

POULSHOT PARISH COUNCIL

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

5th March 2026

Dear Councillor,

You are summoned to attend a meeting of Poulshot Parish Council on Wednesday 11th March 2026 at 7.30 pm in the Hunloke 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.

Please note that this meeting has been rearranged from the 10th March 2026 due to lack of availability of Members.

Yours sincerely

A handwritten signature in cursive script that reads "Jeannette Young". The signature is written in black ink and is positioned above the printed name of the Parish Clerk.

Jeannette Young
Parish Clerk

POULSHOT PARISH COUNCIL
COUNCIL MEETING TO BE HELD IN
THE HUNLOKE HALL
ON WEDNESDAY 11TH March 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 1-6)**
To confirm as a true record the attached Minutes of the Full Council meeting of the 13th January 2026 the attachments will form part of these main minutes but will not be redistributed with this Agenda.
4. **Chairman's Announcements**
 - Wessex Water S16 has been signed, and installation of the underground pump and surface kiosk is due to start in early June.
 - Poulshot Parish Council fully support Poulshot Village Hall committee on last weeks announcement of one of their committee members. Poulshot Parish Council were very pleased with the quick reaction of the Village

Hall committee of an EGM and reporting themselves to the Charities Commission.

Poulshot Parish Council understands that the Poulshot Village Hall committee have reviewed their safeguarding policies and will continue to provide an enjoyable and safe environment for the whole community to use.

We will not receive or add any further comments on the matter.

5. Police Report

No report received

6. Update from Wiltshire Councillor Tamara Reay

7. Planning Applications:

7.1

Application No:	PL/2026/00232
Application Type:	Householder planning permission
Proposal:	Installation of external flue to facilitate installation of a log burner.
Site Address:	9 Aubreys Yard, Poulshot, Devizes, SN10 1FJ

7.2

Application No:	PL/2026/00472
Application Type:	Listed building consent (Alt/Ext)
Proposal:	Retrospective application for replacement of fence.
Site Address:	60 The Green, Poulshot, Devizes, SN10 1RT

7.3

Application No:	PL/2026/00587
Application Type:	Householder planning permission
Proposal:	Extension and refurbishment
Site Address:	4 Lodge Cottages, Poulshot Road, Poulshot, Devizes, SN10 1RQ

7.4

Application No:	PL/2026/00853
Application Type:	Householder planning permission

Proposal:	Demolition of existing sheds and replacement with a single storey outbuilding to provide a home office and studio space
Site Address:	60 The Green, Poulshot, Devizes, SN10 1RT

7.5

Application No:	PL/2026/01468
Application Type:	Notification of proposed works to trees in a conservation area
Proposal:	T1 Pine - Fell.
Site Address:	POULSHOT HOUSE, 73 POULSHOT ROAD, POULSHOT, DEVIZES, SN10 1RX

8. Request Regarding Access Road to 39, 41, 45, 47, 51 and 53 The Green (attachment pages 7-13)

We are currently waiting for a review of our proposal and provision of a quote. We understand that all costs are down to us. What we would like to do is to improve the entrance to our road by undertaking the following:

- Reduce the entrance width from its current size to more like its original size of 700cm
- Kerb and edge the entrance to the road
- Remove the existing gravel entrance back by 500cm and stone edge and hot tarmac in this area.
- Soil and grass seed the area of the green that will be left due to the reduction in the size of the entrance.

There has been some suggestion that we cannot tarmac across the green, to this end, attached is a document that shows the different entrances that currently exist across the green and you will see that many different types of materials have been used including kerbs and tarmac. The last page of this document shows what we plan to do for our entrance and some basic dimensions.

We are very fortunate to have a neighbour, who has lived in Poulshot their whole life, and remembers when the original track was hand dug by their father. They also remember that a number of years ago the Parish Council advised all residents to kerb and tarmac their entrances to reduce the amount of wear. However, some were not done due to the residents not willing to pay the costs.

9. Village Trust Update and Requests

- Annual spring clean - (Keep Britain Tidy campaign) - will the Parish Council support a clean in March 26, 14 March has been published as the date to coincide with the Lent Lunch organised By St Peter's Church.

It should be noted that the risk assessment for this Spring Clean, has been received.

- Replacing the trees that have been removed - has the Council a plan yet for their replacement, do they want the Trust involved?
- Would the Parish Council support cleaning and re-oiling of the various benches around the Green and in Green Gardens? If so, the Trust may seek funding from the Community Fund for materials.
- Additionally, the dead hedges in Green Gardens are supported by posts. Currently these have been cut from trees felled in the gardens. But as they are untreated, they are rotting away and the dead hedges are falling apart. The Trust would like to install treated posts as these should last at least 10 years. The Trust is prepared to pay for the posts. May the Trust have permission from the Council to put in treated posts please?

10. Grounds maintenance (attached pages 14-16)

Please note the conditions of Supplier A in Bold

Supplier	Description	Costs
A	Grass 14 cuts & Hedges 2x cuts Cricket field perimeter x14 Cuts The Orchard Field x6 Cuts Total Total value for this work is £3,692.70 + Vat for year 1 and rolling contract would include an increase of CPI increase. Conditions will be 1/12th payment split. 6 month termination notice from either party.	£2,410.20 £899.50 £383.00 £3,692.70 + VAT
B	To cut large green area with tractor and roller mower x 12 cuts To strim around large green area x 5 Hedge cutting nature area November x1 If required grass cutting nature area per cut Cut new area by new houses per cut Net Total	£2,160.00 £250.00 £250.00 £60.00 £120.00 £2,840.00

	VAT Total	£568.00 £3,408.00
C	1. Mow the large open spaces 2. Cut areas where large mowers cannot get into The above areas to be cut on the below calendar 1 Cut - March 2 Cuts -April 2 Cuts - May 2 Cuts- June 2 Cuts -July 2 Cuts - August 2 Cuts -September 1 Cut – October 3. Flail hedges around the nature area, once in October or November 4. Cut wild area and paths once in October or November 5. Leave uncut margin around the pond. <div style="text-align: right;"> Net Total £4,500.00 VAT £900.00 Total £5,400.00 </div> <p>This Quote does not include the Well Being area (Orchard)</p>	

11. Speed Indicator Device Quotes (attachment pages 17-21)

All suppliers offer extras at additional costs please refer to the attached documents.

Supplier A quotes are for battery powered signs there is an extra option of a Portable Solar Power Kit: 10W panel with bracket set

Price: £650 +VAT (per sign) *Panel dimensions: 355mm (H) x 255mm (W) x 34mm (D), Weight: 3.3kg*

Supplier	Description	Cost
A	Mini Speed Indicator Device (miniSID) POWER: Battery powered INCLUDES: Spare Lead Acid battery, intelligent charger, weatherproof cover, and bracket set WEIGHT: 7.5kg (11kg with battery) OPTIONAL: DUAL COLOUR DISPLAY: £395 +VAT (requires a larger case and battery bracket)	£2,980 +VAT
A	Standard SID with 'SLOW DOWN' Legend POWER: Battery powered • INCLUDES: Spare Lead Acid battery, intelligent charger, weatherproof cover, and bracket set	£3,175 +VAT

	WEIGHT: 12kg (23kg with battery) OPTIONAL: DUAL COLOUR DISPLAY: £270 +VAT		
A	SID with Smiley/Angry Face Legend POWER: Battery powered INCLUDES: Spare Lead Acid battery, intelligent charger, weatherproof cover, and bracket set WEIGHT: 12kg (23kg with battery) OPTIONAL: DUAL COLOUR DISPLAY: £270 +VAT		£3,289 +VAT
A	SID with 20/30/40mph Roundel Legend POWER: Battery powered INCLUDES: Spare Lead Acid battery, intelligent charger, weatherproof cover, and bracket set WEIGHT: 12kg (23kg with battery) OPTIONAL: • DUAL COLOUR DISPLAY: £270 +VAT		£3,396 +VAT
A	SID with 'Thank You/Slow Down' Legend POWER: Battery powered INCLUDES: Spare Lead Acid battery, intelligent charger, weatherproof cover, and bracket set WEIGHT: 13kg (25kg with battery) OPTIONAL: • DUAL COLOUR DISPLAY: £270 +VAT		£3,607 +VAT
B	Speed Indicator Device with Solar Power/Data Capture 300mm AMBER Digital Speed Display Displays over limit Vehicle Speeds + SLOW DOWN Weight (excluding Batteries) 7Kgs Custom Post Mounting Plate Trigger Speed 5-75Mph/KPH Display Time 0-7.5secs Operating Range 90metres Auto Dimming for Nighttime use Data Capture records: Number of Overspeed Vehicles, Time & Date, Fully Weatherproof. Includes: 2 x Batteries, 80w Solar panel fixing Brackets for 76mm posts USB Cable for Data download **6 Year Return to Base Warranty** Dimensions: (660 x 430 x 110)		£3,350.00 +VAT

C	Radar Speed Sign Evolis Vision - Solar Version Usb/Bluetooth ready to install including: Speed Display: 38cm high (green/amber/red) with "Warning Triangle" (anti-racing function), Dynamic Message Display: 64x16cm surface area for alert in case of excessive speed. 2mm Polycarbonate front panel screen-printed "YOUR SPEED" - Integrated solar power regulator- USB and BLUETOOTH LE (Low Energy) connection- Upgradable to 3G/4G (optional)- BI-DIRECTIONAL traffic STATISTICS,- Software provided for PC and Smartphone,- Mounting kit included (excluding clamps)	£2589,99 + VAT (Includes PP £89.99 & discount of £524.15.)
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12. Bus Shelters (attachments pages 22-39)

The following attached designs and quotes for a bus shelter have been obtained by Cllr Dyke, for Members to consider.

Quotes for designs 13A,14A and 15A come from the same local supplier and are based on the attached designs.

Supplier B quote is based on the attached requested design and again the supplier is local.

Supplier C's quote is based on the attached provided design. They are **not** a local company but claim they have previous experience of working with parish councils.

Supplier D's quote is based on the attached design. They again are **not** a local company but the shelter does come fully built and would be craned into position.

Bus Shelter 13A Manufacture, test fit in our workshop and install traditionally jointed and pegged green oak bus shelter frame with a footprint of 2.5m x 0.8m and a hardwood plywood and fiberglass roof of approx. 4.6m ² . Includes 20mm TG&V air-dried oak boarding to walls, air-dried oak bench and 10mm toughened glass held with stainless steel D clamps. Subject to site survey. Excludes groundworks.	Total Net	£8,863.00
	Total VAT	£1,772.60
	TOTAL	£10,635.60
Bus Shelter 14 A Manufacture, test fit in our workshop and install traditionally jointed and pegged green bus stop frame with a footprint of 3m x 1.1m and a pitched roof. Includes green oak rafters, air-dried barge boards, air-dried oak bench, air-dried TG&V oak sarking board, waney-edge green oak cladding and 10mm toughened glass held with stainless steel D clamps	Total Net	£12,714.00
	Total VAT	£2,542.80
	TOTAL	£15,256.80

Subject to site survey. Excludes roofing felt, battens, tiles and rainwater goods. Excludes Groundworks		
Bus Shelter 15A Manufacture, test fit in our workshop and install traditionally jointed and pegged green oak bus shelter frame with a footprint of 2.2m x 1.1m and a hardwood plywood and fiberglass roof of approx. 4.1m ² . Includes 20mm TG&V air-dried oak boarding to walls, air-dried oak bench and 10mm toughened glass held with stainless steel D clamps. Subject to site survey. Excludes Groundworks	Total Net	£9,551.00
	Total VAT	£1,910.20
	TOTAL	£11,461.20

Notes: Unless otherwise stated Structural Calculations are not included. Green oak leaches tannin when wet which can stain surfaces. This quote is valid for 30 days from date of document. Supplier is within Wiltshire

Bus Shelter Quote B <i>Design, construct & install 3.12m x 1.63m bus shelter as shown in client supplied illustration. Treated softwood timber frame with toughened/laminated single glazing as shown. Timberwork to be stained brown with good quality stain. Roof cover to be natural slate (first grade) or synthetic slate eg, TapcoSlate. Exclude concrete base.</i>	Total including VAT	£5,450
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N.B. – Quote is out of 90 day period, and is for softwood, supplier is within Wiltshire.

Bus Shelter Quote C <i>Please find below your Quotation for our “Open” shelter No Glass or Metal Seasoned timber with cedar shingle roofs Shelter size 2.48m long x 0.73m deep with a roof size of 3.1m long and 1.6m deep. Bench seat along back panel 10 year guarantee. Our new “Enclosed” shelter is also the same price which includes, supply and installation. Excluded is a suitable concrete Base meeting all health and safety regulations. The quotation. (includes supply, installation, delivery and Vat.</i>	Shelter Delivery. Total Net. Total Vat. Total Gross.	£6900.00 £200.00 £7100.00 £1420.00 £8520.00
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N.B. Supplier is based outside of Wiltshire.

Bus Shelter Quote D <i>Arrivals End Glazed - 6.4mm Laminated</i>	Shelter cost Delivery Cost: (up to 140 miles)	£14,510.00 £665.00
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Departures End Glazed - 6.4mm Laminated Rear Fully Boarded Front Glazed - 6.4mm Laminated Built by hand from FSC certified hardwood and are guaranteed against being kicked in or burnt down for 5 years Excluded is a suitable concrete base. To be installed by groundworkers who would need to have the relevant insurances and NRSWA qualifications in order to work on the highways. .	VAT @ 20% Total	£2,902.00 £17,412.00
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N.B. Supplier is based outside of Wiltshire and is approximately 130 miles away.

13. Joint Planning and Survey Working Group Notes (attached pages 40-43)

The following recommendation has been extracted from the attached notes of the Working Group meeting held on the 17th February 2026. Also attached should these be required are the draft terms of reference for a Neighbourhood Plan steering group. Cllr Bissett to update Members on the meeting with Community First and any possible support.

*There was a discussion on the possibility of creating a Neighbourhood Plan for the village. It was explained that community involvement was needed, some residents of the village would need to be members of a steering group. The steering group would be expected to facilitate consultation gatherings open to all residents. The process of creating a draft, getting it approved, before it going to a referendum where the village electorate could vote to adopt it, or not, was clarified. Community First were contacted to enquire if they were able to offer help and support. Further to the enquiry an online meeting has been arranged for the 5th March 2026, with Cllr Bissett and the Clerk attending. Information from this meeting will be shared with Councillors to help with the decision process. **Cllr Davis recommended that the Neighbourhood Plan proposal return to Full Council on 10 March for further consideration and debate, with unanimous agreement from those in attendance.***

14. Councillors Updates

- 2nd Phase of Tree Maintenance – Cllr Davis

15. Finance Report and Bank Balances Page 44.

To receive and note the attached report, showing balances of.

Total Funds = £196,273.27

Parish Accounts =£74,209.05 (includes S106 of £48,322.08)

Community Fund = £122,064.22

16. Financial Expenditure Page 44.

To consider and to **approve** the attached expenditure report, showing payments and transfers of £49,717.42 and credits of £41,612.64

To Note the 99 hours worked and claimed by the RFO from the 7th May 2025 to 28th February 2026.

17. Date of Next Meeting

12th May 2026