

SEAGRY PARISH COUNCIL

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4th September 2025

Dear Councillor,

You are summoned to a **Meeting of the Seagry Parish Council**, which will be held on **Tuesday 9th September 2025** in **The Goss Croft Hall, Upper Seagry SN15 5HD** commencing at **7.30p.m.** The Press and Public are welcome to attend the Meeting.

Yours faithfully,



Vivian A Vines MBE SLCC
Parish Clerk

FULL COUNCIL MEETING

AGENDA

(Agenda Items for decision are marked as such)

NOTICE OF MEETING – Public Notice of the Meeting is given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972.

PUBLIC QUESTION TIME: an opportunity for members of the public to address the Council on any Council matter before the formal meeting commences. (Limited to 10 minutes)

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES: an opportunity to put questions and receive information from the Wiltshire Councillor, if available, and Council delegated representatives for other organisations and functions. (Limited to 10 minutes)

1. **APOLOGIES:** To receive and agree Apologies received from Council Members. **(For Decision)**
Apologies have been received from Cllr R Barr.

2. **DECLARATIONS OF INTEREST:** To note Declarations of Interests in accordance with Seagry Parish Council's Code of Conduct and Standing Orders including any Dispensations required under the Code of Conduct. **(to note)**

3. **MINUTES:** To receive, consider and confirm the Minutes of the Parish Council Meeting/s
Council Meeting 8th July 2025. **(see attached Draft Minutes) (For Decision)**

4. **PLANNING:**

Planning Applications: To make observations on Planning Applications received. Prior to the consideration of any Planning Application, the opportunity will be given for Applicants and their Representatives and any other interested parties to address the Council. (Limited to 3 minutes each person)

- a) PL/2025/06338 – Householder Planning Permission
Proposed Two Storey Side Extension
12 Upper Seagry, Chippenham SN15 5EX
For Mr A Pivars **(see online) (For Decision)**

- b) PL/2025/04856 – Full Planning Permission
Proposed Change of Use from Holiday Accommodation to Independent Dwelling
The Anchorage, Nables Farm, Scotland Hill, Upper Seagry SN15 5HB
For Mr Andrew Jackson **(see online) (For Decision)**
* The Council considered this application at their last Meeting. Subsequently, amended details have been submitted and the Council has been invited to submit further comments if they wish.
- c) PL/2025/06615 – Full Planning Permission
Proposed Erection of building comprising 4 No. flexible B8 storage and distribution and/or Class E (g) Commercial, Business and Services units and erection of building for mixed agricultural and equestrian workshop, storage and estate office and stables, all following demolition of existing B8 storage building and site remediation, together with associated parking, servicing, drainage, infrastructure, biodiversity net gain and landscaping and alterations to existing vehicular access
Building at Seagry House, Off Henn Lane and Startley Road, Upper Seagry SN15 5HD
For Thala Family Investments Ltd **(see online) (For Decision)**

There are no further planning applications to consider at the time of Agenda publication. **(to note)**

Planning General: To receive notification of any Planning Decisions received and any amendments and updates. To receive notification and consider any other Planning related matters, including appeals and enforcement issues.

There are no planning matters to consider at the time of Agenda publication. **(to note)**

5. **FINANCE:** To note any financial matters, any receipts and payments made

a) **Payments to make (For Decision)**

Mr R Tucker. Grass cutting. Inv 04	05.08.25	£ 100.00
Mr R Tucker. Grass cutting Seagry Allotments Inv 04	05.08.25	£ 20.00
Mr R Tucker. Grass cutting. Spitfire Memorial Inv 04	05.08.25	£ 60.00
Parish Online. Geosphere Ltd mapping software 25/26 Inv 00HY192-0008	09.08.25	£ 36.00
ElanCity Ltd. Extended 3 year warranty. Inv. SO-UK06127	18.08.25	£ 61.50

b) **Payments made since last Meeting** The following payments have been made since the last Council Meeting. **(to note)**

Community First. Zurich Insurance Renewal 25/26 YLL2720278713	08.07.25	£ 23.95
Wiltshire Council. LHFIFG Contribution. Inv 92033843	05.08.25	£ 3,900.00

c) **Receipts (to note)**

There have been no receipts since the last Council Meeting. **(to note)**

d) **Bank Account Balance/s (to note)**

Lloyds Account No. 00454316 31 st July 2025	£ 46,072.32*
* any later balances will be reported at the Meeting.	

6. **HIGHWAY MATTERS:**

- a) Parish Stewards Programme/ Requirements – Local Highway and Streetscene Community Team. To raise general issues and to receive any updates. Cllr N Watson, is the Council link with the Parish Steward. Parish Steward visits for the remainder of 2025 are 2/3rd September, 2/6th October, 4/5th November and 2nd December 2025. **(to note) (For Decision)**
- b) Rights of Way – To raise general issues, to receive any updates and consider any actions required. The Council has received an approach from Great Somerford PC regarding footpath links with adjacent Parishes. **(see attached) (For Decision)**
- c) Highway & Footpaths Conditions and Maintenance – To raise general issues and to receive any updates, including highway and verge parking. **(to note) (For Decision)**

- i) HGV & Farm Traffic, Henn Lane + A429 Diverted Traffic. Pursuant to Minute 27/25 (c) (a). To receive any updates. **(to note)**
- ii) Highway verge erosion in the Upper Seagry “triangle” and generally within the Parish. Pursuant to Minute 27/25 (c) (b). To receive any updates. **(to note)**
- iii) Provision of additional salt bins. . Pursuant to Minute 27/25 (c) (c). To receive any updates. **(to note)**
- iv) Henn Lane/Startley Road - Verge Maintenance. . Pursuant to Minute 27/25 (c) (d). To receive any updates. **(to note)**

7. UPDATE ON STANDING ITEMS:

- a) Recreation Ground – Pursuant to Minute 28/25 (a). To raise general issues and to receive any updates. **(to note) (For Decision)**
- b) Notice Boards – Pursuant to Minute 28/25 (b). To raise general issues and to receive any updates. **(to note) (For Decision)**
- c) Flooding & Drainage – To raise general issues and to receive any updates. **(to note) (For Decision)**
- d) Parish/Community Website/Social Media – Pursuant to Minute 28/25 (d). To raise general issues and to receive any updates. Following the changes in Council Membership there is a need for all Members to provide up to date information, contact details, photos, etc for the Council website. **(to note) (For Decision)**
- e) Asset Register – There is no change in circumstances since the last Council Meeting. **(to note)**
- f) School Liaison – To raise general issues and to receive any updates. **(to note)**
- g) Council Standing Orders & Financial Regulations – No updates required. **(to note)**
- h) Council Code of Conduct – No updates required. **(to note)**
- i) Risk Assessment, Health & Safety and Management Register – There is no change in circumstances since the last Council Meeting. **(to note)**
- j) Freedom of Information Act-Publication Scheme – There is no change in circumstances since the last Council Meeting. **(to note)**
- k) Seagry Spitfire Memorial – Pursuant to Minute 28/25 (k). To raise general issues and to receive any updates. **(to note) (For Decision)**
- l) Goss Croft Hall – To raise general issues and to receive any updates. **(to note)**
- m) Allotments – To raise general issues and to receive any updates. **(to note)**
- n) Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum. The Area Board is scheduled to meet on the 15th September 2025 at 7.00pm in the Wiltshire History Centre, Chippenham. Further dates are scheduled for the 10th November 2025 and 9th February 2026. The Parish Forum meet next on Wednesday 24th September 2025 at 7.00pm in Kington St Michael Village Hall. The Guest Speakers will be from The Bobby Van Trust. **(to note)**
- o) Parochial Church Council – To raise general issues and to receive any updates. **(to note)**
- p) Seagry Neighbourhood Plan – Pursuant to Minute 28/25 (p). To consider and agree any actions required. **(to note) (For Decision)**
- q) Neighbourhood Watch – To raise general issues and to receive any updates. **(to note)**
- r) Emergency Planning – Pursuant to Minute 28/25 (r). To raise general issues and to receive any updates. **(to note) (For Decision)**
- s) Insurance – To raise general issues and to receive any updates. **(to note)**
- t) Signpost Magazine – To agree editorial if necessary. **(to note) (For Decision)**
- u) Seagry Community Forum – To raise general issues and to receive any updates. **(to note)**
- v) Community Speedwatch (CSW) – To receive any updates and consider any further actions required. Later agenda items refer. **(to note)**
- w) Defibrillator Project. There is no change in circumstances since the last Council Meeting. **(to note)**
- x) Data Protection-GDPR - To raise general issues and to receive any updates. **(to note)**

8. CLERKS REPORT: To note items received for decision, information, circulation and for future discussion and matters arising and updates from previous meeting/s

- a) **Autospeedwatch Devices.** To consider any updates including any further requirements and actions. **(to note). (For Decision)**
- b) **Speed Identification Devices (SIDs).** To consider any updates including any further requirements and actions. **(to note) (For Decision)**

- c) **Community Speedwatch Team.** To consider any updates including further requirements and actions. **(to note) (For Decision)**
- d) **Wiltshire Operational Flood Group North.** The Flood Group met on the 24th July 2025 10.00-12.30 as a Hybrid Meeting. (Council Chamber Monkton Park/Teams). To receive any updates. The date of the next Meeting is on Thursday 18th September 2025. The venue and meeting details are to be confirmed. A future date is scheduled for 20th November 2025. **(to note) (For Decision)**
- e) **Chippenham Local Highway and Footpath Group (LHFIG).** A LHFIG Meeting was held on the 9th June 2025. The Note Tracker/Agenda was received and circulated. To receive any updates and consider any actions required. The date for the next LHFIG Meeting is the 16th October 2025 at 10.00am in Committee Room A, Monkton Park Council Offices.. The Note Tracker will be provided in due course. **(to note) (For Decision)**
- f) **CPRE Wiltshire Best Kept Village Competition 2025.** The Council entered the Laurence Kitching Award Competition having won the North Wiltshire category. This was the “Winner of Winners” Competition and judging took place during the period 1st – 31st July 2025. The Council was advised that they did not win and came a close 5th. The Judges’ report was provided. **(see attached) (to note)**
- f) **CPRE Wiltshire Best Kept Village Competition 2025.** The Council could not enter the northern region category this year as they had won the previous year. The North Wiltshire Winners were All Cannings Parish Council. Community volunteers were able to take down the BKVC Standard & Shield to allow them to collect on Saturday 30th August 2025. **(to note)**
- g) **Wiltshire Council – Improving the Rights of Way Network at a Local Level.** Pursuant to Minute 29/25 (g). To receive any updates. **(to note) (For Decision)**
- h) **Business Plan.** Pursuant to Minute 28/25 (j). At the time of Agenda publication no suggestions have been received. To consider further. **(to note) (For Decision)**
- i) **Flood Wardens Newsletter.** The Council has received the July 25 edition of the Environment Agency Flood Wardens Newsletter. **(see attached) (to note)**
- j) **Wessex Water – Community Drop-in.** The Council has been advised that Wessex Water are holding sessions to allow customers to come and talk to them about water related issues, including bills. Local sessions are planned for 16th September and 18th November 2025 at 10-12am and 1-2pm in Chippenham Library, Market Place, Chippenham. **(to note)**
- k) **Wiltshire Council PEAS 25/26.** The Council has received the annual request for the coming winter season planning requirements. **(see attached) (For Decision)**
- l) **Wessex Water – Wiltshire Flood Warden Workshops.** The Council has been advised that Wessex Water and Wiltshire Council are running two flood warden workshops during September. The sessions will be on 16th September, Marlborough and 30th September, Salisbury 10.00am to 15.30pm. **(see attached) (to note)**
- m) **Wessex Water – Lunch & Learn sessions.** The Council has been advised that Wessex Water run sessions and following one held on the 17th July provided information and guidance on flood resilience and flash flooding and future online meeting dates. **(see attached) (to note)**
- n) **Community First AGM & Awards.** The Council has been advised that this will take place on Wednesday 8th October 2025, 5.30 to 7.30pm in Devizes Town Hall. Registration is required by the 5th September 0225 to receive related papers. **(to note)**
- o) **Upper Seagry One-Way System highway proposal.** Following a suggestion by a Parishioner the Parish Council considered the potential introduction of a one-way

system and agreed that it was worthy of further discussion with the Highway Authority. No details have been produced to date as practicalities and implications will need to be considered together with Highways input. Should there be any viable scheme possible this would need to be subject to full consultation throughout the Parish. To consider and agree any actions. **(For Decision)**

- p) **Replacement Waste Bin.** A Parishioner has requested that the Council consider replacing the existing general purpose waste bin adjacent to the Bus Stop. The existing bin is too small to accommodate the increasing usage and a larger bin is requested. To consider and agree any actions. **(For Decision)**
- q) **Bus Shelter.** A Parishioner has raised the difficulties of seeing buses particularly coming from the Startley direction. Evidently, buses do not stop automatically at designated stops and need to be “hailed”. From within the bus shelter it is not possible to view buses in either direction. Some suggestions have been made such as a chair to sit outside, a flag or a clear vision panel in ether end. To consider and agree any actions. **(to note) (For Decision)**

9. COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING:

An opportunity to raise items and issues which cannot be dealt with by the Clerk and which do not require a policy decision other than referral to a future Full Council Meeting.

- 10. DATE OF NEXT MEETING:** The next Council Meeting is scheduled for **Tuesday 11th November 2025 at 7.30pm** in The Goss Croft Hall, Upper Seagry, unless otherwise notified. However, Members should note that Tuesday 14th October 2025 is scheduled for a Council Planning Meeting and Notice will be given if this Meeting is required. **(to note)**