

POULSHOT PARISH COUNCIL

MINUTES OF THE EXTRAORDINARY FULL COUNCIL MEETING HELD IN THE HUNLOKE HALL TUESDAY 14TH OCTOBER 2025 AT 7.30 PM

PRESENT: Cllr Mike Davis (Chairman)
Cllr Liz Bissett (Vice Chairman)
Cllr Tim Hues
Cllr Chris Dyke
Cllr Frances Nixon

OFFICER: Jeannette Young (Clerk)

PUBLIC PARTICIPATION: 18 members of the public were in attendance.

There were various questions regarding the planned Village Orchard, some of which had been answered at previous meetings. Requests were made to revise the plans, removing the native trees and including only fruit trees.

89/25/26 Apologies

Apologies were received from Cllr Church.

90/25/26 Declarations of Interest

A declaration was made by Cllr Nixon that her property was near to item 6 on the agenda.

91/25/26 Minutes

It was proposed by Cllr Bissett, seconded by Cllr Dyke and UNANIMOUSLY RESOLVED to confirm the Minutes of the meeting of the Parish Council held on 9th September 2025 as a true record. The Minutes were duly signed by the Chairman, Cllr Davis.

92/25/26 Planning

The following Planning Applications were consideration and comments agreed.

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92/25/26.1

Officer's Name:	Fiona Webb	It was proposed by Cllr Bissett, seconded by Cllr Davis and unanimously agreed there were no objections to PL/2025/07314
Application No:	PL/2025/07314	
Application Type:	Listed building consent (Alt/Ext)	
Proposal:	Remove existing unsuitable materials and replacing with breathable alternatives which will help alleviate damp and preserve the fabric of the building.	
Site Address:	TOWNSEND FARMHOUSE, TOWNSEND, POULSHOT, DEVIZES, SN10 1SD	

92/25/26.2

Officer's Name:	Sue Morgan	It was proposed by Cllr Davis, seconded by Cllr Bissett and unanimously agreed there were no objections to PL/2025/07811
Application No:	PL/2025/07811	
Application Type:	Notification of proposed works to trees in a conservation area	
Proposal:	T1 & T2 - 2 x Silver Birch trees - crown lift to 3m T3 - Red Norway Maple tree - fell	
Site Address:	WHITE BUNGALOW, 2 TOWNSEND, POULSHOT, DEVIZES, SN10 1SD	

93/25/26 Tree Maintenance Quotes

Members considered all three quotes, including contractor 3 whose submission arrived too late for publishing on the agenda.

Contractor 1	£9,720.00 includes VAT	
Contractor 2	£6,150.00 includes VAT	
Contractor 3	£6,870.00 includes VAT	

After several questions about where funding would come from, it was proposed by Cllr Davis, seconded by Cllr Dyke and UNANIMOUSLY RESOLVED to go with Contractor 2, whose quote was for £6150.00 this being to complete the first stage of tree maintenance on the Village Green, with funds to be taken as follows £500 from the budget, £2000 from earmarked

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reserves, and the remaining £3650 to be taken from the instant access account ending in 569.

94/25/26 Village Orchard

After much discussion, a proposal was made by Councillor Davis, seconded by Councillor Bissett, and AGREED that communication would be made with the contractor and grant provider to organise a site meeting, to establish the location of the trees for the previously approved Orchard, being funded by Trees for Climate Grant, from Great Western Community Forest in association with Wiltshire Council, agreed planting to take place in November.

For reference Minutes 97/24/25, 20/25/26 & 53/25/26

95/25/26 Grant Application

Members considered the Grant Application and accompanying documents from the Village Hall. There were several positive comments on the provided documents and thanks offered for such a well put together application. There was one suggestion made, that to try and future proof some elements, maybe installation of USB type Cs should be considered instead of just USB sockets. It was proposed by Cllr Bissett, seconded by Cllr Hues and UNANIMOUSLY RESOLVED to approve the request for £2850.00 for essential electrical upgrades at Poulshot Village Hal, these to include replacing recessed LED downlights, pendants with moisture-proof strip lights, installing USB sockets, replacing external floodlights, kitchen power adjustments, and adding panel lights, with funding to be taken from the Community Fund.

Score 18/21

Awarded under the General Power of Competence

96/25/26 Permissions Application

The application from the Firework Event Working Group (FEWG), to use the Green Gardens for the 7th of November 2025 for Bonfire and Fireworks was considered. It was confirmed the Health and Safety Risk Assessment had been received and also stated that marshals would be provided with fluorescent waistcoats, with confirmation given that the event would be covered by the Councils Insurance. It was therefore proposed by Cllr Nixon, seconded by Cllr Bissett and UNANIMOUSLY AGREED to give permission to the Firework Event Working Group to use the Green Gardens for the annual Bonfire and Fireworks display.

97/25/26 S106 Agreement

Members reviewed the S106 Side Agreement for Higher Green Farm, Poulshot, Wiltshire, and considered its approval. After clarification on the procedure it was proposed by Cllr Nixon, seconded by Cllr Hues and UNANIMOUSLY RESOLVED that the Chair, Cllr Davis and the Vice-Chair,

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Cllr Bissett sign the S106 Side Agreement on behalf of Poulshot Parish Council. The signing of the Side Agreement was witnessed by the Clerk, Jeannette Young.

98/25/26 New Working Group Terms of Reference

Members discussed the naming of the new working group, its membership and reviewed the terms of reference, before it being proposed by Cllr Dyke, seconded by Cllr Davis and UNANIMOUSLY AGREED the name of the working group should be;- The Wellbeing Open Space, with membership to be 4 Cllrs Hues, Bissett, Dyke and Nixon, and the provided terms of reference adopted, prior to the permissions form being amended and brought back to Members for consideration and approval.

99/25/26 Skip Hire

Members considered the request to approve the extra cost of skip hire due to the invasive plant material. It was then proposed by Cllr Bissett, seconded by Cllr Dyke and UNANIMOUSLY AGREED to approve the skip hire at the extra cost of £345.00 + VAT in relation to the pond clearing and special disposal requirements of the invasive plant material, funding to come from reserves, account ending 969.

100/25/26 Date of next Meeting

The date of 11th November 2025 for the next meeting was noted.

101/25/26 Confidential Session

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

102/25/26 Confidential Minutes of the 9th of September 2025

It was therefore proposed by Cllr Dyke, seconded by Cllr Bissett and AGREED that the Confidential Minutes of the 9th of September 2025 were a true record of the meeting, with the discussed comments held with them, these were then duly signed by the Chair, Cllr Davis.

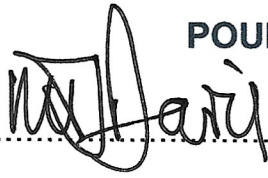
103/25/26 RFO

Offer of contract to be made.

Meeting ended at 21:01

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Signed.....

A handwritten signature in black ink, appearing to read "M. J. Davis", written over a dotted line.

Date.....

11/11/25