

# POULSHOT PARISH COUNCIL

Cllr Mike Davis (Chair)  
Cllr Liz Bissett (Vice-Chair)  
Cllr Claire Church  
Cllr Tim Hues  
Cllr Chris Dyke  
Cllr Frances Nixon

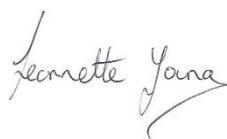
15<sup>th</sup> September 2026

Dear Councillor,

You are summoned to attend a meeting of Poulshot Parish Council on Tuesday 22nd September 2026 at 7.30 pm in the Village Hall.

The Press and Public are welcome to attend this meeting. Questions and statements will be taken from members of the public for 15 minutes at 7.30 pm, if required, prior to the start of the meeting, in accordance with the Parish Council's Standing Order No 3.

Yours sincerely

A handwritten signature in cursive script, reading 'Jeannette Young'.

Jeannette Young  
Parish Clerk

**POULSHOT PARISH COUNCIL**  
**COUNCIL MEETING TO BE HELD IN**  
**THE VILLAGE HALL**  
**ON TUESDAY 22<sup>nd</sup> SEPTEMBER 2026 AT 7.30 P.M.**

The Press and Members of the Public are welcome to attend.

The Openness of Local Government Bodies Regulations 2014 permits the audio and visual recording and photography of the Council and Committee meetings by the general public and/or media. It would be appreciated if persons wishing to take photographs or to record a meeting, were, wherever possible, notified to the Chairman or Clerk before the meeting concerned.

**Public Participation-**

No decisions or arrangements will be made in this section. You will be allowed a maximum of 3 minutes. Maximum of 15 minutes allowed in total, in accordance with Standing Order No 3.

**AGENDA**

- 1. Apologies**  
To consider apologies.
- 2. Disclosure(s) of Interest**  
To receive any declaration of interest by a member in relation to matters to be considered at this meeting as required by the Code of Conduct
- 3. Minutes (pages 8 - 16)**  
To confirm as a true record the attached Minutes of the Full Council meeting of the 28<sup>th</sup> July 2026 the attachments will form part of these main minutes but will not be redistributed with this Agenda.
- 4. Chairman's Announcements**
- 5. Update from Wiltshire Councillor Tamara Reay**
- 6. Planning Applications and Decisions:**  
  
**6.1**

|                   |                                                                                                                                                                                                                                                                                                                                    |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Application No:   | PL/2026/05645                                                                                                                                                                                                                                                                                                                      |
| Application Type: | Notification of proposed works to trees in a conservation area                                                                                                                                                                                                                                                                     |
| Proposal:         | T1 Beech - Reduce height and laterals by up to 1m and shape to leave in good form. To manage tree in appropriate size for context of location. T2 Cherry - Reduce crown by up to 2m. To consolidate structure following recent stem failure. T3 Cypress Conifer - Crown raise over driveway entrance. To clear for vehicle access. |
| Site Address:     | ALAMEIN HOUSE, 25 POULSHOT ROAD, POULSHOT, DEVIZES, SN10 1RJ                                                                                                                                                                                                                                                                       |

## 6.2

|                   |                                                                                                                                                                                                                                                                                                                                       |
|-------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Application No:   | PL/2026/05181                                                                                                                                                                                                                                                                                                                         |
| Application Type: | Full planning permission                                                                                                                                                                                                                                                                                                              |
| Proposal:         | Demolition of existing buildings and extensions to Brick Barn; change of use of existing workshop building and change of use and erection of an extension to Brick Barn, for flexible use as farm shop, cafe restaurant and function space (Use Class E and sui generis); associated car parking and landscaping; access as existing. |
| Site Address:     | Lodge Farm, Poulshot Road, Poulshot, Devizes, SN10 1RQ                                                                                                                                                                                                                                                                                |

## 6.3

|                 |                                                                 |
|-----------------|-----------------------------------------------------------------|
| Reference:      | <a href="#">PL/2026/05065</a> - Householder planning permission |
| Site Location:  | 60 The Green, Poulshot, Devizes, SN10 1RT                       |
| Proposal:       | Proposed boundary fence and landscaping                         |
| Applicant Name: | Mrs D Cleverly                                                  |

## 6.4

|                   |                                                                                                       |
|-------------------|-------------------------------------------------------------------------------------------------------|
| Application No:   | PL/2026/05646                                                                                         |
| Application Type: | Notification of proposed works to trees in a conservation area                                        |
| Proposal:         | T1- Maple tree - prune on eastern side of crown (by approximately 2m lateral extension growth) to re- |

|               |                                                                              |
|---------------|------------------------------------------------------------------------------|
|               | balance crown T2- Weeping Birch tree - fell - tree in senescence and decline |
| Site Address: | LOWENA, 27 POULSHOT ROAD, POULSHOT, DEVIZES, SN10 1RJ                        |

## 7. Ditch

Following Cllr Bissett contacting the Parish Steward to inquire if they could clear the ditch, they claimed removing the roots would be too much for they work and it would need a ditching crew, so Wiltshire Council was contacted, their response is as follows;-

‘Please note that the maintenance and clearance of ordinary watercourses, including ditches, is the responsibility of the riparian owner. Wiltshire Council would not be responsible for facilitating, arranging, or undertaking the clearance works.

Given clearance works are proposed within an ordinary watercourse, Wiltshire Council, as the Lead Local Flood Authority, should be notified through the submission of an Ordinary Watercourse Consent application. Information regarding Ordinary Watercourse Consent, including application forms and guidance, can be found on Wiltshire Council's website.

The link to the website is as follows;- <https://www.wiltshire.gov.uk/article/16297/Ordinary-watercourse-consent-application>

Please note there will be a cost to the Parish Council for completing this form and for the work to be carried out, the Land Drainage Engineer has assured that it should be no more than £50., providing there are no other works to be completed other than root removal.

## 8. Invitation to a Church Briefing

Friends of St Peters Church have invited Members to attend a briefing on the proposed installation of a WC and kitchenette also to look at the state of the Church Wall. It would be appreciated if Members could agree a time and date

## 9. Village Trust Update and Requests

Firstly, the Trust committee would like to thank you again for your support and that of the Parish Clerk for all the Trust undertakes. It is hoped that you have seen the 5 benches that have been cleaned two still require a little more cleaning before being re-oiled. Work on removing New Zealand Pygmy weed and bulrushes was slower than anticipated in part due to lower volunteer numbers in August and the hot weather, which made the work even harder.

On 25th September volunteers will be replacing the dead hedge retaining post and moving suitable debris into the hedges ready as a habitat for wildlife to overwinter in their protection.

In early October another group of volunteers will tackle the ivy growing up trees in Green Gardens. Long term, ivy growing into tree canopies weakens the trees makes them more susceptible to be blown over in high winds, especially in winter when the ground is wet.

Within Green Gardens there is an elm that was planted to the memory of a former Trust Chair, Peter Cleverly. The tree was one donated by the botanist David Bellamy as an early attempt at a disease resistant elm. Sadly, the tree has died, and **the Trust would like to replace the tree with a new hybrid elm that is claimed to be yet more disease resistant. Your permission to replace the tree would be appreciated.**

What has become apparent during work on the middle pond is that the willow tree growing on its northern edge is drawing up much of the water in the pond. Willows transpire immense amounts of water through their leaves, and the large canopy means it has a very high draw on available water. The tree is now huge and many of its roots are clearly visible in the pond. **Would the Council consider heavily pollarding the willow to reduce it in size and thereby also maintain the pond as a habitat for the Great Crested Newt?** A reading of the regulations indicated you may have a legal responsibility to act this winter; the Parish Clerk may know the correct interpretation. Apologies, but the presence of New Zealand Pygmy weed may also complicate the matter. As the pond dries out the weed spreads, which the Trust has been trying to control, but it also means biosecurity may be needed during any tree surgery. The Trust and volunteers have been exercising biosecurity.

**Finally, has Council had reached any conclusions on planting replacement trees adjacent to where trees have been removed or may be dying at the southern boundary of the Green.** The Trust would be happy to help with the planting.

Thank you again for your ongoing support.

#### **10. Bench Request**

A request from a resident of Poulshot has been received for a bench to be bought and placed at the top of the sheep field (behind the late Major Bartholomew's house) this would replace the previous bench that used to be positioned there. This request has been supported by several other residents following a Facebook comment.

For information; - benches prices can range from £400 upwards for recycled plastic or wood (Douglas Fir), hard wood benches cost about twice the amount. Consideration would be needed regarding the installation and location. It is believed that the position of the bench is on a right of way over private land, so the landowner should be approached for consent before any purchase.

### **11. Fireworks Grant and Permission to use the Green Gardens**

Members are requested to consider the previously shared permissions application form and attached grant application for the Bonfire and Fireworks event, being organised for the 7<sup>th</sup> November by the Fireworks Event Working Group. The Group are seeking £700. for fireworks and refreshments. It should be noted that if approved the event will be covered by the Councils Insurers and that the appropriate Health and Safety Risk Assessment has been received and shared with members.

### **12. Orchard Trees – Update**

The fruit trees are very drought stressed; however, not all the trees have died. There are 6 trees that are beyond stressed and are now strained which means they will not recover. Interestingly, these 6 failures are the Pear trees.

From the hedge planting 102 trees have failed. Again, many of the hedging plants are drought stressed though it is thought that with some rain these trees will get going and establish.

The Contactor advises replacing the 6 failed fruit trees and the hedging plants this year, around the end of October/beginning of November. The earlier it can be done the better chance they have of establishing. He will also monitor the health of the remaining fruit trees to assess whether they will make a full recovery after the rain we have had.

The cost of new trees and hedging will be:-

- To Supply and plant 20.4m of failed mixed native hedging. (102 plants).
- Supply and plant 7 x Common pear trees.
- Carry out spiral guard maintenance + hand weeding.
- **Total Quoted: £896.60p +VAT.**

Cllr Bissett is investigating if the funds can be sought from the previously agreed grant, if it's found that is not possible Members will be requested to fund the amount from either the S106 fund, reserves or the community fund.

### **13. Speed Indicator Device (SID)**

Cllr Church suggested at the last meeting that Members consider the purchase of a second SID. Members agreed that the matter should be included on this agenda.

To recap on the previous purchase made in March 2026, the initial SID was a Radar Speed Sign Evolis Vision - Solar Version Usb/Bluetooth purchased from ElanCity at a cost of £3107,99 (including VAT) and Members agreed the funding should be taken from S106 monies

### **14. Neighbourhood Plan**

The minutes referenced 43/26/27 where it was agreed to adopt the Neighbourhood Plan Steering Group Terms of Reference with 3 Members membership being Cllrs Bissett, Nixon and Davis and 2 non-member positions to be filled by residents. These 2 non-council positions have now

been advertised, unfortunately at the time of publishing this agenda no applications have been received.  
Recommendation that Members continue to advertise the positions, because without these vacancies being filled the Steering Group cannot function.

**15. Defibrillators (Defibs)- attached**

Following an email received by Cllr Church from SWAST, where they state;- the loan scheme for the Poulshot defibs ends on the 24<sup>th</sup> February 2027, SWAST are not renewing the schemes instead they are gifting the defibs to the sites if they wish to retain or if not return them to SWAST again. Please see attached the accompanying letter for members consideration and agreement.

**16. Councillors Updates**

- 2<sup>nd</sup> Phase of Tree Maintenance quotes– Cllr Davis
- Bus stop shelter – Cllr Dyke

**17. Annual Governance and Accountability Return (AGAR) section 3  
External Auditor Report**

The external auditor report and certificate for a smaller authority have been published on the website (link - [FINANCIAL INFORMATION | Poulshot PC](#)) and are attached to this agenda. Members are requested to consider the final external auditor report and decide what, if any, action is required..

**18. Allotments**

All payments for 25-26 have been received. Although one allotment holder has overpaid by £5.00 please confirm you agree for the RFO to issues a refund.

**19. Finance Report and Bank Balances**

To receive and note the attached report for July and August 2026, showing balances of.

|                   |             |
|-------------------|-------------|
| Total Funds =     | £181,315.72 |
| Parish Accounts = | £56,333.79  |
| Community Fund =  | £124,981.93 |

**20. Financial Expenditure**

To consider and to **approve** the attached expenditure reports for July and August, showing

Payments of £1,540.92 and Credits of £105.00

## **21. Confidential Session**

Exclusion of Press and Public It is recommended that under section 100 (A) (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as described in Part 1 of Schedule 12 (A) of the act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

|                                                                                                                                                                                                                                                                                                                                               |                                                                                       |                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property.<br>And<br>Any instruction to counsel and any advice received, information obtained or action to be taken in connection with<br>- (a) any legal proceedings by or against the authority, | Public excluded from the meeting to enable consideration of the reports and proposals | Publicity in relation to the proposals could prejudice sensitive negotiations by the Council in making its decisions. |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|

## **22. Confidential Minutes**

To confirm as a true record the Confidential Minutes of the Full Council meeting of the 28<sup>th</sup> July 2026.

## **23. Update on Legal Advice Regarding Land and Unauthorised Parking**

## **24. Date of Next Meeting**

10<sup>th</sup> November 2026