a result, traffic is having to mount the pavement to give passing cars enough space. The Clerk will speak to Highways to establish the process for allowing works to resident hedges on highways.

MINUTES

25.93 Apologies for Absence

No apologies were received.

25.94 Declarations of Interest and Dispensation Requests

The following Declaration of Interest was made:

Name	Min Ref	Type	Nature of Interest	Action
Cllr Hill-Wheeler	25.99a	Non-Pecuniary	PL/2025/06259 – Planning application for neighbouring land	Took part in discussions but did not vote

No dispensation requests were received.

25.95 Chairman's Announcements

- The Wiltshire Council gulley tanker will be visiting the parish next week, carrying out jetting services on The Street and Lydiard Green
- Work to clear the ditch behind Old Casa Paolo in Common Platt is now complete, and Wiltshire Council are in correspondence with Swindon Borough Council for the ditch clearance work to be carried out on the opposite side of the road.
- Examination of Wiltshire Council's Local Plan continues until February 2026.
- The Keeping Our Identity petition is now closed having received 618 signatures.
- Congratulations were given to all those involved in the All Saints Church renovation team following a successful celebration event on 27 September.

- 25.96
- Minutes**

a. Members CONSIDERED the minutes of the Parish Meeting held on 4 September 2025. The minutes of the meeting were ADOPTED as a true record and signed by the Chairman.

b. Members CONSIDERED the minutes of the Extraordinary Meeting of the Council held on 15 September 2025. The minutes of the meeting were ADOPTED as a true record and signed by the Chairman.

25.97

Wiltshire Councillor Update

Wiltshire Councillor Matthews gave his thanks to the Parish Council for hosting a resident Q&A session in its Extraordinary Meeting on 15 September. He confirmed there is no update currently on the application for land at Meadow Springs and that the Planning Inspectorate dismissed the planning appeal in relation to the Restrop Road application; drainage and road safety concerns played a large part in the dismissal.

Wiltshire Councillor Matthews will discuss speeding issues in Greatfield with the Wiltshire Council Highways team.

Wiltshire Council’s Local Plan is being examined and will likely not be in place before mid-2026. Wiltshire Council’s budget setting takes place in February.

Wiltshire Councillor Matthews advised that he has been elected as Chair of the Area Board.

- 25.98
- Financial Accounts**

a. Members NOTED the Payments List reference “Finance Report 2 October 2025 – Expenditure” attached as Appendix 6a in the amount of £3,712.87 ex. VAT.

b. Members NOTED the Income Report to 31 August 2025 reference “Finance Report 2 October 2025 – Income Summary” attached as Appendix 6a of £54,990.12.

c. Members APPROVED the Cash and Investment Reconciliation statement for the Unity Trust Bank as at 31 August 2025 with a closing balance of £19,313.24.

d. Members APPROVED the Bank Statement for the Unity Trust Bank as at 31 August 2025 with a closing balance of £19,313.24.

e. Members APPROVED the Cash and Investment Reconciliation statement for the Public Sector Deposit Fund as at 31 August 2025 with a closing balance of £71,039.81.

f. Members APPROVED the Statement of Account for the Public Sector Deposit fund as at 31 August 2025 with a closing balance of £71,039.81.

g. Members APPROVED the Cash and Investment Reconciliation statement for the Lloyds Charge Card as at 31 August 2025 with a closing balance of £0.00.

h. Members APPROVED the Charge Card statement for the Lloyds Charge Card as at 28 July 2025 with a closing balance of £9.96.

i. In accordance with Standing Order 1e, Members RESOLVED to raise a cheque to the value of £25.00 (twenty-five pounds) for the Royal British Legion Poppy Appeal and to purchase a new remembrance wreath at a cost of £24.49 (twenty-four pounds 49p) (inc. VAT). Costs to be met from Chairman’s Allowance.

j. Members APPROVED the expenditure of £72.00 (seventy-two pounds) (ex. VAT) to instruct DM Payroll to administer the Clerk’s pension. Costs to be met from Professional Fees budget.

k. Members NOTED the completion of the 1st Quarter Bank Reconciliations verification by Councillor Selwood.

Planning Applications

Members RECEIVED an update from Planning Group A.

25.99a

Application: PL/2025/06259 – Full Planning Permission	Applicant: Mr Saunders
Address: Godwins Farm, Greatfield, SN4 8EQ	
Proposal: Erection of roofing over a livestock gathering area and concrete yard renewal	
Members RESOLVED to COMMENT on the application to request that a permitted path be investigated to allow free access for walkers around the yard at all times.	

25.99b	Application: PL/2025/7005 – Lawful development: Existing use Applicant: Mr & Mrs Knight Address: Cotswold Heights, Greenhill, SN4 8EH Proposal: Certificate of lawfulness for continued use of land to the rear of Cotswold Heights as residential garden. Members RESOLVED to OBJECT to the application on the grounds that the application would result in incursion onto the open countryside, and due to its proximity to Brockhurst Wood which is an SSSI.
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Members NOTED the following Wiltshire Council decisions:

25.99c	Application: PL/2025/06065 – Removal or Variation of a Condition Applicant: Mr & Mrs Hornby Address: Lydiard Farm, The Street, Lydiard Millicent, SN5 3LU Proposal: Variation of condition 2 (approved plans) on PL/2024/03183 to increase the size of the rear extension to the main house and extend the length of the garage towards the main house. WC Approved with Conditions
25.99d	Application: PL/2025/05106 – Householder Planning Permission Applicant: Mr Rigby Address: 24 Stone Lane, Lydiard Millicent, SN5 3LD Proposal: Two-storey rear extension WC Approved with Conditions
25.99e	Application: PL/2025/06021 - Removal/variation of conditions Applicant: Mr Smith Address: 3 Greatfield, Royal Wootton Bassett, SN4 8EQ Proposal: Variation of condition 2 (Approved Plans) relating to application PL/2025/02470 WC Approved with Conditions

Clerk's Report

- 25.100a Members NOTED the report.
- 25.100b Members RESOLVED to close PQT 2 May – LMIL60 as the landowner is not open to the installation of a kissing gate.
- 25.100c Members RESOLVED to close 25.76 Speed Indicator Device as both solar panels have now been installed.
- 25.100d It was suggested that the Clerk reviews Health and Safety position in relation to speed indicator device movement. Standing Orders were SUSPENDED for public comment and REINSTATED before Members discussed further.
The Clerk advised that in relation to 25.79 JCH Water Tank Works not all works were carried out due to seized drainage valves on the calorifiers. Quotes are being sought to replace the valves and will be put to the Council for consideration in due course.

Communications

- 25.101 Members NOTED the following communications:
- Wiltshire Neighbourhood Watch Association AGM – 18 October 2025
 - Wiltshire Council Road Closure Notice – Restrop Road – 27 October 2025
 - Wiltshire Council Community Governance Review

Jubilee Club House Play Area

- 25.102a Members NOTED report and:
- 25.102b
- APPROVED an expenditure of £150.00 (one hundred and fifty pounds) (ex. VAT) for play area wood chip. Costs to be met from Play Equipment Maintenance budget.
- 25.102c
- RESOLVED to decommission the spring horse with the Clerk to put replacement costs to the Council.

25.103 Risk Management Register

Members APPROVED the addition of risk 40 – cricket ball strike to the risk management register.

25.104 External Audit Report and Certificate

Members NOTED external audit report and certificate.

25.105 Community Field Working Party

Members NOTED that the lease agreement had been signed. The Chairman explained that a lease has been agreed with the Parish Hall Trustees to enable the field to be used by their

hirers, and the wider community. The Council were advised that Purton Scouts are already using the field on a weekly basis.

25.106 Community Field Grounds Maintenance Contract

Members APPROVED the contract for signature.

25.107 IT Policy

Members ADOPTED the IT policy as presented. The Clerk advised that the Council's email provider is currently upgrading its servers from SSL encryption to TLS and this is expected to be complete by the end of October.

The Clerk will work with Councillor Bamsey to update the existing Data Protection Policy to address any gaps.

e-Scooter Use at the Recreation Field and Play Area

- 25.108a Members NOTED the report. Standing Orders were SUSPENDED for Councillor Matthews to suggest the Council be wary of granting permission for e-scooter use on its land given the potential liability risk. Standing Orders were REINSTATED before Members discussed further. Members RESOLVED that the Clerk should contact Wiltshire Police to agree the best course of action.
- 25.108b
- 25.108c

Council and Community Representatives

- 25.109 Members RECEIVED the following updates:

Area Board – Councillor Allsop

Meeting took place on 24 September. Wiltshire Councillor Matthews is now the Chair of the Area Board. Wiltshire Council have launched a new grant to create hubs in rural communities. Anyone who applied for a postal vote before 31 January 2024 has until January 2026 to renew their postal vote. The Police and Crime Commissioner Philip Wilkinson was present and encouraged residents to sign up online for Wiltshire and Swindon Community Messaging alerts.

Community Carers Group – Councillor Hill-Wheeler

A new directory is available and has been published on the Council's website.

Community Safety Group – Councillor Hill-Wheeler

Group is not currently running.

Local Highway and Footway Improvement Group – Councillor Chalker

Next meeting on 12 November

Neighbourhood Plan – Councillor Allsop

A community consultation event is being held in the marquee at The Sun Inn on Sunday 5 October from 1 – 4pm and all residents and Councillors are encouraged to come along.

25.110 Exclusion of the Public and Press

Members RESOLVED that the Press and Public be excluded from the meeting during the consideration of the items in Part 2 of the Agenda, this is due to the confidential nature of the items being considered, under the Public Bodies (Admission of Meetings) Act 1960.

2 members of the public and Wiltshire Councillor Andrew Matthews left the meeting.

Land Matters

- 25.111a Members NOTED the report and RESOLVED to delegate a response to the communication to the Clerk, Chairman and Vice-Chairman.

- 25.111b Members APPROVED the amended Grounds Maintenance Contract.

- 25.111c Members NOTED the report and APPROVED the draft Consent Order and Schedule as presented.

25.112 **Personnel Matters**

Members NOTED the report and CONSIDERED the proposal. Members RESOLVED that the charges are to be updated which is delegated to the Clerk, Chairman and Vice-Chairman, and to further condition the proposal to an annual review of charges and additional health and safety requirements.

Meeting Closed at 20.31 hrs

Finance Report 6 November 2025

Item 6a

EXPENDITURE

Supplier	Invoice Number	Date	Description	Net	VAT	Total	Paid	Method
Amazon	8586114	18 Aug 25	Water Tank Air Inlet	13.38	2.68	16.06	10 Oct 25	BP
Bark UK Online	17073	03 Oct 25	Play Area Bark	137.50	27.50	165.00	03 Oct 25	CC
Betterclean	3152	30 Sep 25	September JCH Cleaning	453.58	90.72	544.30	10 Oct 25	BP
BOnline	1989372	01 Oct 25	Broadband	34.44	6.89	41.33	14 Oct 25	DD
British Gas	12391361	15 Sep 25	JCH Electricity	78.31	3.92	82.23	29 Sep 25	DD
Business Waste	1824706	01 Oct 25	JCH and Cemetery Waste	76.74	15.34	92.08	14 Oct 25	DD
Castle Water	7772808	02 Oct 25	JCH Water	109.60	0.00	109.60	16 Oct 25	DD
Castle Water	7905017	07 Oct 25	Cemetery Water	8.14	0.00	8.14	21 Oct 25	DD
Corona	19575077	09 Oct 25	September Gas	92.96	4.65	97.61	28 Oct 25	BP
Dee Thornton	8595	15 Sep 25	Legionella Risk Assessment	574.80	0.00	574.80	29 Sep 25	BP
EE	156200	13 Oct 25	Clerk Mobile	20.66	4.13	24.79	21 Oct 25	DD
Greatfield Nurseries	5	11 Sep 25	Play Area Fence Post / Topsoil	28.88	5.79	34.67	10 Oct 25	BP
HMRC	n/a	29 Sep 25	Tax & NI - September	571.25	0.00	571.25	29 Sep 25	BP
Inception	4002963	15 Sep 25	August / September Printing	32.78	6.56	39.34	20 Oct 25	DD
Initial	356030094	17 Sep 25	JCH Toilet Roll	65.87	13.17	79.04	10 Oct 25	BP
John O'Conner	123107	15 Sep 25	September Grounds Maintenance	955.73	191.14	1,146.87	29 Sep 25	BP
J Rouse	10934	30 Sep 25	Paint for Spring Horse	5.82	1.17	6.99	10 Oct 25	BP
Lloyds Bank	n/a	26 Sep 25	Charge Card Fees	3.00	0.00	3.00	10 Oct 25	DD
Master Land and Planning	25002/2B1	22 Sep 25	N Plan Stage 2B Steps 2 & 3	2,727.00	545.40	3,272.40	10 Oct 25	BP
Microshade	363516	01 Sep 25	Monthly Hosting Fees	150.32	30.06	180.38	29 Sep 25	BP
Microshade	3574	01 Oct 25	Monthly Hosting Fees	150.32	30.06	180.38	28 Oct 25	BP
Minuteman Press	21809	29 Sep 25	N. Plan Poster Printing	108.00	21.60	129.60	10 Oct 25	BP
Nest Pension	n/a	30 Sep 25	Sept Clerk Pension	85.95	0.00	85.95	09 Oct 25	DD
Nest Pension	n/a	27 Oct 25	Oct Clerk Pension	63.05	0.00	63.05	27 Oct 25	DD
Open Spaces Society	47	16 Sep 25	Training - Cllr Hill-Wheeler	95.00	0.00	95.00	29 Sep 25	BP
Peninsula	5227132	08 Oct 25	HR	106.64	20.14	126.78	08 Oct 25	DD
PKF	SB20251084	26 Aug 25	External Audit Fees	420.00	84.00	504.00	29 Sep 25	BP
RBL Poppy Appeal	n/a	14 Oct 25	Donation	25.00	0.00	25.00	20 Oct 25	CHQ
RBL Poppy Shop	2285484	03 Oct 25	Poppy Wreath	20.41	4.08	24.49	03 Oct 25	CC
Safety Signs & Notices	104972	06 Oct 25	JCH Fire Exit Signs	13.64	2.73	16.37	06 Oct 25	CC
Staff	n/a	30 Sep 25	Staff Salaries - September	2,233.10	0.00	2,233.10	30 Sep 25	BP
Three Business Services	44055	13 Sep 25	September Staff SIM Contracts	9.10	1.82	10.92	14 Oct 25	DD
Toolstation	349479	26 Aug 25	Replacement Shower Heads	13.30	2.66	15.96	10 Oct 25	BP
TVWS	13639	29 Sep 25	JCH Legionella Works	550.00	110.00	660.00	10 Oct 25	BP

Unity Trust Bank	100-1	31 Aug 25	Account Fees & Charges	10.35	0.00	10.35	30 Sep 25	DD
Unity Trust Bank	101-1	30 Sep 25	Account Fees & Charges	11.85	0.00	11.85	31 Oct 25	DD
Wellers	836675	29 Sep 25	Legal Fees to 26 Sept	1,050.00	210.00	1,260.00	28 Oct 25	BP
Wiltshire Council	n/a	01 Oct 25	Business Rates	99.00	0.00	99.00	01 Oct 25	DD
Expenditure				11,205.47	1,436.21	12,641.68		

Payments for Approval

Greatfield Nurseries	26	08 Oct 25	Top Soil for Play Area	7.90	1.58	9.48		
J Rouse	17439	23 Oct 25	Boot Brushes / Gate Hinges	24.79	24.79	29.75		
Michael's Workwear	914821	23 Oct 25	Handyman Boots / Tshirts	45.41	9.08	54.49		
Wiltshire Council	92051907	14 Oct 25	Election Fees	530.00	0.00	530.00		
				608.10	35.45	623.72		

LMPC Income Summary 2025-2026 Received 30/9/2025

Category	Amount	
Cemetery Burials	£541.00	
Exclusive Rights	£1,361.00	
Cemetery Memorials	£214.00	
Cricket	£3,652.50	
Defra	£784.92	
Field and Hall Hire	£249.50	
Football	£4,478.00	
Lydiard Plain Rental	£1,000.00	
Grants		
PSDF Income	£1,550.22	
Wayleave	£12.00	
Total	£13,843.14	
Precept	£67,055.00	
Vat Refund 24/25	£10,612.39	
Total		

Lydiard Millicent Parish Council

Bank - Cash and Investment Reconciliation as at 30 September 2025

Confirmed Bank & Investment Balances

Bank Statement Balances

30/09/2025	The Public Sector Deposit Fund	71,287.22
30/09/2025	Unity Bank **873	46,257.78
30/09/2025	Lloyds Charge Card	0.00

117,545.00

Receipts not on Bank Statement

0.00

Closing Balance

117,545.00

All Cash & Bank Accounts

2	The Public Sector Deposit Fund	71,287.22
3	Unity Bank	46,257.78
5	Lloyds Charge Card	0.00

Other Cash & Bank Balances

0.00

Total Cash & Bank Balances

117,545.00

Members are requested to NOTE the report and CONSIDER the recommendations.

Training

The Clerk would like to join an SLCC webinar on VAT: The Basics and Making VAT digital to better understand the Council's requirements in relation to VAT on its services. The cost is £30 + VAT.

The Administrator and Handyman completed a Basic Health and Safety course in May 2023 and December 2023 respectively. This should be taken every 2 years and is £21 + VAT per person.

The Administrator has not been asked to complete a Health and Safety for Home Workers course but does often work from home when practical to do so. This course is £30 + VAT.

Recommendation

Members to APPROVE an expenditure of £102 + VAT for the following courses:

- SLCC VAT webinar (Clerk)
- Basic Health and Safety (Administrator and Handyman)
- Health and Safety for Home Workers (Administrator)

Costs to be met from Training budget.

JCH Calorifier Valves

At the last meeting, Members were advised that the calorifiers (hot water tanks) at the Jubilee Club House could not be de-scaled due to the drainage valves being seized. It is believed that the washers need replacing and a quote has been received to do this work. Until the plumber commences the work however, it is not known whether or not it can be done without having to drain both tanks. The quotes received are as below:

Replace washers without the need to drain both tanks - £120 (no VAT payable)

Replace washers with the need to drain both tanks - £280 (no VAT payable)

Recommendation

Members to APPROVE a maximum expenditure of £280 to replace hot water tank valve washers. Costs to be met from EMR 323 JCH Repairs.

2026-2027 Budget

Work has commenced on the 2026-2027 budget ahead of a first draft being put to Council in December's meeting. It is at this time that the Council should consider its priorities for the forthcoming year for them to be budgeted for, if appropriate.

Recommendation

Members are requested to CONSIDER the Council's priorities for 2026-2027 for inclusion in the budget.

Hayley Graham
October 2025

06/10/2025

10:07

Lydiard Millicent Parish Council

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Summary Income & Expenditure by Budget Heading 30/09/2025

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 General Administration	Income	68,617	70,317	1,700			97.6%
	Expenditure	27,073	52,185	25,112		25,112	51.9%
	Net Income over Expenditure	41,544	18,132	(23,412)			
	plus Transfer from EMR	0	0	0			
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	41,544	18,132	(23,412)			
102 Grants	Expenditure	700	750	50		50	93.3%
201 Cemetery	Income	2,116	3,500	1,384			60.5%
	Expenditure	728	1,278	550		550	57.0%
	Movement to/(from) Gen Reserve	1,388					
301 Recreation Field & JCH	Income	250	500	251			49.9%
	Expenditure	14,263	19,910	5,647		5,647	71.6%
	Net Income over Expenditure	(14,013)	(19,410)	(5,397)			
	plus Transfer from EMR	1,214	0	(1,214)			
	Movement to/(from) Gen Reserve	(12,799)	(19,410)	(6,611)			
303 Play Area	Expenditure	67	1,964	1,897		1,897	3.4%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	(67)	(1,964)	(1,897)			
304 Cricket	Income	3,653	3,150	(503)			116.0%
	Expenditure	2,027	2,451	424		424	82.7%
	Movement to/(from) Gen Reserve	1,626					
305 Football	Income	4,478	8,250	3,772			54.3%
	Expenditure	0	2,428	2,428		2,428	0.0%
	Movement to/(from) Gen Reserve	4,478					
401 Highways & Open Spaces	Income	0	1,540	1,540			0.0%
	Expenditure	1,773	5,835	4,062		4,062	30.4%
	Net Income over Expenditure	(1,773)	(4,295)	(2,522)			
	plus Transfer from EMR	685	0	(685)			
	Movement to/(from) Gen Reserve	(1,088)	(4,295)	(3,207)			
501 Lydiard Plain	Income	1,785	1,784	(1)			100.1%
	Expenditure	408	350	(58)		(58)	116.7%
	Net Income over Expenditure	1,377	1,434	57			
	plus Transfer from EMR	250	0	(250)			
	Movement to/(from) Gen Reserve	1,627	1,434	(193)			
702 Neighbourhood Plan	Income	0	7,110	7,110			0.0%
	Expenditure	2,890	0	(2,890)		(2,890)	0.0%
	Movement to/(from) Gen Reserve	(2,890)					

Continued over page

Summary Income & Expenditure by Budget Heading 30/09/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	80,898	96,151	15,253			84.1%
Expenditure	49,929	87,151	37,222	0	37,222	57.3%
Net Income over Expenditure	<u>30,969</u>	<u>9,000</u>	<u>(21,969)</u>			
plus Transfer from EMR	2,149	0	(2,149)			
less Transfer to EMR	0	0	0			
Movement to/(from) Gen Reserve	<u>33,118</u>	<u>9,000</u>	<u>(24,118)</u>			

Detailed Income & Expenditure by Budget Heading 30/09/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 General Administration							
1000 Precept	67,055	67,055	0			100.0%	
1015 Interest	1,550	3,250	1,700			47.7%	
1020 Other	12	12	0			100.0%	
General Administration :- Income	68,617	70,317	1,700			97.6%	0
4000 Staff Salary	11,965	27,160	15,195		15,195	44.1%	
4001 Mileage	50	70	20		20	72.0%	
4006 Telephones / Broadband	375	790	415		415	47.5%	
4007 Tax & NI	2,819	2,854	35		35	98.8%	
4008 Home Working Allowance	108	216	108		108	50.0%	
4010 Training / Conferences	926	1,500	574		574	61.7%	
4011 Subscriptions	667	870	203		203	76.6%	
4012 Books & Journals	0	50	50		50	0.0%	
4014 Non Salary	122	0	(122)		(122)	0.0%	
4020 Chairman - Expenses	0	100	100		100	0.0%	
4021 Refreshments	22	25	3		3	86.4%	
4022 Office Equipment	0	500	500		500	0.0%	
4032 Printing and Lease	268	500	232		232	53.5%	
4034 Postage	14	30	16		16	47.2%	
4035 Stationery Sundries	3	200	197		197	1.5%	
4036 Advertising & Parish Magazine	0	375	375		375	0.0%	
4051 Audit Fees	930	930	0		0	100.0%	
4052 Insurance	1,778	1,620	(158)		(158)	109.7%	
4053 Web Hosting & Domain Name	1,483	1,830	347		347	81.0%	
4054 Legal Fees	3,515	1,750	(1,765)		(1,765)	200.9%	
4055 Professional Fees	898	9,160	8,262		8,262	9.8%	
4057 Bank Service Charges	80	200	120		120	40.0%	
4064 Software Packages	493	555	62		62	88.8%	
4065 Events	510	850	340		340	60.0%	
4071 Registrations / Licences	47	50	3		3	94.0%	
General Administration :- Indirect Expenditure	27,073	52,185	25,112	0	25,112	51.9%	0
Net Income over Expenditure	41,544	18,132	(23,412)				
102 Grants							
4136 Grants & Donations	700	750	50		50	93.3%	
Grants :- Indirect Expenditure	700	750	50	0	50	93.3%	0
Net Expenditure	(700)	(750)	(50)				

Detailed Income & Expenditure by Budget Heading 30/09/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
201 Cemetery							
1011 Grants of Right	1,361	1,000	(361)			136.1%	
1012 Interments	541	1,500	959			36.1%	
1013 Memorials	214	1,000	786			21.4%	
Cemetery :- Income	2,116	3,500	1,384			60.5%	0
4003 Water	36	65	29		29	56.1%	
4101 Grass Cutting	356	424	68		68	84.0%	
4105 Parish Maintenance	236	500	264		264	47.1%	
4111 Tree / Hedge Works	0	289	289		289	0.0%	
4142 Cemetery Services	100	0	(100)		(100)	0.0%	
Cemetery :- Indirect Expenditure	728	1,278	550	0	550	57.0%	0
Net Income over Expenditure	1,388	2,222	834				
301 Recreation Field & JCH							
1007 Hire	250	500	251			49.9%	
Recreation Field & JCH :- Income	250	500	251			49.9%	0
4002 Business Rates etc	590	1,250	660		660	47.2%	
4003 Water	1,109	930	(179)		(179)	119.2%	
4004 Electricity	445	1,180	735		735	37.7%	
4005 Gas	975	1,700	725		725	57.4%	
4009 CCTV	0	635	635		635	0.0%	
4070 Inspections	575	550	(25)		(25)	104.5%	
4101 Grass Cutting	5,518	4,728	(790)		(790)	116.7%	
4105 Parish Maintenance	303	635	332		332	47.7%	
4111 Tree / Hedge Works	0	292	292		292	0.0%	
4120 JCH - Cleaning	2,612	5,360	2,748		2,748	48.7%	
4121 Janitorial Supplies	0	1,400	1,400		1,400	0.0%	
4122 Building Maintenance	2,138	1,000	(1,138)		(1,138)	213.8%	1,214
4124 Handyman Requirements	0	250	250		250	0.0%	
Recreation Field & JCH :- Indirect Expenditure	14,263	19,910	5,647	0	5,647	71.6%	1,214
Net Income over Expenditure	(14,013)	(19,410)	(5,397)				
6000 plus Transfer from EMR	1,214	0	(1,214)				
Movement to/(from) Gen Reserve	(12,799)	(19,410)	(6,611)				
303 Play Area							
4070 Inspections	0	150	150		150	0.0%	
4101 Grass Cutting	0	314	314		314	0.0%	

Detailed Income & Expenditure by Budget Heading 30/09/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4130 Play Equipment - New	0	1,000	1,000		1,000	0.0%	
4131 Play Equipment - Maintenance	67	500	433		433	13.3%	
Play Area :- Indirect Expenditure	67	1,964	1,897	0	1,897	3.4%	0
Net Expenditure	(67)	(1,964)	(1,897)				
304 Cricket							
1007 Hire	3,653	3,150	(503)			116.0%	
Cricket :- Income	3,653	3,150	(503)			116.0%	0
4101 Grass Cutting	0	701	701		701	0.0%	
4312 Maintenance of Cricket Square	2,027	1,750	(277)		(277)	115.8%	
Cricket :- Indirect Expenditure	2,027	2,451	424	0	424	82.7%	0
Net Income over Expenditure	1,626	699	(927)				
305 Football							
1007 Hire	4,478	8,250	3,772			54.3%	
Football :- Income	4,478	8,250	3,772			54.3%	0
4101 Grass Cutting	0	1,751	1,751		1,751	0.0%	
4126 Pitch Marking	0	677	677		677	0.0%	
Football :- Indirect Expenditure	0	2,428	2,428	0	2,428	0.0%	0
Net Income over Expenditure	4,478	5,822	1,344				
401 Highways & Open Spaces							
4141 Rental Community Field	0	1,540	1,540			0.0%	
Highways & Open Spaces :- Income	0	1,540	1,540			0.0%	0
4100 Equipment & Repairs	0	100	100		100	0.0%	
4101 Grass Cutting	816	1,120	304		304	72.9%	
4105 Parish Maintenance	0	2,000	2,000		2,000	0.0%	
4106 Bus Shelter Cleaning	0	165	165		165	0.0%	
4109 Street Furniture - New	0	200	200		200	0.0%	
4111 Tree / Hedge Works	0	500	500		500	0.0%	
4127 Holborn Footpath	250	250	0		0	100.0%	
4129 Community Field	704	1,000	296		296	70.4%	685
4139 Lydiard Green	0	500	500		500	0.0%	
4140 Speed Indicator Devices SIDS	3	0	(3)		(3)	0.0%	
Highways & Open Spaces :- Indirect Expenditure	1,773	5,835	4,062	0	4,062	30.4%	685
Net Income over Expenditure	(1,773)	(4,295)	(2,522)				
6000 plus Transfer from EMR	685	0	(685)				
Movement to/(from) Gen Reserve	(1,088)	(4,295)	(3,207)				

Detailed Income & Expenditure by Budget Heading 30/09/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
501 Lydiard Plain							
1002 Rental	1,000	1,000	0			100.0%	
1003 Grants	785	784	(1)			100.1%	
Lydiard Plain :- Income	<u>1,785</u>	<u>1,784</u>	<u>(1)</u>			<u>100.1%</u>	<u>0</u>
4055 Professional Fees	158	350	192		192	45.2%	
4105 Parish Maintenance	250	0	(250)		(250)	0.0%	250
Lydiard Plain :- Indirect Expenditure	<u>408</u>	<u>350</u>	<u>(58)</u>	<u>0</u>	<u>(58)</u>	<u>116.7%</u>	<u>250</u>
Net Income over Expenditure	<u>1,377</u>	<u>1,434</u>	<u>57</u>				
6000 plus Transfer from EMR	250	0	(250)				
Movement to/(from) Gen Reserve	<u>1,627</u>	<u>1,434</u>	<u>(193)</u>				
702 Neighbourhood Plan							
1003 Grants	0	7,110	7,110			0.0%	
Neighbourhood Plan :- Income	<u>0</u>	<u>7,110</u>	<u>7,110</u>			<u>0.0%</u>	<u>0</u>
4055 Professional Fees	2,890	0	(2,890)		(2,890)	0.0%	
Neighbourhood Plan :- Indirect Expenditure	<u>2,890</u>	<u>0</u>	<u>(2,890)</u>	<u>0</u>	<u>(2,890)</u>		<u>0</u>
Net Income over Expenditure	<u>(2,890)</u>	<u>7,110</u>	<u>10,000</u>				
Grand Totals:- Income	80,898	96,151	15,253			84.1%	
Expenditure	49,929	87,151	37,222	0	37,222	57.3%	
Net Income over Expenditure	<u>30,969</u>	<u>9,000</u>	<u>(21,969)</u>				
plus Transfer from EMR	2,149	0	(2,149)				
Movement to/(from) Gen Reserve	<u>33,118</u>	<u>9,000</u>	<u>(24,118)</u>				

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR Footpaths	4,702.41		4,702.41
321 EMR Handyman Equipment	1,499.83		1,499.83
322 EMR Highways - LHFIG	5,970.40	0.00	5,970.40
323 EMR JCH Repairs	1,592.07	-1,214.49	377.58
324 EMR Office Equipment	2,397.49		2,397.49
325 EMR Parish Projects	3,371.00	-935.00	2,436.00
326 EMR St Furniture/Play Equipment	3,157.00		3,157.00
327 EMR War Memorial Clock ONLY	5,732.49		5,732.49
328 EMR Election Fees	1,150.00		1,150.00
330 EMR CIL	5,085.43		5,085.43
	34,658.12	-2,149.49	32,508.63



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Your Ref: PL/2022/00239

Our Ref: APP/Y3940/W/25/3359751

Development Services
Wiltshire Council
Development Services
County Hall
Trowbridge
BA14 8JF

30 September 2025

Dear Sir/Madam,

Town and Country Planning Act 1990

Appeal by Mr Paul Varey

Site Address: Land east of Restrop Road, Lydiard Green, Swindon, Wiltshire,
SN5 3LP

Outcome

I enclose a copy of our Inspector's decision on the above appeal(s).

Thank you for your cooperation and patience while we reviewed your case and all relevant documentation.

What Next?

Please note that the Planning Inspectorate cannot change or revoke the outcome of the attached decision as only the High Court can quash this decision. The Planning Inspectorate is not the administrative body for High Court challenges. If you would like more information on the strictly enforced deadline for challenging a decision or a copy of the form for lodging a challenge, please get in touch with the administrative court on 02079476655.

Support

If you have any questions about how we handled the appeal(s), please use our [customer contact form](https://contact-us.planninginspectorate.gov.uk/hc/en-gb/requests/new) / <https://contact-us.planninginspectorate.gov.uk/hc/en-gb/requests/new> , or call us on 0303 444 5000. Our customer service phone line is open between 09:00 and 16:00, Monday through Friday (closed on weekends and public holidays).

If you do not have Internet access, please write to the customer quality team at the address above.

Feedback

We are committed to improving the quality of our service and experience for our customers.

Please take a few minutes to give your feedback via the short survey. As stated in our customer charter, we will learn from our mistakes and work to improve how we do things.

[Your feedback makes us better](https://forms.office.com/e/nLDD4REWgf) / <https://forms.office.com/e/nLDD4REWgf>

Thank you in advance for taking the time to provide us with valuable feedback.

Yours sincerely,

Jasmine Rogers

Jasmine Rogers

<https://www.gov.uk/government/publications/planning-inspectorate-privacy-notice>

Where applicable, you can use the internet to submit documents, to see information and to check the progress of cases through GOV.UK. The address of the search page is - <https://www.gov.uk/appeal-planning-inspectorate>



Appeal Decision

Hearing held on 16 July 2025

Site visit made on 16 July 2025

by Matthew Jones BA(Hons) MA MRTPI

an Inspector appointed by the Secretary of State

Decision date: 30 September 2025

Appeal Ref: APP/Y3940/W/25/3359751

Land east of Restrop Road, Lydiard Green, Swindon, Wiltshire, SN5 3LP

- The appeal is made under section 78 of the Town and Country Planning Act 1990 (as amended) against a refusal to grant [outline] planning permission.
 - The appeal is made by Mr Paul Varey against the decision of Wiltshire Council.
 - The application Ref is PL/2022/00239.
 - The development proposed is change of use of land to use as a residential caravan site for 12 gypsy families, each with two caravans including no more than one static caravan, together with laying of hardstanding, construction of driveway and installation of package sewage treatment plant.
-

Decision

1. The appeal is dismissed.

Procedural Matter

2. It is common ground between the main parties that the prospective future residents of the site are Romani Gypsies. I proceeded on that basis.

Main Issues

3. The main issues are:
 - the effect of the proposal on the character and appearance of the area;
 - the effect of the proposal on highway safety;
 - whether or not suitable foul drainage would be achieved;
 - the effect of the proposal on biodiversity, with reference to protected species;
 - the question of the need for and supply of gypsy / traveller sites; and,
 - the personal circumstances of future site residents.

Reasons

Character and appearance

4. The appeal site comprises a fairly large, open field of grass pasture bound by a mixture of trees, somewhat gappy hedging, and post and rail fencing. It is in the open countryside on the northeast corner of Greatfield Crossroads, which forms the junction of Restrop Road, Greathills, Lydiard Green and Greenhill. The latter three roads take their names from hamlets they lead to close by to the south, east and

west respectively. The site has an existing access at its southwest corner, onto Restrop Road, directly adjacent to a bus stop served by a small shelter.

5. The area around the site is rural but notable for this close-knit series of hamlets. It is in the County Landscape Character Area 8A 'Swindon-Lyneham Limestone Ridge' which is in part characterised by peaceful fields of open pasture bound by trees and hedgerows. The appeal site is highly reflective of this character area in these respects. It is prominent at the crossroads with its open southwest corner allowing views across the site to the tree clump which marks its northeast corner.
6. The site would not dominate nor promote coalescence between the local hamlets. Whilst it is very close to Lydiard Green, there is limited intervisibility between the site and the settlement and so they feel separate. There are swathes of intervening countryside between the site and Greathills and Green Hill. Given also that gypsy and traveller sites tend to have a specific, self-contained appearance, the proposal would actually conform to the prevailing pattern of residential development in the area insofar as it would read as a small and distinct inhabited place in its own right.
7. I also accept that traveller sites are common in the countryside, can be an integral part of its character, and that owing to higher land values in urban areas, more sites will need to come forward in the countryside to meet the need for sites generally. Given that around 40% of Wiltshire comprises three National Landscapes, sites that come forward are likely to be in the undesignated open countryside such as this. Nonetheless, given the intense scale and density of the proposal, and the likely extent of parked vehicles and domestic paraphernalia around the pitches, the openness of the pasture and its grass landcover would be highly compromised.
8. Augmentation of the boundary hedgerows with suitable, indigenous species would offer a degree of enhancement and a contribution to the Great Western Community Forest. However, the new areas of planting would also compound the critical loss of openness. Given the public prominence of the site from the surrounding highway network, the considerable loss of open pasture and grassland landcover would lead the proposal to have significant harmful landscape and visual effects in my view.
9. Consequently, I conclude that the proposal would have an unacceptable effect on the character and appearance of the area. It would conflict with the relevant visual and landscape aims of Policies CP47, CP51 and CP57 of the Wiltshire Core Strategy (adopted 2015) (the WCS). It would also conflict with the National Planning Policy Framework (the Framework) and the Planning Policy for Travellers Sites (the PPTS) insofar as they require gypsy and traveller development to be environmentally sustainable and for decisions to contribute to and enhance the natural and local environment.

Highway safety

10. Restrop Road is under the national speed limit to the north but changes to a 30mph zone adjacent the existing site access. It is a rural secondary distributor road, and traffic is fast moving to the north. However, the settlements and examples of ribbon development in the area promote a place function just as much as a movement function around the appeal site. Given such, the Manual for Streets 1 and 2, rather than the Design Manual for Roads and Bridges, provide the appropriate technical standards upon which to assess the proposed access arrangement.

11. The altered site access would provide a new bell mouth, truncated at the north adjacent the bus stop area, and splays offering 77m and 74m visibility to the north and south respectively. The appellant's speed survey identifies the 85th percentile speeds in these respective directions as 37.5mph and 38.5mph. These figures pass a sense check, given the location of the site access at the point of change from 30mph to the national speed limit, and correlate with my own observations at the site visit. Accepting this data, the splays would sit well within the requirement for 59m splays espoused by Manual for Streets 1 and 2, albeit this figure relates to 37mph speeds, just shy of the speeds recorded here.
12. There are dips in Restrop Road to the north and south. However, whilst this does partially limit the visibility of oncoming vehicles, this is not to such an extent that vehicles disappear, or one is unaware they are approaching. Whilst there is one documented personal injury collision at the adjacent junction recorded in 2017, and local knowledge and photographs of unreported incidents, the level of evidence does not indicate a manifest safety issue in this location. Other incidents occurred further away along Lydiard Green and so lack relevance to the proposed access.
13. Even If these incidents did suggest an issue with the existing junction, this would not necessarily indicate an issue with the proposed access. It has not been clearly articulated why the proximity between the proposed access and the crossroads would result in conflict between the two. Rather, at the hearing it was explained by the appellant's highway expert that there is little evidence that relationships such as that proposed here between the access and junction pose an inherent safety risk. This position is reflected in Paragraph 9.2.1 of the Manual for Streets 2.
14. The enhanced access would necessitate the translocation of an existing 30mph sign, currently aside the access, further to the south. The give way line leaving Lydiard Green at the Greatfield Crossroads is in a position where, even with the road sign moved, it would not unacceptably inhibit northward visibility for vehicles. In terms of network capacity, increased traffic resulting from the development is likely to be very modest within the context of a busy secondary distributor road and so would not in and of itself cause any substantive highway safety issue.
15. As for the relationship to the bus stop, Restrop Road is narrow at this point and a concrete hardstand on the opposite side adds a further constraint. Vehicles towing caravans leaving the site and turning north would at the very least come very close to overstepping the access onto the area where pedestrians likely congregate waiting for a bus. However, both drivers of the vehicles and any pedestrians would be aware of this relationship, and the actual movement of towed caravans from the site would be infrequent. In my view, with drivers taking typical amounts of care and due attention, the movement could be carried out without significant conflict arising.
16. Accordingly, I conclude on this issue that the proposal would have an acceptable effect on highway safety. It would accord with the highway safety aims of Policies CP47 and CP61 of the WCS, the Framework and the PPTS.

Foul drainage

17. Part iii of Policy CP47 of the WCS refers to whether a site can be properly supplied with essential services, such as sewerage and drainage. The PPTS and Paragraph 135 of the Framework respectively refer to the health and well-being of gypsies and travellers and other people affected by development.

18. As there is no available foul sewer connection nearby, a package treatment plant is proposed, with cleaned effluent intended to be discharged to a drainage field. In such circumstances, the Planning Practice Guidance advises that schemes should be supported by sufficient information to understand the potential implications for the water environment.
19. Whilst I do not doubt that the underlying limestone can support infiltration generally, the necessary extent and location of the drainage field is not established. The surface water drainage strategy put forward also relies on ground infiltration and the drawings show it would likely take up the lion's share of space on site. I am further mindful that the site generally slopes towards the northeast corner. Siting foul drainage fields directly underneath some of the pitches probably would be unsuitable from a health and wellbeing perspective. I am not aware of any suitable alternative land within the control of the appellant where the effluent drainage field could be sited. On the evidence before me, therefore, I am not satisfied that the foul drainage strategy put forward for the site can actually be physically accommodated.
20. An appeal decision is put to me at a site in Buckinghamshire. Whilst the Inspector was content to impose a condition requiring further details of the foul drainage, in doing so they identified a significant area of open space within the control of the appellant, which allayed concerns about the deliverability of the strategy.
21. Whilst I accept that a condition would ultimately provide control to prevent development until a strategy had been agreed, such a condition must first pass the test of reasonableness. As I am unable to conclude that the foul drainage strategy is actually feasible on or off the site, a condition requiring the details of that strategy after permission is granted would fail this test and so cannot be imposed.
22. My conclusion follows on this issue that suitable foul drainage would not be achieved. In this respect the scheme would conflict with the relevant environmental and related health and well-being requirements of Policy CP47 of the WCS, the PPTS and Paragraph 135 of the Framework.

Biodiversity, with reference to protected species

23. The Government's statutory Biodiversity Net Gain requirement does not apply to this scheme. Policy CP50 of the WCS does, however, expect development to provide no net loss to the local biodiversity resource.
24. The development would remove and/or compromise the semi-improved grassland habitat within the appeal site. On the other hand, the scheme provides an opportunity to retain and manage undeveloped margins around the edge of the site, with new mixed native species planting, including new trees and hedgerows offering late nectar sources and winter fruits. Given such, I am satisfied that, with a condition securing the finer details, no net loss of local biodiversity resources would result from the development.
25. That being said, Policy CP50 also seeks schemes to protect specific features of nature conservation value. The pasture across the site offers potential habitat for the Great Crested Newt (GCN). The site is also inside an area with main population centres for GCN and important connecting habitats which aid the natural dispersal of GCN. Furthermore, the site is within 250m of, and has connectivity to, three ponds. Whilst the ponds are of poor to average value for GCN, the above factors make it a reasonable prospect that GCN is on the appeal site.

26. Whilst a preliminary ecological appraisal of the site has been undertaken, there is a lack of substantive survey work to demonstrate that this is not the case. In the absence of such, the presence of GCN cannot be ruled out, particularly given that the grassland was not close cropped but appeared long and unmanaged on my site visit. If GCN is on site, the development of the grassland habitat would likely cause harm to the favourable conservation status of this protected species.
27. The 06/2005 Government Circular: Biodiversity and Geological Conservation - Statutory Obligations and their Impact within the Planning System makes clear that it is essential that the presence or otherwise of protected species, and the extent that they may be affected by a development, is established before permission is granted, otherwise all relevant considerations may not have been addressed. This is also, therefore, a matter which should not be left to a planning condition.
28. For the above reasons, there is insufficient information before me to conclude that the proposal would not have an unacceptable effect on biodiversity, with reference to protected species, specifically GCN. This leads me to conclude that the proposal would conflict with the relevant ecological and environmental aims of Policies CP47 and CP50 of the WCS, the PPTS and the Framework.

The need for and supply of gypsy and traveller sites

29. The PPTS requires Local Planning Authorities to make their own assessment of the need for gypsy and traveller sites, to set pitch targets for travellers which address the likely needs, and to identify a supply of specific deliverable sites sufficient to provide a 5-year supply of sites against their locally set targets.
30. The Wiltshire Gypsy and Traveller Accommodation Assessment (GTAA), (June 2024) estimates a need for of an additional 299 permanent gypsy and traveller pitches in Wiltshire from now until at least 2038. This is substantially more than that set out by Policy CP47.
31. Subsequent changes to the PPTS include the broadening of the definition of gypsies and travellers to encompass everyone with a cultural tradition of nomadism or living in a caravan. The level of unmet need is therefore likely to be even higher than that as established by the GTAA. This attracts substantial weight, as does the contribution that the scheme would make to addressing this unmet need, in a location with adequate access to services and facilities.
32. The Council has no five-year supply of sites. The intention was for allocations to be identified by the emerging Gypsies and Travellers Development Plan Document (the eDPD), but the adoption of the eDPD has stalled, and given the changes to the PPTS, is unlikely to happen any time soon. Even if the DPD is adopted, the quantum of sites it will allocate is beholden to a 'call for sites' exercise and other constraints, such as the extent of the aforementioned National Landscapes, and the amount of Wiltshire that is at risk of flooding. It is therefore doubtful at this stage whether the level of unmet need will be reflected in the allocations even if adoption of the eDPD comes to pass. This matter attracts substantial weight in its own right.
33. The issues the Council is having with the DPD are indicative of a wider record of policy failure. The Council has never allocated sites for gypsies and travellers and so has never met the needs of the gypsy and traveller community. The concept of policy failure therefore also attracts significant weight in favour of the appeal.

Personal circumstances

34. The Public Sector Equality Duty (PSED) requires that when carrying out its functions a public authority must foster good relations between persons who share a relevant protected characteristic and persons who do not. That authority has a duty to eliminate discrimination, harassment, and victimisation, and also a duty to advance equality of opportunity between those persons who share a relevant protected characteristic and those who do not.
35. The Human Rights Act establishes a right to respect for one's private and family life, home and correspondence. Article 3 of the United Nations Convention on the Rights of the Child requires a child's best interests to be a primary consideration, and no other consideration must be regarded as more important or given greater weight.
36. The prospective residents of the site were well represented in number and orally at the hearing. Each pitch, bar one, would be occupied by people with tangible familial links to one another, and there would be four generations of one specific family on the site. Where family ties are not present the individuals have travelled with the group for a long time and so in effect are part and parcel of the wider family unit. Providing a shared settled base for the group would help to facilitate the traditional and nomadic gypsy and traveller way of life.
37. Within the group is an elderly individual with health conditions cared for by a family member who lives very close to the site. Living here would optimise the individual's care. There are also up to seventeen children. All but one of the families intending to live on the site are facing an existence which can at best be described as unlawful in planning terms, with most currently 'doubling up' on overcrowded pitches elsewhere. In all the cases this existence has been highly disruptive and has hampered access to health care and education. In some cases, children have not had access to a state education at all, despite their parents' best intentions.
38. Overcrowded pitches are also at heightened risk of fire and the spread of fire. I am mindful that the prospective site residents have endured these circumstances while patiently awaiting the outcome of first the planning application and now this appeal.
39. The Council accepts that there are no suitable, affordable alternative sites for these people to resort to. As such, the logical outcome of the dismissal of this appeal would be the prolonging of the current circumstances residents face, which is in planning terms akin to a roadside existence. Such an existence has become even more challenging following the introduction of the Police, Crime and Sentencing Act 2020, which has made unauthorised camping by a single caravan a criminal offence, with potential penalties including confiscation of the family home and imprisonment.
40. These personal circumstances attract substantial weight in my decision. In particular, it is in the best interests of the children that the site provides a settled base from which they can thrive, with stable access to healthcare and education. This is a primary consideration in favour of the appeal.

Other Matters

41. The Council is also concerned that inadequate outdoor space, especially child's play space, would be provided on the site. Whilst there is limited communal open

space within the proposed layout, each pitch would have amenity space that people could use. Given the way in which gypsy and traveller sites are communally used, with children visiting different pitches to play with friends and family, I am satisfied that adequate residential amenity and play areas are provided within the scheme.

Planning Balance

42. Given the harms I have identified above, in particular the conflict with Policy CP47 of the WCS, the proposal conflicts with the development plan when read as a whole.
43. The Council's lack of a five-year supply of gypsy and traveller sites engages Paragraph 11 d) of the Framework. It states that in such circumstances permission should be granted unless the application of policies in the Framework that protect areas or assets of particular importance provides a strong reason for refusing the development. As that is not the case here, Paragraph 11 d) ii) then provides that permission should be granted unless any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in the Framework taken as a whole, having particular regard to key, referenced policies.
44. I have already set out the significant and powerful considerations in favour of allowing this appeal. I am especially mindful of the personal circumstances before me and the effect that dismissing this appeal is likely to have.
45. However, the potential harm to a protected species is also a compelling consideration. Critically, given the onus the PPTS and the Framework place on the wellbeing of both gypsies and travellers and the settled community, the unresolved implications of a substandard foul drainage scheme for both site residents and neighbouring residents are significant. Future site residents, including children, are entitled to expect a settled base which adequately supports their health and wellbeing. Given also the harm to the character and appearance of the area, the balance of considerations leads me to find that the adverse impacts of granting permission would significantly and demonstrably outweigh the benefits.
46. A permanent permission is not therefore appropriate. A temporary permission would time limit the landscape and visual harm but would not resolve the issue of the foul drainage. Any harm to GCN would arise even in relation to a temporary development. The same holds true for the prospect of a personal permission.
47. Consequently, the other considerations before me do not indicate that I should make my decision other than in accordance with the development plan. In reaching this view I have carefully considered the Human Rights issues that are pertinent, and I have had due regard to the PSED. However, the protection of the public interest cannot be achieved by means which are less interfering of the prospective resident's rights and I consider that dismissing the appeal is both proportionate and necessary in this case.

Conclusion

48. For the reasons given above the appeal should be dismissed.

Matthew Jones
INSPECTOR

APPEARANCES

FOR THE APPELLANT:

Marc Willers KC	Counsel, instructed by Philip Brown
Philip Brown	Agent
Alan Dales	Highway Expert
Dean Smith	Prospective Resident
Rocky Taylor	Prospective Resident
Mark Stevens	Prospective Resident

FOR THE LOCAL PLANNING AUTHORITY:

Adrian Walker	Planning Manager
David Millinship	Senior Planning Officer
Mark Goodwin	Senior Landscape Officer
Ian Fry	Senior Highway Officer

INTERESTED PERSONS

Cllr Andrew Matthews	Wiltshire Council
Cllr Mel Allsop	Lydiard Millicent Parish Council
Cllr Sarah Hill Wheeler	Lydiard Millicent Parish Council
Jensen Hill	Local Resident
James Stubbs	Local Resident
Carol Morris	Local Resident
James Buckland	Local Resident
Stacey Buckland	Local Resident

DOCUMENTS SUBMITTED DURING OR AFTER THE HEARING

Enforcement Notice and particulars related to adjacent site
Design Manual for Roads and Bridges extract
Potential highway condition
Potential personal condition

23.204 Footpath Working Group

The hedging that denotes Lydiard Green and the neighbouring farmland has gaps in places. There is no right of access onto this private land at any of these points. There are three pillboxes on/surrounding the Green, only one of which is on the Village Green itself. Once the information boards have been put in situ, it is possible that members of the public may try and access the private land area. Members RESOLVED to spend up to £1000 to plant new hedging and replacement trees, met from Ear Marked Reserves set aside for Footpaths/Lydiard Green. UPDATE: New hedging has been planted by the Working Group. Replacement tree species next to be identified.

25.77 Fire Risk Assessment

Members RESOLVED to purchase the following items at a maximum cost of £232 ex. VAT:

- Fire exit signage
- Carbon dioxide fire extinguisher
- Evacuation mattress / sledge

UPDATE: Carbon dioxide extinguisher is due for installation on 6 November. Fire exit signage is now in place.

PQT 2 October – Common Platt Defibrillator

A resident asked for the Council to consider installing a defibrillator in Common Platt as the nearest ones are some distance away (Peatmoor and Lydiard Millicent village). The Council agreed that the Clerk should explore this including approaching Purton PC as a possible joint venture. UPDATE: Purton Parish Council considered the proposal in their meeting held on 13 Oct but they do not have funding to support a defibrillator in Common Platt at this time. The Clerk will explore grant funding opportunities.

CQT 2 October – Hedges overgrowing The Street

Councillor Allsop highlighted that at the point of the traffic calming chicane at the bottom of The Street, hedges are overgrown and as a result, traffic is having to mount the pavement to give passing cars enough space. The Clerk will speak to Highways to establish the process for allowing works to resident hedges on highways. UPDATE: Highways have advised a road closure would be necessary at a cost of £1,850 to the residents. There are currently no utility works planned in this area requiring the road to be closed to be able to carry the work out under an already planned closure.

25.98i – Royal British Legion Donation

Members resolved to raise a cheque to the value of £25.00 for the Royal British Legion Poppy Appeal and to purchase a new remembrance wreath. UPDATE: Cheque has been received by RBL and wreath has also been delivered. Recommendation to CLOSE this item.

25.102b – Jubilee Club House Play Area

Members approved an expenditure of £150.00 for play area wood chip. UPDATE: Wood chip received and has been laid. Recommendation to CLOSE this item.

25.102c – Jubilee Club House Play Area

Members agreed to decommission the spring horse with the Clerk to put replacement costs to the Council.

25.108c – eScooter Use at the Recreation Field and Play Area

Members RESOLVED that the Clerk should contact Wiltshire Police to agree the best course of action. UPDATE: The Clerk has spoken to the Detective Inspector at RWB Town's Neighbourhood Policing Team (NPT) who reported an e-scooter had recently been seized in Lydiard Millicent and recommended the best course of action is to report any issues experienced in the future to the NPT who can visit the Recreation Field at appropriate times. Recommendation to CLOSE this item.

Dear Members

Following a parish information survey circulated between 8 September – 7 October, and consideration of relevant factors, at its meeting today the Electoral Review Committee of Wiltshire Council agreed areas to be included in its next Community Governance Review.

A Community Governance Review is a process to provide opportunity to review and make changes to governance arrangements for cities, towns, and parish councils and parish areas. Some past information can be found at [Community Governance Reviews - Wiltshire Council](#).

The Committee resolved to review all the parishes within the Royal Wootton Bassett & Cricklade, Marlborough, and Devizes Area Boards. The review will take place approximately between November 2025 and July 2026.

This does not mean that there will be changes made to your parish's boundaries or arrangements. However, it means the arrangements will be reviewed to ensure they align to the statutory criteria for reviews, namely that they reflect the identity and interest of local communities, and that they are as efficient and effective in their governance as can be.

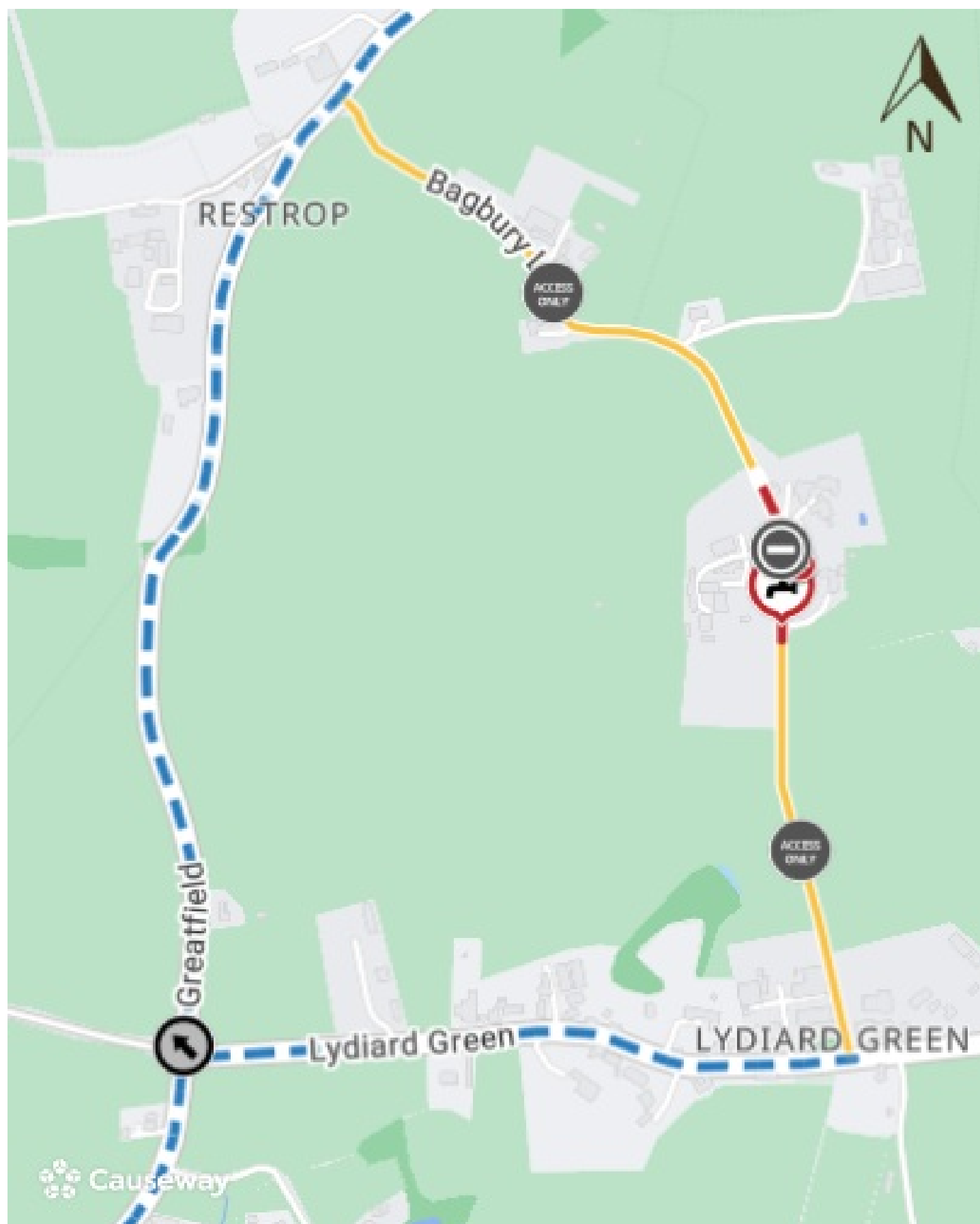
Your parish will be kept updated and involved with the process, and if the Committee makes any recommendations for changes, these will be consulted upon publicly.

More information will follow when the review is formally launched sometime next month, and we will also seek further information from you, for example whether there are any suggestions or comments you wish the Committee to consider during the review.

Yours

Lisa Alexander
Senior Democratic Services Officer
Legal, Democracy, and Governance

Indicative Plan : Bagbury Lane, Purton and Lydiard Millicent



New Bus Stop Infrastructure Funding and Emerging Processes for Requests Briefing Note No. 25-07

Service: *Passenger Transport Unit*
Further Enquiries to: Jason Salter
Date Prepared: 26/09/2025
Email: jason.salter@wiltshire.gov.uk

Background

There are approximately 4000 bus stops in Wiltshire, with most being marked by the presence of a flag and pole; at approximately 800 of these bus stops there is also a bus stop shelter.

Particularly in Wiltshire's rural areas, many bus stops are unmarked, or there is a marked stop one side of the road with a stop available on both sides. A small number of bus stops and shelters are located on roads that belong to National Highways and, in some locations, the shelters are maintained by town or parish councils. In Salisbury there are also a number of shelters (which contain advertising) that are owned/maintained by a third party.

At present Wiltshire Council does not routinely supply and maintain bus stop flags. Some of those in place in the county belong to bus service operators, who have also supplied and installed them, these may have the service details of bus routes supplied by the bus operator.

Until recently there was no formal budget or maintenance programme for Wiltshire Council's bus stop infrastructure (BSI), other than to make safe or remove when damaged. This has led to a degradation in the quality of BSI over the years and an inconsistent and incomplete BSI asset records held by Wiltshire Council.

There has been limited 'ad hoc' funding allocated over previous years to repair or replace BSI, and requests for new BSI have been directed via the Local Highway and Footway Improvement Group (LHFIG), a sub group of each Community Area Board, to be assessed and prioritised alongside other local requests.

Following confirmation of the [DfT Bus Grant to Local Transport Authorities 2025 to 2026 allocation](#) it has been possible to commence work to establish a programme of maintenance and improvements to BSI provision across the county, a need identified through Wiltshire Council [Bus Service Improvement Plan](#) (BSIP) and set out in the [Wiltshire Council Enhanced Partnership Plan and Scheme](#).

The use of the bus grant funding to commence this programme was approved by [Wiltshire's Enhanced Partnership](#) Board in March 2025 and by [the Cabinet Member for Highways, Streetscene and Flooding in July 2025](#).

The programme of BSI improvements has two key themes, firstly establishing robust asset records and secondly procurement of a supplier to implement identified BSI workstreams.

Establishing a Register of BSI Assets

Bus Stop Shelter Asset and Condition Register: Between November 2024 and April 2025, a condition survey was undertaken based on previous bus stop shelter location records. The condition surveys indicates that around half of the shelters are in a generally acceptable condition with the other half requiring maintenance and repair. At time of survey if any safety critical defects were found these are in the process of being made safe.

Bus Stop Shelter Ownership: The next stage is for the ownership/maintenance responsibility for each bus stop shelter to be confirmed. This will entail liaison with town and parish councils to identify the number of shelters they own and/or maintain. Based on previous records it is currently estimated around 60% of bus shelters belong to Wiltshire Council, 32% Parish Councils, 7% Town Councils and approximately 1% belong to others, such as the MOD.

Other BSI Condition and Ownership: Where a bus stop does not appear on the bus stop shelter asset register there may be other infrastructure (e.g. flag, pole and timetable case) that requires maintenance or is missing entirely. At present approximately 300 bus stops are recorded as requiring remedial works, however it is anticipated the actual number of bus stops needing maintenance and repair is a lot higher.

Procurement of BSI Supply, Installation and Maintenance

We have commenced work to allow a procurement process to enable implementation of the work detailed above . The timescales for this procurement, at the time of writing, are set out in the table below.

July 2025	Programme Funding Secured
July 2025	Market Engagement
August – October 2025	Procurement Documentation Preparation
October – November 2025	Procurement Competition Live
November - December 2025	Tender Evaluation & Moderation
December 2025	Seek Cabinet Approval to Award Contract
February 2026	Finalise and Award Contract

Existing and New Reports and Requests for BSI

From the survey work to date, we already have accumulated a high volume of identified bus stop improvements. We will review new requests/reports received through this programme and, if accepted, they will be added to our database, then prioritised and programmed in accordance with the Wiltshire BSIP.

BSI reports and requests should be submitted via the dedicated mailbox for this programme: - Bus.Stops@wiltshire.gov.uk. This supersedes the previous process for local BSI requests, via the LHFIG, and outstanding LHFIG BSI requests will be reviewed under the new process.

Until the procurement process is concluded in Spring 2026, we are unable to progress any requests at this time, other than those reports with safety implications which will be addressed and made safe in the short term.

It is anticipated also that, for some reports/requests made through this programme there will be a need for additional design and engineering works to ensure safety and accessibility is included for the bus stop, and so these projects will require a longer timescale to address than others through the programme.

Gypsies and Travellers DPD – Update and Call for Sites

Briefing Note No. 25-08

Service:

Further Enquiries to:

Date Prepared:

Direct Line:

Strategic Planning

Nic Thomas, Director of Planning, Economy and Regeneration

October 2025

(01225) 713283

Nic.Thomas@wiltshire.gov.uk

Introduction

1. Local authorities are required by national planning policy to plan for the needs of all groups within the community, including travellers. To this end, the council is preparing a Gypsies and Travellers Development Plan Document (DPD) to meet the identified accommodation needs of Gypsies and Travellers, and travelling showpeople, through allocation of sites. This includes existing sites proposed for intensification, new permanent sites and temporary/transit sites.
2. A pre-submission consultation on the DPD took place between August and October 2024. It resulted in approximately 650 responses that were summarised in the council's Regulation 22 statement. Respondents commented mainly on the greenfield sites for Gypsies and Travellers that were proposed for allocation in the draft DPD¹.
3. On 4 February 2025, Wiltshire Council's Cabinet recommended to Full Council to submit the draft DPD to the Secretary of State for independent examination. Full Council subsequently decided to defer debate of this item to an unspecified date². As a result, the DPD was not submitted under the transitional arrangements that applied to plans prepared in accordance with the National Planning Policy Framework (NPPF) and Planning Policy for Traveller Sites (PPTS) dated December 2023.
4. The DPD is now being reviewed in light of new national planning policy, which was published in December 2024, and to take more time to consider responses to the consultation. An internal Project Board has been convened, and meets

¹ [https://cms.wiltshire.gov.uk/documents/s235494/Appendix%20%20-%20Gypsies and Travellers Regulation 22 Statement Full Council Version.pdf](https://cms.wiltshire.gov.uk/documents/s235494/Appendix%20%20-%20Gypsies%20and%20Travellers%20Regulation%2022%20Statement%20Full%20Council%20Version.pdf)

² <https://www.wiltshire.gov.uk/news/gypsy-and-traveller-development-plan-to-be-deferred-from-full-council-agenda>

regularly to oversee the process. The board includes elected councillors from all groups, and senior council officers.

Accommodation Need

5. In December 2024, the Government published a revised [Planning Policy for Traveller Sites](#) (PPTS). Annex 1 to the PPTS includes a revised planning definition of Gypsies and Travellers. This definition is more flexible than previous versions and includes all ethnic travellers, irrespective of whether they live a nomadic life. The new definition is consistent with recent case law.
6. The council is updating the recent Gypsies and Travellers Accommodation Assessment (Opinion Research Services, 2024) to reflect the change in the planning definition. While the exact numbers cannot be anticipated at this stage, it is likely that the pitch target for the plan period will increase as more travellers in Wiltshire now meet the revised definition.

Reviewing land supply

7. A higher pitch target means that sufficient land needs to be allocated in the DPD to ensure a minimum of five year's supply of deliverable sites in accordance with the PPTS (paragraph 10). It will be necessary to demonstrate that all reasonable options have been exhausted to source more land, in the interest of having a robust evidence base that shapes the DPD before it is put forward for public consultation.
8. To achieve this, a focused 'call for sites' has begun to encourage submission of land to the plan process. This includes:
 - Direct engagement with the traveller community through leaflet drop, survey tools, and outreach workers.
 - Advertising the 'call for sites' to parish and town councils via the council's newsletter, to encourage submission of land within their areas.
 - Contacting landowners that submitted their land to the council's Strategic Housing and Employment Land Availability Assessment.
 - Contacting other public stakeholders regarding any surplus land.
 - Contacting respondents to the public consultation in 2024.
9. Further to this, a robust review will be undertaken of all available council owned land, and greenfield sites proposed for allocation in the 2024 consultation, in response to consultation responses submitted by local communities.
10. A review of unauthorised sites will be undertaken to understand potential for supply from this source through regularisation or grant of planning permissions (including appeals).
11. Lastly, the grant of planning permissions for new traveller sites is monitored to have a full picture of supply coming forward via this route.

Public consultation

12. A new timetable has been published in the September 2025 Local Development Scheme. It envisages further public consultation in the second quarter of 2026, with DPD submission anticipated for the end of 2026.

WILTSHIRE COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE COUNTY OF WILTSHIRE (VARIOUS ROADS, LYDIARD TREGOZE AND
LYDIARD MILLICENT) (30MPH SPEED LIMIT) ORDER 2025**

The Council of the County of Wiltshire in exercise of its powers under Section 82, 83, 84 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 (hereinafter referred to as “the Act”) as amended and of all other enabling powers and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the Act hereby makes the following Order:-

1. The County of Wiltshire (Various Roads, Lydiard Tregoze and Lydiard Millicent) (30mph Speed Limit) Order 2006 is hereby revoked.
2. No person shall drive any vehicle at a speed exceeding 30 miles per hour on the lengths of road specified in the Schedule to this Order.
3. No speed limit imposed by this Order applies to vehicles falling within Regulation 3(4) of the Road Traffic Exemptions (Special Forces) (Variation and Amendment) Regulations 2011 when used in accordance with Regulation 3(5) of those Regulations.
4. This Order shall come into operation on xxxxxxxx 2025 and may be cited as The County of Wiltshire (Various Roads, Lydiard Tregoze and Lydiard Millicent) (30mph Speed Limit) Order 2025.

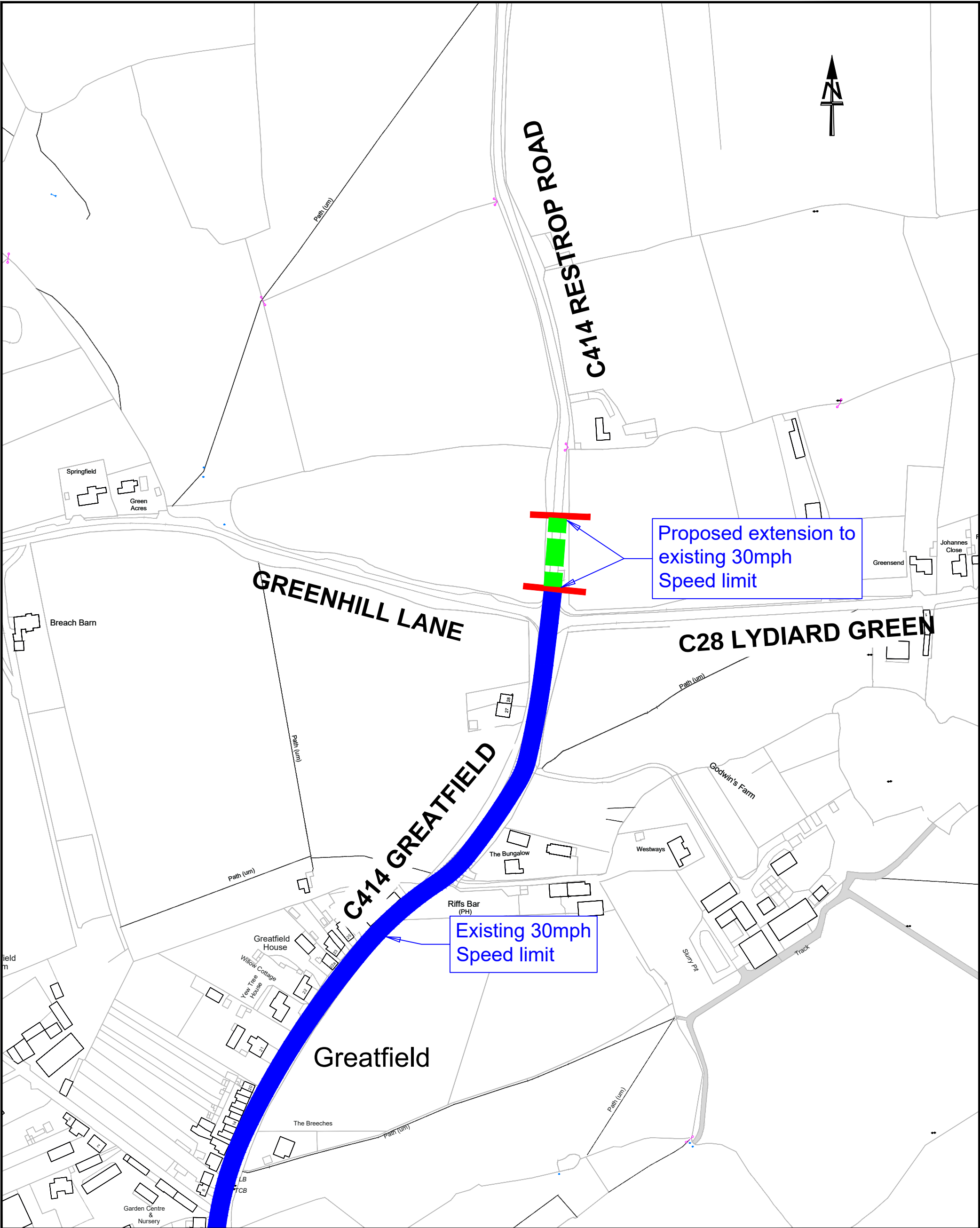
SCHEDULE

**Lengths of Road in The Parishes of Lydiard Tregoze and Lydiard Millicent
Subject to 30mph Speed Limit**

<u>Road</u>	<u>Description</u>
C28 The Street, Lydiard Millicent	From its junction with the C414 to a point approximately 150 metres east of that junction
C35 Hook Street, Lydiard Tregoze	From its junction with the C414 to a point 113 metres south east of its junction with Footpath 35
C128 Flaxlands Road, Lydiard Tregoze	From its junction with the C414 to a point 150 north west of that junction

C414	From a point 70 metres north of its junction with C28 The Street and UC 078601 Greenhill Lane, Lydiard Millicent to a point 30 metres south of its junction with Dianmer Close, Lydiard Tregoze
Bolingbroke Close, Lydiard Tregoze	The complete length
Dianmer Close, Lydiard Tregoze	The complete length
Drury Close, Lydiard Tregoze	The complete length
Greenhill Lane, Lydiard Millicent	The complete length
The Meadows, Lydiard Tregoze	The complete length

THE COMMON SEAL of
WILTSHIRE COUNCIL was
hereunto affixed this
xx day of xxxxxxxx 2025
in the presence of:-



NOTES:

EXISTING 30MPH SPEED RESTRICTION

PROPOSED EXTENSION OF 30MPH SPEED RESTRICTION

Wiltshire Council

Traffic Engineering Team

County Hall, Bythesea Road, Trowbridge
Wiltshire, BA14 8JD

Tel: 0300 4560100
Website: www.wiltshire.gov.uk

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Wiltshire Council (100049050) 2025

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O	24/07/25	MJR	DMT	GTR	ORIGINAL
REV	DATE	DRAWN	CHECK	APPRV	DESCRIPTION
DRAWING PURPOSE:					
CONSULTATION					

PROJECT:			
RWB & CRICKLADE LHF IG C414 RESTROP ROAD (GREENHILL CROSSROADS)			
DRAWING TITLE:			
PROPOSED EXTENTION OF 30MPH SPEED LIMIT			
SCALES:	NOT TO SCALE	SHEET SIZE:	A3
DRAWING No.	2025-012-MR-GREATFIELD-0001	REVISION:	0
FILE REF:			

WILTSHIRE COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

1. THE COUNTY OF WILTSHIRE (VARIOUS ROADS, LYDIARD TREGOZE AND LYDIARD MILLICENT) (30MPH SPEED LIMIT) ORDER 2025
2. THE COUNTY OF WILTSHIRE (C415 BROAD TOWN ROAD, BROAD TOWN) (40MPH SPEED LIMIT) ORDER 2025
3. THE COUNTY OF WILTSHIRE (C415 BROAD TOWN ROAD/MARLBOROUGH ROAD, ROYAL WOOTTON BASSETT AND BROAD TOWN) (50MPH SPEED LIMIT) ORDER 2025
4. THE COUNTY OF WILTSHIRE (VARIOUS ROADS, BROAD HINTON) (50MPH SPEED LIMIT) ORDER 2025

NOTICE IS HEREBY GIVEN THAT Wiltshire Council proposes to make the above Order under the Road Traffic Regulation Act 1984 the effect of which will be as follows:

Order 1

To revoke The County of Wiltshire (Various Roads, Lydiard Tregoze and Lydiard Millicent) (30mph Speed Limit) Order 2006, re-enact it in the above Order 1 and to introduce a **30mph speed limit** on **C414, Lydiard Millicent** – from a point 20 metres north of its junction with C28 The Street and UC 078601 Greenhill Lane to a point 70 metres north of that junction

Order 2

To introduce a **40mph speed limit** on **C415 Broad Town Road, Broad Town** – from a point 182 metres north of its junction with Tynning Farm Road (Cotmarsh) to a point 83 metres north west of its junction with Broadacres

Order 3

To introduce a **50mph speed limit** on **C415 Broad Town Road/Marlborough Road** – from a point 24 metres south east of its junction to Lanes Farm, Royal Wootton Bassett to a point 182 metres north of its junction with Tynning Farm Road (Cotmarsh), Broad Town

Order 4

To revoke The County of Wiltshire (Various Roads, Broad Hinton) (50mph Speed Limit) Order 2014, to re-enact it in the above Order 4 and to introduce a **50mph speed limit** on **A4361, Broad Hinton** – from a point 132 metres north east of its junction with C121 (road leading to Uffcott) in a north easterly direction to the Wiltshire county boundary with Swindon.

Copies of the draft Orders, plans and Statement of the Council's Reasons for proposing to make the Orders may be inspected at the offices of Wiltshire Council, County Hall, Bythesea Road, Trowbridge during normal office hours. Details of the proposed scheme may be seen at Royal Wootton Bassett Library, Borough Fields, Royal Wootton Bassett between the hours of 10am – 7pm Monday, 9.30am – 7pm Wednesday, 9.30am – 5pm Thursday and Friday and 9.30am – 4pm Saturday until 24th November 2025. Documents can also be viewed online at <https://www.wiltshire.gov.uk/troconsultations>

Comments on the proposal together with the reasons for which they are made should be sent in writing to reach Highways Assets and Commissioning, by email to

TrafficOrderConsultations@wiltshire.gov.uk or via the website by 24th November 2025 quoting reference HKB/TRO/BTOW.

Highways Assets and Commissioning, County Hall, Bythesea Road TROWBRIDGE
BA14 8JN

23rd October 2025

WILTSHIRE COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

1. **THE COUNTY OF WILTSHIRE (VARUOUS ROADS, LYDIARD TREGOZE AND LYDIARD MILLICENT) (30MPH SPEED LIMIT) ORDER 2025**
2. **THE COUNTY OF WILTSHIRE (C415 BROAD TOWN ROAD, BROAD TOWN) (40MPH SPEED LIMIT) ORDER 2025**
3. **THE COUNTY OF WILTSHIRE (C415 BROAD TOWN ROAD/MARLBOROUGH ROAD, ROYAL WOOTTON BASSETT AND BROAD TOWN) (50MPH SPEED LIMIT) ORDER 2025**
4. **THE COUNTY OF WILTSHIRE (VARIOUS ROADS, BROAD HINTON) (50MPH SPEED LIMIT) ORDER 2025**

Statement of Wiltshire Council's reasons for proposing to make the Orders

In the interest of highway safety.

Order 1

The current location of the 30mph speed limit terminal often results in vehicles entering the crossroads junction with Lydiard Green and Greenhill at higher speeds, where visibility from the side roads is limited. This increases the risk of collisions and reduces safety for all road users. Extending the 30mph limit further north would improve driver awareness and encourage lower speeds through the junction, enhancing safety and reduce the likelihood of conflict with side road traffic.

Orders 2, 3 and 4

A reduction in the proposed speed limit aims to improve conditions for all road users, including drivers, cyclists, pedestrians, and equestrians. Rural roads often present limited forward visibility and a range of hazards such as junctions, farm vehicles, wildlife, and vulnerable road users. The route has seen an increase in pedestrians and equestrians, placing them at greater risk of conflict with motor vehicles. Lowering the speed limit can help mitigate these risks, reduce noise pollution, and lessen environmental impact—contributing to a safer, calmer, and more pleasant rural environment.

Members are requested to:

- NOTE this report
- CONSIDER the recommendations for fees from April 2026 – March 2027

Jubilee Club House

At present, there are no regular bookers for JCH. There have been 4 casual bookings in this financial year to date which are as follows:

- 2 x children's parties for non-residents
- 2 x per hour bookings for residents

Regular users of the premises / car park for field events do, and will continue to take priority over ad-hoc bookings.

In 2025-26 the rates are:

Location	Residents	Non-residents
Main Room & Toilets (per hr)	8.50	16.50
As above with Kitchen (per hr)	12.50	18.50
Children's Parties (5h) - All Facilities	51.50	62.00

Comparison with other venues (based on main room, toilets and kitchen per hour)

Venue	Residents	Non-residents
Jubilee Club House	12.50	18.50
Lydiard Millicent Parish Hall	15.00	18.00
Hook Village Hall	13.00	18.00
Purton Millennium Hall	22.00	26.00

It is important to note that each of the venues compared above are larger in size and offer more comprehensive kitchen facilities.

Recommendation

To APPROVE the below proposed rates for 2026-2027:

Location	Residents	Change	Non-residents	Change
Main Room & Toilets (per hr)	8.50	No change	16.50	No change
As above with Kitchen (per hr)	12.50	No change	18.50	No change
Children's Parties (5h) - All Facilities	54.00	3.6% increase in line with CPI	70.00	£8 increase

The proposed increase to non-resident children's parties rates is based on comparing alternative venues costs for 5 hours (£90)

Field Hire

This year, the recreation field (with no access to JCH) has been available for hire around regular user bookings at a rate of £20 per hour (£30 for non-residents), although to date, no per hour bookings have been received.

Due to the football pitch at Purton being unavailable earlier in the year, a local youth football camp was in need of a venue in school holidays. Working with the manager of LMJFC, it was possible to accommodate several days of camps over various school holidays generating an income of £589.50 year to date.

There are few comparable spaces locally to benchmark against:

Venue	Residents	Non-residents
South Swindon Parish Council Open Spaces (per hr)	30.00 (ex. VAT)	60.00 (ex. VAT)
Purton Play Close Open Space (per event)	68.00	71.00

Recommendation

To APPROVE keeping the field hire fee at the same level of £20 for residents and £30 for non-residents for 2026 – 2027.

To APPROVE the introduction of a daily field hire fee of £75 for residents and non-residents for 2026-2027.

Football

The recreation field is used by Lydiard Millicent Juniors Football Club (all year).

Current fees are £40 - £45 per match and have remained the same for several years, since at least 2021-2022. It is difficult to benchmark costs, but it would appear that fees are mid-market. The only directly attributable costs are pitch marking and grass cutting but it is important to note that pitch maintenance fees increase in line with the Consumer Price Index (CPI) each year.

Indirect costs are admin, use of JCH facilities (toilets and minimal shower usage, JCH cleaning).

Activity	Current Fees
Training	50.00
Mini	40.00
Senior	45.00

Football	Full year 24/25
Income	9,104
Direct Expenditure (pitch marking and grass cutting)	2,425
Net income	6,679

Recommendation

To APPROVE the below proposed rates for 2026-2027:

Activity	New Fees	Increase
Training	55.00	10%
Mini	45.00	12.5%
Senior	50.00	11%

Cricket

Recreation field users are currently Swindon CC, Lydiard Millicent CC and Monahans CC from beginning May – end August.

- For the 2021 season, fees were increased by 25% following a review that indicated cricket was running at a significant loss.
- For the 2022 season, fees were kept the same.
- For the 2023 season, fees were increased by 6%.
- For the 2024 season, fees were kept the same.

Indirect costs are admin, watering of the cricket square, use of JCH facilities (toilets and showers) and JCH cleaning.

In August 2025, the Council incurred an expenditure of £350.00 (ex. VAT) for the application of a herbicide and fertilizer to the cricket square due to deteriorating grass conditions which is included in the direct costs below. In addition, this year to date, the Council has seen a significant increase in expenditure on water driven by 2 factors:

- the cricket square needed watering frequently due to the exceptionally dry conditions of the summer
- a significant increase in supply costs due to the PR24 pricing review which took effect from 1 April 2025.

Water expenditure for the first 6 months of 2024 and the first 6 months of 2025 is as follows:

Apr – Sept 2024	Apr – Sept 2025
451	1,109

Cricket	Actual 2025
Income	3,653
Direct Costs	2,727*
Net Income	926*

* an additional pitch maintenance invoice is yet to be received, approx. £100.

Weekend Rate	£132.50	No. of Games	17
Weekday Rate	£100.00	No. of Games	14

Benchmarking is difficult for cricket with other venues fees less than that of the Parish Council for inferior facilities with others fees higher with superior facilities. Nonetheless, the Council must make sure that the rental of the facilities do not run at a loss.

Recommendation

To APPROVE the below proposed rates for 2026/2027:

Weekend Rate	£146.00
Weekday Rate	£110.00

Lydiard Plain

Currently Lydiard Plain is rented out at a fee of £1,000 per year. In previous years, the Parish Council has received a payment from the Rural Payments Agency under the Basic Payment Scheme (BPS) although this is being phased out and will stop altogether in 2027. Any payment in 2026 is not guaranteed, and the Council's land agent is not yet able to calculate what the payment could be but is expected to be just a couple of hundred pounds.

There is another land scheme which Lydiard Plain may be eligible for, but the Council's land agent is unable to advise without their professional fees charged, or confirm the number of hours this investigation would take for them to complete. As an aside, the Council may wish to include a provision for these fees in the 2026/2027 budget.

Last year, the Council agreed hold fees at £1,000.

Recommendation

To APPROVE the fix of fees at £1,000.

Members are requested to NOTE this report and:

- CONSIDER the fees change recommendation
- CONSIDER the cemetery regulations change recommendation

Cemetery Fees

Background

Space in the cemetery is becoming limited. There are currently approx. 34 burial plots and 25 cremated remains plots available for purchase (these numbers will be confirmed once the migration of burial records to our cemetery management system has been completed).

In the 2024/2025 financial year there were:

- 7 full burial plots purchased
- 1 cremated remains plots purchased

Fees for 2025/2026 are as follows:

Description	Cost
Full Burials	
Grant of Exclusive Rights – 80 yrs	345.50
Interment over 18 years	325.50
Cremated Remains	
Grant of Exclusive Rights – 80 yrs	236.00
Interment over 18 years	220.50
Interment in Full Grave	220.50
Memorials	
Right to Erect a Headstone or Flat Memorial	195.00
Replacement	131.50
Additional Inscription	110.50
Cleaning/Re-leading and Repairs	110.50
Search of burial records Initial period – up to 1 hour	35.00
Each additional 30 mins	25.00
Copy of information found	1.50 per copy
Copy of Register Information (When full information supplied)	1.50 per copy
Copy of Deeds	10.00
Transfer of Deeds	35.00

Purton Parish Council's fees for 2026 have not yet been determined, but from May 2025 have been as follows:

Service	Cost
Full burial plot pre-purchase	240
Cremated remains plot pre-purchase	145
Full burial interment	420
Cremated remains interment (inc. grave digging)	350
Right to erect a memorial	190
Additional inscription	74
Replacement	74

Royal Wootton Bassett Town Council have resolved to quadruple its plot pre-purchase fees from April 2026, and as such its fees will be as follows:

Service	Cost
Full burial plot pre-purchase	1,600
Cremated remains plot pre-purchase	1,000
Full burial interment	450
Cremated remains interment	150
Right to erect a memorial	250
Additional inscription	120
Replacement	100

Recommendation

Members to APPROVE the revised cemetery fees:

Description	Cost 2025-2026	Cost 2026-2027
Full Burials		
Grant of Exclusive Rights – 80 yrs	345.50	360.00
Interment over 18 years	325.50	340.00
Cremated Remains		
Grant of Exclusive Rights – 80 yrs	236.00	245.00
Interment over 18 years	220.50	230.00
Interment in Full Grave	220.50	230.00
Memorials		
Right to Erect a Headstone or Flat Memorial	195.00	205
Replacement	131.50	135.00
Additional Inscription	110.50	115.00
Cleaning/Re-leading and Repairs	110.50	115.00
Search of burial records		
Initial period – up to 1 hour	35.00	35.00
Each additional 30 mins	25.00	25.00
Copy of information found	1.50 per copy	1.50 per copy
Copy of Register Information (When full information supplied)	1.50 per copy	1.50 per copy
Copy of Deeds	10.00	10.00
Transfer of Deeds	35.00	40.00

Cemetery Regulations

Data gathered by the Institute of Cemetery and Crematorium Management (ICCM) shows that the majority of burial authorities in the UK grant exclusive rights of burial for 50 years with the aim of easing pressure on cemetery space.

Recommendation

Members to APPROVE reducing the length of time Exclusive Rights of Burial are granted for from 80 to 50 years.

Hayley Graham
October 2025

Members are requested to NOTE the correspondence and CONSIDER instructing the Clerk to investigate feasibility.

Background

The Clerk has received the following email from a resident:

“Dear Parish Council,

I hope this message finds you well. I am writing to propose a small but meaningful improvement to the existing concrete steps that lead out of Lydiard Millicent, connecting to the cycle route into Swindon.

For many years, my family and I – as regular cyclists – have found it challenging to lift our bikes up the steps at Holborn when exiting the village (I am aware this is footpath and cyclist should dismount). This difficulty increases when carrying rucksacks or when children are involved, and I'm sure others in the community have faced similar frustrations.

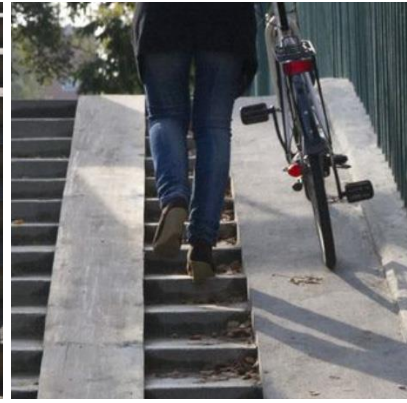
I would like to suggest the installation of a simple concrete or metal bicycle trough (also known as a wheel ramp or channel) alongside the existing steps. This would allow cyclists to guide their bikes up or down the steps with ease, without having to lift them. I believe this would be a cost-effective and practical solution that could benefit a wide range of residents and promote more sustainable travel in and out of the village.

I regret not bringing this idea forward sooner, as it would have made life considerably easier for my family and I over the years. However, I did cycle out of the village recently and was reminded of this. I've included a photograph of the current steps in question, as well as examples of similar solutions seen elsewhere so you can see the type of addition I am suggesting.

I would be very grateful if the Parish Council could consider this proposal in an upcoming meeting and I would be happy to discuss it further if needs be.

Thank you for your time and consideration. I look forward to hearing from you.





Hayley Graham
October 2025

Members are requested to NOTE the correspondence received and CONSIDER facilitating a community training session.

I'd like to introduce Wiltshire and Bath Air Ambulance Charity's Aware+ programme to you.

We recognise the importance that awareness and lifesaving skills can have on a casualty's chances of survival, so our aim is to educate the community and provide them with the knowledge to confidently manage a medical emergency prior to the arrival of an ambulance.

Our community sessions, available for town and parish councils, cover topics including the recovery position, CPR, defibrillators, choking and bleeding. The 60-90-minute-long sessions are a hands-on opportunity to learn skills that could be used in an emergency situation.

Sessions are offered at a cost of £100.

Please see below link to our website for further information.

[Home | Wiltshire and Bath Air Ambulance Charity](#)

Costs could be met from the events budget.

Hayley Graham
October 2025

Members are requested to CONSIDER the request

I am a member of Royal Wootton Bassett & District Rotary Club and we would like to make a request to Lydiard Millicent Parish Council to plant Rotary Purple Giant Crocuses in the grass verges in the area next to Lydiard Millicent Church. The crocuses would be planted in the grass verges to the left and right of the large flower boxes. No crocuses would be planted in front or between the boxes. The crocus corms will be planted in November and are a spring flowering variety. The aim is to have a crocus display in the spring that helps bring awareness to the Global Polio Eradication Initiative that Rotary International is a core member of.

As a core Member of the Global Polio Eradication Initiative, Rotary International is a key donor and has partnered with the Bill Gates Foundation who match the monies raised by Rotary on a 1:2 basis. The Initiative started in 1988 when there were 350,000 annual cases of wild polio in 125 countries. Since then the number of cases have been reduced by 99.9%. In 2024, only Afghanistan and Pakistan remained as polio endemic countries with less than 100 cases between them.

Rotary Clubs plant Purple Crocuses to raise community awareness of the global campaign to eradicate polio. In 1985 Rotary International made the decision to immunise the world's children against polio. The purple crocus is the official symbol for the Purple4Polio mass vaccination campaign. The children receiving the polio vaccination have a purple stamp placed on their little left finger.

Details of the request are,

1. Purple Giant Crocuses will be planted. Crocus corms have been purchased by Rotary International from a registered grower.
2. Requested location is the grass verges to the left and right of the large flower boxes next to the church. No crocuses will be planted in front or between the large flower boxes.
3. The planting would be done in November 2025 by Members of the Rotary Club.
4. Small holes will be made using a fork and the crocuses planted.
5. Flowering will be in spring 2026.
6. Once the crocuses have finished flowering, the leaves should be left uncut until they die down naturally. Your group maintenance company will decide on this.

Thank you for your help

Best Regards

Rotary Club of Royal Wootton Bassett and District