

POULSHOT PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD IN THE VILLAGE HALL TUESDAY 9th SEPTEMBER 2025 at 7.30 pm

PRESENT: Cllr Mike Davis (Chair)
Cllr Liz Bissett (Vice Chair)
Cllr Chris Dyke
Cllr Tim Hues
Cllr Claire Church
Cllr Frances Nixon (*joined the meeting at 19:54*)
Cllr Reay (Wiltshire Council)

OFFICER: Jeannette Young (Clerk)

PUBLIC PARTICIPATION: 15 Members of the public were in attendance

Comments:.

- A few residents whose homes back on to the Amenity land felt displeased that they hadn't been consulted over the planned Village Orchard and its planting. There were some comments about wanting to see timescales for planting and the lack of previous maintenance. Concern was voiced over the extent of planting and what the grant maintenance covered.
- Another resident expressed that any consultation regarding the Orchard should include all residents of Poulshot, rather than only a select group.
- There was also a request made for a Village Speed Watch to be set up, in which the resident offered to help lead on the project.

63/25/26 Apologies

There were no apologies received, all members were present.

64/25/26 Declarations of Interest

There were declarations of interest from Cllrs Church and Bissett regarding Townsends Farmyard update and a declaration of interest from Cllr Davis regarding a planning application.

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65/25/26 Minutes

It was proposed by Cllr Dyke, seconded by Cllr Bissett and **UNANIMOUSLY RESOLVED** to confirm the Minutes of the Extraordinary Meeting of the Parish Council held on 14th August 2025 as a true record. The Minutes were duly signed by the Chairman Cllr Davis.

66/25/26 Chairmans Announcements

The following announcements were made: -

- The Solar Farm will be considered at one of two possible meetings either the Eastern Area Planning meeting due to take place on the 2nd October in Devizes or the Strategic Planning meeting taking place on 22nd October in Trowbridge.
- The police report that arrived too late for the agenda was briefly touched on and it was noted that there were no activities or crimes mentioned that related to Poulshot.

67/25/26 Co-Option Applications

The received Co-option application, in which the candidate met the necessary criteria was considered and furthermore it was proposed by Cllr Dyke, seconded by Cllr Church and **UNANIMOUSLY RESOLVED** to appoint the candidate to the position of Poulshot Parish Councillor.

Members warmly welcomed Frances Nixon and after signing the Declaration of Acceptance of Office, Co-opted Cllr Frances Nixon was invited to join members at their table, the meeting then continued.

68/25/26 Police Report

No report had been received in time for inclusion on the agenda, so the Chairman referred to the update received in his announcements.

69/25/26/ Update from Wiltshire Councillor Tamara Reay

Cllr Reay, referred to the road improvement works that had started at Black Dog Crossroads. She stated that SSE were in the process of installing the necessary electric cables, temporary lights were being placed ahead of any road closures/works and to be aware that these closures may cause issues for Poulshot residents. Highways had issued notice of speed reduction signs for the dual carriageway at Caen Hill and planned works at the junctions would not take place until the work at Black Dog Crossroads had been completed, possibly looking at the middle of next year.

Concerns were voiced that the chicane on Worton Road is too close to a bend, increasing the risk of a head-on collision due to speeding cars.

The Solar Farm planning application is scheduled to be presented at one of two meetings in October. The first potential meeting is the Eastern Planning Meeting, set for 2nd October in Devizes, while the Strategic Planning Meeting is planned for 22nd October 2025 in Trowbridge. Cllr Reay stated that once the correct meeting is identified, she will inform the group intending to speak. The group being Cllr Bissett

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on behalf of the parish council, Mr T Jalland, Mr B Hamilton and a lady from Campaign to Protect Rural England (CPRE).

70/25/26 Planning Applications:

Application Ref:	PL/2025/06644 - Proposed Works to Trees in a Conservation Area https://development.wiltshire.gov.uk/pr/s/planning/application/a0iQ300000G0f0L	It was proposed by Cllr Bissett, seconded by Cllr Dyke and agreed that Members had no objection to this application.
Application Link:		
Address:	BARLEY HILL HOUSE, 9 BARLEY HILL LANE, POULSHOT, DEVIZES, SN10 1RS	
Proposal:	T1 - Prunus tree - fell	
Applicant Name	Mr William Warden	
Case Officer:	Sue Morgan	
Respond By:	10 th September 2025 Extension Granted	

71/25/26 Working Group Notes – Tree Survey

Members considered the single quote that had been received, concern was expressed about the cost quoted because it far exceeded the budget set aside for works. It was agreed that the Chair would seek another two quotes to be received before the next meeting in November.

72/25/26 Townsend Development Update from Gaigers

The following update was noted

"We have completed the demolition works, probably the noisiest task, and thank everyone for their patience with this. We have now moved onto stripping site, putting in site roads and drainage. We'll shortly be able to assess the site boundaries a little better than we have been able to do previously, at which point we'll make contact directly with relevant neighbours to discuss any issues as is required.

One slight issue, which I know has been raised by one or two residents, is that we have had to drive lorries through the village on a couple of occasions. Once was when Worton was closed for road works and the other was when a Poulshot business wanted us to supply some of our excess hardcore to them, so of course we had to drive there.

I am sorry for the inconvenience this caused, but I am afraid it was out of our hands. We will do all we can to avoid this happening again."

73/25/26 Village Trust Update

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Following the update from the Village Trust three requests were considered with a query over the cost of a second skip and if there were funds in the budget to cover it. It was confirmed that most of the budget provision had already been used, however there was money in the general reserve that could be accessed.

- It was therefore proposed by Cllr Bissett, seconded by Cllr Hues and **UNANIMOUSLY AGREED** that to enable the Village Trust to continue with clearance and disposal of the bulrushes and the non-native invasive New Zealand Pygmy weed from the Village Pond a second skip be hired as soon as practicable and for additional funds for the skip hire to be taken from General Reserves.
- Regarding removal of Ivy from the trees in the Green Gardens, it was Proposed by Cllr Bissett seconded by Cllr Hues and **UNANIMOUSLY AGREED** to grant permission to the Village Trust to remove Ivy from the trees in the Green Gardens .
- Further to the request for permission to deepen the pond on the lower part of the Green, permission was granted with the offer of a local contractor who is working for another business to help clear the silt and some of the close ditches at no cost. This offer was received with thanks, and the work should be carried out late September / October.

74/25/26 Amenity Field Update

Following the clarification of the site's history by the Chair. It was then proposed that the field should be topped. It was explained that Idverde had been contacted several times to come out and top the area, but they had not been responding to the requests. A comment was received regarding the density of the planting, and if this could be reduced. There was also concern raised that if the planting of the trees was deferred, the contractor would not have availability later in the year during the planting season. A question was asked if grass needed to be sown before the planting of the trees? It was confirmed that this was not mentioned as necessary in the plan. It was finally suggested that the contractor be contacted and asked for another planting design that could be considered along with the original plan. It was thought that once the second plan had been received a possible consideration meeting could be called to consult with residents of Poulshot on their preference of the two plans, this being prior to an extraordinary meeting being called, to make the final decision. In the meantime, clarification was needed on whether a planning application was necessary for planting the hedge.

75/25/26 Firework and Bonfire Night.

Following confirmation of public liability cover with the Councils Insurance provider, and clarification of the terms of reference for a new Fireworks Event Working Group. It was proposed by Cllr Bissett, seconded by Cllr Dyke and **UNANIMOUSLY RESOLVED** to approve the Fireworks Event Working Group,

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adopting the Terms of Reference and agreeing the following membership of 2 Cllrs, being Cllr Hues and Cllr Nixon, and 2 members of the public being Mr J Warwick and Mr T Nixon.

76/25/26 Working Group Membership

Consideration was given to the following working group membership with several amendments being suggested, it was therefore proposed by Cllr Davis, seconded by Cllr Hues and **UNANIMOUSLY AGREED TO APPROVED** the following revised membership of the below list of Working Groups.

Working Group	Members
Finance and Audit. (F&A)	Chair (Cllr M Davis) Vice Chair (Cllr L Bissett) Cllr C Church Cllr T Hues
Health and Safety including Safeguarding and Risk. (H&S)	Chair (Cllr M Davis) Vice Chair (Cllr L Bissett) Cllr C Church
Governance to include Employment, Complaints and Freedom of Information. (Governance)	Chair (Cllr M Davis) Vice Chair (Cllr L Bissett) Cllr T Hues
Village Maintenance. (Maint)	Chair (Cllr M Davis) Vice Chair (Cllr L Bissett) Cllr Dyke Cllr Nixon
Highways and Policing. (Highways)	Vice Chair (Cllr L Bissett) Cllr T Hues Cllr C Church Cllr Nixon
Planning Matters. (Planning)	Chair (Cllr M Davis) Cllr Dyke Cllr T Hues Cllr Nixon
Communications to include Media, Press, Data Protection and Website. (Communications)	Vice Chair (Cllr L Bissett) Cllr C Dyke Cllr C Church
Townsend Farm Development (TFD)	Chair (M Davis) Cllr C Dyke Cllr T Hues Cllr Nixon
Village Survey	Chair (Cllr M Davis) Vice Chair (Cllr L Bissett) Cllr C Dyke Cllr C Church

There then followed a proposal by Cllr Davis, seconded by Cllr Dyke and **UNANIMOUSLY AGREED** to have a new working group created with terms of reference to oversee the maintenance and use of the recreation/amenity field.

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77/25/26 Updates from Members on Delegated Actions

- Bus Shelter – Cllr Dyke stated that due to the summer season being his busiest time of year he had not had time to move forward with the Bus Shelter project.
- SIDs & White Gates - *Local Highways and Footways Improvement Group* (LHFIG) – Cllr Church & Cllr Bissett explained neither could make the last LHFIG meeting, however Cllr Reay did attend and was given a case officers name for Cllr Church to liase with regarding the Whitegates. It was then explained that a speed watch needed to be done for Wiltshire Council to consider where the SIDs could be placed. Following her kind offer Mrs L Henwood was then approached to work with Cllr Church on a speed watch for the village, with Cllr Church to submit the forms for the devices.

78/25/26 Section 106 Fund

It was noted that Wiltshire Council had been contacted and requested to draw up the agreed Side Agreement, for the £41,332.64. However, it had not been officially confirmed that any interest accrued by either party would be free of any S106 restrictions, therefore members thought it prudent to contact WALC and ask if they could provide any clarity.

79/25/26 Domain .Org or .Gov

Following discussion on what this meant for the Council, it was agreed between Cllrs Church and Dyke that they would work together on changing the current domain to the .ORG domain. It was reiterated that this needed to be done as soon as possible.

80/25/26 Finance Report and Bank Balances.

Members received and noted the report, showing balances of.
Total Funds = £143,039.85
Parish Accounts = £21,591.75
Community Fund = £121,448.10

Members attention was brought to that concern that interest was due soon on the Cambridge and Counties account taking it over the £85,000 FSA limit. It was therefore proposed by Cllr Bissett, seconded by Cllr Dyke and **UNANIMOUSLY RESOLVED** that every payment of interest by on the £85,000 held by Cambridge and Counties Building Society (CCBS) for the next 4 years or the life of the account which is ever the shortest must be transferred immediately to the Community Fund Account, therefore keeping the amount in the CCBS at the FSA protected limit of £85,000.

81/25/26 Financial Expenditure.

Members considered the Financial Expenditure report, and it was proposed by Cllr Dyke, seconded Cllr Nixon and **UNANIMOUSLY RESOLVED** to

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approve the 2nd of September Expenditure report, showing payments of £1742.69.

Members also noted that there is currently £2000 earmarked reserves for Tree Maintenance and that NALC have increased salary pay scales, which will be retrospectively applied to the Clerks salary from 1 April 2025.

82/25/26 Annual Governance and Accountability Return 2024/25

Members noted the email received on the 5th August from PKF Littlejohn, stating that "By notifying us that Poulshot Parish Council has claimed exemption there is no review to be performed and consequently no auditor certificate and report, or any other closure documentation, will be issued by us for this reporting year. "

83/25/26 Date of Next Meeting

It was noted that the date of the next meeting would be 11th November 2025

84/25/26 Confidential Session

It was proposed by Cllr Bissett, seconded by Cllr Nixon and UNANIMOUSLY RESOLVED to go into a Confidential Session. Cllr Davis requested members of the public to leave the meeting

85/25/26 Amenity Field

A proposal from a village houseowner was considered and a decision reached.

86/25/26 Extension of Meeting

As the meeting approached the two-hour limit outlined in the Standing Orders, Cllr Bissett proposed, seconded by Cllr Nixon, and it was UNANIMOUSLY AGREED, to continue the meeting until all agenda items were discussed and agreed upon, or for an additional thirty minutes, whichever occurred first.

87/25/26 RFO Position

The matter was discussed and a resolution agreed.

88/25/26 Land Registration Adjacent to the Village Green

Members to seek legal advice

Meeting ended at 21:48

Signed.....

Date.....