

LYDIARD MILLICENT PARISH COUNCIL MEETING
2 April 2026
held at the Jubilee Club House, Lydiard Millicent
at 19:00 hrs

Councillors Present:

S Westwood, Chairman L Bamsey D Coffey G Griffiths
M Allsop, Vice Chairman S Hill-Wheeler L Roberts J Sprules

Others in Attendance: 5 members of the public and Wiltshire Councillor Andrew Matthews

Meeting Clerk: Hayley Graham

Public / Councillor Question Time

There were no public or Councillor questions.

MINUTES

25.208 Apologies for Absence

Apologies were RECEIVED from Councillors Neighbour and Selwood.

25.209 Declarations of Interest and Dispensation Requests

The following declarations of interest were made:

Name	Min Ref	Type	Nature of Interest	Action
Cllr Allsop	25.215j	Non-Pecuniary	PL/2025/09044 – application for a neighbouring property	Did not take part in discussions and did not vote
Cllr Coffey	25.215j	Non-Pecuniary	PL/2025/09044 – application for a neighbouring property	Did not take part in discussions and did not vote
Cllr Griffiths	25.215f	Non-Pecuniary	PL/2026/01525 – application for a neighbouring property	Took part in discussions, did not vote

25.210 Chairman's Announcements

The Chairman wished all a very happy Easter.

25.211 Minutes

Members CONSIDERED the minutes of the Parish Meeting held on 5 March 2026. The minutes of the meeting were ADOPTED as a true record and signed by the Chairman.

25.212 Co-Option of New Councillor

Members CONSIDERED applications from two candidates. Both candidates were proposed and seconded before the matter was put to the vote. By majority, Members RESOLVED that Stephen Trowbridge be co-opted onto the Parish Council with immediate effect. The Declaration of Acceptance of Office was signed by the newly elected Councillor and witnessed by the Clerk, and the Chairman invited Councillor Trowbridge to join the meeting.

25.213 Wiltshire Councillor Update

Wiltshire Councillor Matthews agreed that there is some confusion relating to the outcome of the Electoral Review Committee on 26 March and the potential impacts on the parish of Lydiard Millicent. Wiltshire Councillor Matthews agreed to seek clarification directly from the committee and advise the Clerk.

A consultation is now open in relation to a location for a new Household Recycling Centre (HRC). There has been much conversation online about the inclusion of the Marlborough Road depot in Royal Wootton Bassett but Wiltshire Councillor Matthews clarified that as it is a Wiltshire Council owned site, it would be remiss for it to be omitted.

A further consultation is open relating to charges imposed in Wiltshire Council owned car parks.

Many potholes around the county have recently been repaired and this work will continue.

Finally, Wiltshire Councillor Matthews wished all a happy Easter.

25.214 **Financial Accounts**

- a. Members NOTED the Payments List reference "Finance Report 2 April 2026 – Expenditure" attached as Appendix 7a in the amount of £10,424.17 (ex. VAT).
- b. Members APPROVED payments reference "Finance Report 2 April 2026 – Payments for Approval" attached as Appendix 7a in the amount of £220.83 (ex. VAT).
- c. Members NOTED the Income Report to 28 February 2026 reference "Finance Report 2 April 2026 – Income Summary" attached as Appendix 7a in the amount of £98,667.94.
- d. Members APPROVED the Cash and Investment Reconciliation statement for the Unity Trust Bank as at 28 February 2026 with a closing balance of £12,805.48.
- e. Members APPROVED the Bank Statement for the Unity Trust Bank as at 28 February 2026 with a closing balance of £12,805.48.
- f. Members APPROVED the Cash and Investment Reconciliation statement for the Public Sector Deposit Fund as at 28 February 2026 with a closing balance of £72,472.91.
- g. Members APPROVED the Statement of Account for the Public Sector Deposit fund as at 28 February 2026 with a closing balance of £72,472.91.
- h. Members APPROVED the Cash and Investment Reconciliation statement for the Lloyds Charge Card as at 28 February 2026 with a closing balance of £0.00.
- i. Members APPROVED the Charge Card statement for the Lloyds Charge Card as at 26 January 2026 with a closing balance of £3.00.
- j. Members APPROVED a maximum expenditure of £72.00 (seventy-two pounds) (ex. VAT) to purchase wood stain to treat the cemetery and play area fencing. Costs to be met from: £54.00 – cemetery parish maintenance budget line and £18.00 – play area maintenance budget line.
- k. Members APPROVED a maximum expenditure of £68.95 (sixty-eight pounds 95p) (ex. VAT) to purchase a pair of defibrillator pads for the Jubilee Club House defibrillator. Costs to be met from JCH building maintenance budget line.
- l. Members RESOLVED to defer a decision on purchasing an extended warranty for 2026-27 for the 2 speed indicator devices (SIDs) pending investigation into potential data capture issues with the SIDs. Councillors Allsop, Griffiths and Trowbridge will investigate and report back to Council in May.
- m. Members NOTED the journal movements detailed in the "Year End Accounts Report" attached as Appendix 7d.
- n. Members APPROVED the virement detailed in the "Year End Accounts Report" attached as Appendix 7d.
- o. Members APPROVED the EMR movements detailed in the "Year End Accounts Report" attached as Appendix 7d.
- p. Members APPROVED the set-up of a new cost centre, movement of existing nominal code and set up of a new nominal code in relation to the Community Field as detailed in the "Year End Accounts Report" attached as Appendix 7d.
- q. Members APPROVED the asset register as at 27 March 2026.
- r. Members NOTED the Ear Marked Reserves balances as at 28 February 2026.

1 member of the public left the meeting.

Planning Applications

In accordance with Standing Order 1a, the Chairman changed the order in which planning applications were to be discussed from that detailed on the agenda.

Members RECEIVED a report from Planning Group A.

Application: PL/2026/00773 – Householder Planning Permission	Applicant: Mr Shafie
Address: 3 Church Place, Lydiard Millicent, SN5 3NE	
Proposal: 1st floor rear extension	

25.215a Standing Orders were SUSPENDED for public comment on the application. Wiltshire Councillor Matthews agreed to contact Wiltshire Council's Enforcement department to clarify the situation on the issues raised.

25.215b Members RESOLVED to OBJECT to the application on the grounds of loss of amenity for neighbouring properties and the overdevelopment of the plot.

25.215c Standing Orders were REINSTATED before Members discussed further. 3 members of the public left the meeting.

25.215d Councillor Trowbridge declared an interest in the following application:

Name	Min Ref	Type	Nature of Interest	Action
Cllr Trowbridge	25.215e	Pecuniary	PL/2026/01298 – application for own property	Left the room

25.215e Application: PL/2026/01298 – Householder Planning Permission Applicant: Mr Trowbridge
Address: Manor House, Church Place, Lydiard Millicent, SN5 3LS
Proposal: Proposed swimming pool, pool house and external works
Members RESOLVED to COMMENT on the application confirming no objection to the application but query the absence of a Heritage Impact Assessment given the location of the development.

25.215f Application: PL/2026/01525 – Permission in Principle Applicant: Messrs H & P Birch
Address: Petroil Ltd, The Coach House, Common Platt, SN5 5JZ
Proposal: Permission in principle for residential development of a minimum of 3 and maximum of 4 dwellings (Use class C3)
Members RESOLVED to OBJECT to the application on the grounds that agricultural land will require change of use to accommodate this development

Members NOTED the following Wiltshire Council decisions:

25.215g Application: PL/2025/00588 – Notification of Proposed Works to Applicant: Mr Trowbridge
Trees in a Conservation Area
Address: Manor House, Church Place, Lydiard Millicent, SN5 3LS
Proposal: T5 Goat Willow - Fell to ground level with stump treatment to prevent regrowth. T6 Liquid Amber - Carefully lift and relocate the tree within the garden using appropriate machinery, with immediate replanting in a suitable new position. T7 Yew - Fell to ground level. T8 Yew - Crown reduction of up to 40%.
No Objection

25.215h Application: PL/2025/00542 – Consent under TPOs Applicant: Mr Trowbridge
Address: Manor House, Church Place, Lydiard Millicent, SN5 3LS
Proposal: T1 White May - Fell to ground level. T2 Acer - Crown reduction of up to 30–35%, biased towards the side placing tension on the existing cable bracing system. T3 Lime - Crown reduction of up to 40 % to rebalance the canopy. T4 Horse Chestnut - Re pollarding in line with previous management.
WC Approved with Conditions

25.215i Application: PL/2026/00632 – Householder planning permission Applicant: Mr & Mrs Haywood
Address: 4 Cherry Brier Close, Lydiard Millicent, SN5 3NT
Proposal: Single-storey rear extension
WC Approved with Conditions

25.215j Members NOTED the planning appeal for PL/2025/09044 – Woodside End Stables and RESOLVED to submit the representation presented.

25.216 **Clerk's Report**

Members NOTED the report and RESOLVED to close the following items:

23.204 – Footpath Working Group

25.160 – Lydiard Plain Tenancy

25.217 **Communications**

Members NOTED the following communications:

- a. Betterclean – Pricing Update
- b. Wiltshire Council Briefing Note – Revamp Your Tank
- c. X-Net – Pricing Update
- d. Corona Energy – Pricing Update
- e. Inception – Pricing Adjustment

In relation to the Betterclean update, Members commented unfavourably at the price increase from 1 April, noting that costs have increased almost 25% since the commencement of the contract. The Clerk will email Betterclean to establish if there is any room for negotiation.

25.218 **Draft Modified Purton Parish Neighbourhood Plan Decision Statement**

Members NOTED the Wiltshire Council decision statement and referendum date.

25.219 **Asset Register – Asset Disposal**

Members NOTED the report and after discussions, RESOLVED to set a price of £1,500 (one thousand, five hundred pounds) for the sale of both speed indicator devices (SIDs), or £750 for one SID, and a minimum of £1,000 (one thousand pounds) for both SIDs or £500 (five hundred pounds) for one SID. These figures are to include the batteries, chargers and fixing brackets if required. The purchaser is to arrange and cover the cost of shipping.

25.220 **Community Governance Review Update**

Members NOTED the report. As minuted in the Wiltshire Councillor update, further clarification on the proposal and its impact on the parish is being sought.

25.221 **Common Platt Defibrillator**

Members NOTED the report.

25.222 **Annual Parish Meeting**

Members NOTED the report and AGREED the following:

- Refreshments to be purchased by Councillor Coffey
- Display boards and content to be focused on the Neighbourhood Plan and prepared By Councillor Allsop
- Verbal report from Councillor Westwood reviewing the last 12 months
- Verbal report from Councillor Allsop looking ahead to the next 12 months
- A written / verbal report from Wiltshire Councillor Andrew Matthews
- Local Neighbourhood Policing Team to be invited
- Reports to be requested from the Parish Hall, All Saints Bell Ringers, Scouts, All Saints Church and Lydiard Millicent Juniors Football Club.

It was further suggested that at a future meeting, volunteers could be sought to form an Annual Parish Meeting Working Party to increase attendance at the 2027 Annual Parish Meeting.

25.223 **Annual Play Area Inspection Report**

Members NOTED the report.

Local Highways and Footway Improvement Group (LHFIG) Meeting Dates and 2026/2027 Priorities

25.224a Members NOTED the meeting dates for 2026/27 as:

- 13 May 2026

- 7 October 2026
- 10 February 2027

25.224b

After discussions, Members RESOLVED not to consider priorities for the forthcoming year at this meeting and instead hold an extraordinary meeting prior to 29 April, with a report for the meeting delegated to Councillor Griffiths.

It was raised that the single and double yellow lines along Lydiard Green are faded, the Clerk will raise this on MyWilts.

25.224c

Members AGREED that the replacement village gates at Greenhill should be the same size as those there currently and in white.

25.225

Spring Newsletter

Members RECEIVED an update from Councillor Westwood and were asked to review the draft newsletter circulated via email and provide any feedback by 6 April.

25.226

SSEN Communities Fund

Members NOTED the correspondence and AGREED that Councillor Trowbridge would explore the opportunity to make an application and report back to Council.

25.227

Webbpaton Terms of Engagement

Members NOTED the report and after discussions, RESOLVED not to engage the services of Webbpaton in relation to Lydiard Plain at this time.

25.228

Wiltshire Council Service Devolution and Asset Transfer Policy

Members NOTED the briefing note and draft policy and RESOLVED not to submit a survey response.

25.229

In accordance with Standing Order 10a(xv), Standing Order 3x was SUSPENDED to allow the meeting to exceed a period of 2 hours.

25.230

Council and Community Representatives

Members RECEIVED the following updates:

Community Carers Group – Councillor Hill-Wheeler

The Community Care directory has been recently updated and the community fridge in Purton has been reopened. Next meeting on 20 May.

Speed Indication Devices (SID) – Councillors Coffey and Neighbour

Suspected issue with data being captured from the SIDs at Common Platt and positions of 2 SIDs has been swapped to establish if the issue remains. Councillors Allsop and Griffiths to investigate.

Neighbourhood Plan – Councillor Allsop

Site allocations are currently being investigated and it is expected that a draft Neighbourhood Plan will be sent to Wiltshire Council for comment towards the end of April.

25.231

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 to Meetings) Act 1960.

Wiltshire Councillor Andrew Matthews left the meeting.

25.232

Land Matters

Members NOTED the signed licence.

Meeting Closed at 21.17hrs

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Chairman..... Dated.....

DRAFT