

# **POULSHOT PARISH COUNCIL**

## **MINUTES OF THE FULL COUNCIL MEETING HELD IN THE VILLAGE HALL TUESDAY 13<sup>th</sup> JANUARY 2026 AT 7.30 PM**

**PRESENT:** Cllr Liz Bissett (Vice Chairman)  
Cllr Tim Hues  
Cllr Claire Church  
Cllr Chris Dyke  
Cllr Frances Nixon

**OFFICER:** Jeannette Young (Clerk)

**PUBLIC PARTICIPATION:** 16 members of the public were in attendance.

- Advice was asked for on the maintenance to driveway access to houses on the Village Green. This resulted in several members of the public agreeing it would be good to get all relevant homeowners together to consider the upkeep of the access driveway and if necessary, obtain quotes for works to be done.
- One member of the public stated they would like to know who came up with the concept of the proposed traffic light system. Could Wiltshire Council provide evidence that such schemes work and why it was considered a better option than making the dual carriageway a single carriageway. This member of the public was advised to contact Cllr Tamara Reay.

### **127/25/26 Apologies**

Apologies were received from the Chairman, Cllr Davis and Wiltshire Cllr Reay. Due to the absence of the Chairman, the Vice Chairman Cllr Liz Bissett chaired the meeting.

### **128/25/26 Declarations of Interest**

There were no declarations of interest.

### **129/25/26 Minutes**

It was proposed by Cllr Dyke, seconded by Cllr Nixon and UNANIMOUSLY RESOLVED to confirm the Minutes of the meeting of the Parish Council held on 11<sup>th</sup>

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November 2025 as a true record. The Minutes were duly signed by the Vice-Chairman, Cllr Bissett.

### **130/25/26 Chairman's Announcements**

- The Vice-Chair, Cllr Bissett started by wishing everyone a Happy New Year.
- It was announced that work on trees on Village Green, had been completed.
- Tree planting in the wellbeing space had started.
- It was confirmed the position of RFO was to continue as an additional employment role, with Mr Scott remaining in post.
- The annual spring clean - (Keep Britain Tidy campaign) - will take place on the 14th March, and that everyone was encouraged to support and help where they could.
- The Young Farmers had declined taking on the Annual Vintage Car Event, due to take place in June.

### **131/25/26 Police Report**

It was NOTED that there had been no police report received.

### **132/25/26 Update from Wiltshire Councillor Tamara Reay**

Although Cllr Reay was not in attendance a report had been sent which the Vice-Chair read out, and was NOTED, as follows: -

### **Waste Service changes at Wiltshire Council**

As residents may be aware Wiltshire Council is planning a number of changes to Waste Services in the coming months. Household waste will become 3 weekly, a slot booking system will be implemented at household recycling centres and 2 centres will be closed (Calne and Purton). I am concerned about these changes which in my view are poorly thought through and I have made these points to the Cabinet. I would urge others who share my concerns to email Ian Thorn (Leader of the Council) [ian.thorn@wiltshire.gov.uk](mailto:ian.thorn@wiltshire.gov.uk)

### **DfT Local Road Maintenance Reporting**

Residents may be aware that the council received a "green" rating from the DfT [Local road maintenance ratings 2025 to 2026 - GOV.UK](#). Reflecting the focus on fixing potholes, investing in preventative maintenance, and adopting innovative techniques. Over the last two years the maintenance programme has benefitted from the careful financial stewardship of the Conservative administration with an additional £20m invested in highways (over and above DfT funding for highways maintenance) in the 2024/25 & 2025/26 budgets.

However, I am aware that there is still much to do – especially at this time of year when potholes form following water and frost damage so, please continue to report issues using My Wilts. More information about the programme is at [Highways maintenance overview - Wiltshire Council](#)

### **Financial Implications**

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I am waiting to understand the detail of the proposed Lib Dem budget for 2026/27 and the Medium-Term Financial Strategy (3 year budget). It is understood that the current in year overspend is c£10m. I will update further in February.

### **Community Governance Review.**

Please let me know if you have any questions about this and the emails received from Democratic Services.

### **St Stephen's Car Park – Trowbridge**

You may be aware that at last week's Extraordinary Full Council meeting that the poor Lib Dem Deal to transfer St Stephen's Car Park in Trowbridge along with £2.5 million of taxpayers' money to a private developer was rejected. The deal was criticised for lacking a clear business plan, revenue projections, and for posing significant commercial and legal risks. Conservative councillors argued that the arrangement offered no guarantee of redevelopment and represented poor value for residents.

### **Proposed Car Parking Charge Increases**

The proposed Parking Plan 2026–2030, includes a 20% increase in parking charges, extending chargeable hours from 07:00 to 19:00, and applying weekday rates on Sundays.

Many people and high street traders are concerned about negative impacts on local businesses and high streets. Under the new tariff structure:

Hourly rates would rise to between £0.90 and £2.00.

All-day parking would increase to £7.10–£11.70.

Sunday charges would use weekday rates.

This proposal is scheduled to be considered at the February Full Council which is the budget setting meeting.

Following Cllr Reay's report it was requested that the Clerk email the Leader of Wiltshire Council stating Members concerns over the proposed 3 weekly collections of household waste.

### **133/25/26 Planning**

The following Planning Applications PL/2025/09193 & PL/2025/09026 were considered, with no objections voiced. It was therefore proposed by Cllr Bissett, seconded by Cllr Hues and UNANIMOUSLY AGREED there were NO OBJECTIONS to either application [PL/2025/09193](#).or [PL/2025/09026](#) .

<b>Reference:</b>	<a href="#">PL/2025/09193</a> - Listed building consent (Alt/Ext)
<b>Site Location:</b>	The Old Farmhouse, 9 Mill Lane, Poulshot, Devizes, SN10 1SA
<b>Proposal:</b>	Erection of single-storey rear extension. Minor internal alterations.
<b>Applicant Name:</b>	Mr & Mrs A Ritchie
<b>Officer Name:</b>	Brook Bishop
<b>Respond By:</b>	19 December 2025

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<b>Reference:</b>	<a href="#">PL/2025/09026</a> - Householder planning permission
<b>Site Location:</b>	The Old Farmhouse, 9 Mill Lane, Poulshot, Devizes, SN10 1SA
<b>Proposal:</b>	Erection of single-storey rear extension. Minor internal alterations.
<b>Applicant Name:</b>	Mr & Mrs A Ritchie
<b>Officer Name:</b>	Brook Bishop
<b>Respond By:</b>	19 December 2025

### **134/25/26 Townsend Development Update from Gaigers**

The update from Gaigers was NOTED

### **135/25/26 Parish Steward Dates for 2026 –**

The following dates were Noted as was the notice that there would be no visit in January due to the Parish Steward being needed to fill potholes.

- ~~14<sup>th</sup> January,~~
- 11<sup>th</sup> February,
- 11<sup>th</sup> March,
- 14<sup>th</sup> April,
- ~~May~~, No planned visit
- 10<sup>th</sup> June,
- 13<sup>th</sup> July,
- ~~August~~, No planned visit
- 10<sup>th</sup> September,
- 13<sup>th</sup> October,
- 11<sup>th</sup> November,
- 7<sup>th</sup> December.

### **136/25/26 Cricket Club Request**

The Cricket Club requested permission to spray the cricket playing area on the Village Green in the Spring. After discussion about the requirement of public liability insurance, risk assessments and COSHH safety data sheets, it was proposed by Cllr Bissett, seconded by Cllr Dyke and UNANIMOUSLY RESOLVED to grant permission for the Cricket Club to employ a contractor to spray the cricket playing area on the green on the condition that proof of appropriate public liability insurance, risk assessments, COSHH data sheets and the proposed date of spraying, were provided to the council beforehand and that appropriate signage was displayed on site to ensure members of the public were fully informed.

### **137/25/26 Neighbourhood Plan**

Terms of Reference for a Neighbourhood Steering Group were considered, with concerns raised about the amount of time and money it would cost to produce a Neighbourhood Plan (NP). There was also nervousness about getting it wrong and beliefs that other parishes that had their NP used against them. It was confirmed that Members views were that it was an important document and that it shouldn't be

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rushed, with the correct advice sought from Community First. It was therefore proposed by Cllr Bissett, seconded by Cllr Nixon and UNANIMOUSLY RESOLVED to defer a decision on the Terms of Reference for the Neighbourhood Plan Steering Group, and to take them to a Working Group meeting for further discussion and recommendation before reconsidering at the March Full Council Meeting.

### **138/25/26 Community Governance Review**

Members Noted the Community Governance Review and after clarification on what the review covered it was agreed, a no change request would be submitted.

### **139/25/26 Updates from Members on Delegated Actions**

- **Bus Shelter** Cllr Dyke stated that he had been trying to get advice from the Bus and Transport department at Wiltshire Council on the preferred location of a Bus Stop. He has yet to receive any contact from the department and is uneasy about progressing with proposed designs until a suitable location has been received.
- **Speed Indicator Devices (SIDs)** Cllr Church provided 3 examples of different SID's and their costs and explained that Wiltshire Council were happy to progress with installing the 2 poles for the device at a cost of £400 per site.
- **White Gates -LHFIG** - It was confirmed White Gates were being installed by Gaigers at the Townsend end of the Village, and that Wiltshire Council's LHFIG were being approached to fund the purchase and installation of White Gates at the northern end of the Village. Cllr Church was thanked by Members for her work on the SID's and White Gates.
- **Change of emails to .Org or .Gov** – It was stated that the emails had all been changed over and that the website was all up to date with the new .org emails. Cllr Dyke was thanked by Members for sorting the new emails out.

### **140/25/26 Standing Orders, Financial Regulations and Code of Conduct**

Members reviewed the attached documents, and agreed no changes were needed, therefore it was proposed by Cllr Bissett, seconded by Cllr Dyke and UNANIMOUSLY RESOLVED to re-approve, the following documents :-

- Standing Orders
- Financial Regulations
- Code of Conduct..

### **141/25/26 Finance Working Group Notes**

The attached draft notes of the Finance Working Group from 3<sup>rd</sup> December 2025 were considered and NOTED

### **142/25/26 Finance Report and Bank Balances.**

Members received and NOTED report, showing balances of.

Total Funds = £155,955.87

Parish Accounts =£ 33,927.16

Community Fund = £122,028.71

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### **143/25/26 Financial Expenditure.**

After consideration it was proposed by Cllr Bissett, seconded by Cllr Dyke and UNANIMOUSLY RESOLVED to approve the expenditure report, showing payments of £6,271.32 and credits of £13,357.63.

### **144/25/26 Draft Budget for Financial Year 2026/2027A**

The proposed draft budget was discussed, with the Tax Base and Precept setting explained. There was discussion regarding the proposed addition of 29.32%. this was not only caused by the reduced Tax Base but also the additional need to cover employment additions/oncosts, phased maintenance of Village Green trees and open space areas, etc. After deliberation of the due S106 fund and the confirmation of what it could be used for by Wiltshire Council, it was agreed the fund could be used for tree and open space maintenance..

The proposal to remove the £2,000 tree allocation and £1,000 from the 'HGF Field' (Wellbeing Open Space) was made by Cllr Bissett and seconded by Cllr Nixon and it was UNANIMOUSLY RESOLVED, to adopted the 2026–2027 budget with a precept requirement of £16,000.,with the removed £3000 to come from S106 fund, this then represents an 8.90% increase in the Band D cost from £92.05 to £100.24.

### **145/25/26 Date of Next Meeting**

The next meeting date of 10<sup>th</sup> March 2026 was NOTED

**Meeting Ended at 20:58**

.....Date.....