

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 gully 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

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| 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. | |

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| 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:

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| 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.
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:
 - a. Wiltshire Neighbourhood Watch Association AGM – 18 October 2025
 - b. Wiltshire Council Road Closure Notice – Restrop Road – 27 October 2025
 - c. 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.

Risk Management Register

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

External Audit Report and Certificate

- 25.104 Members NOTED external audit report and certificate.

Community Field Working Party

- 25.105 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

25.108b potential liability risk. Standing Orders were REINSTATED before Members discussed

25.108c further. Members RESOLVED that the Clerk should contact Wiltshire Police to agree the best course of action.

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