

SEAGRY PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.30pm

The Goss Croft Hall, Upper Seagry SN15 5HD

9th September 2025

Present: Cllr M Barber (Chairman), Cllr N Hutton, Cllr Emma Sorrell, Cllr K Taylor and Cllr N Watson.

Also Present: Wiltshire Cllr H Greenman, 14 members of the public (Alan Bentley, Janet Bentley, James Gibbons, Dale Evans, Moe Whitehall, Fiona Keir, Emma Power, Mark Power, Katy Balfry, Andrew Carnegie, Kim Vincent, Andrew Scott, Karen Watson, James Barret-Joyle) and Mr V Vines MBE Clerk of the Council.

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

PUBLIC QUESTION TIME

There were no Questions raised.

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

Wiltshire Cllr H Greenman reminded the Council that the Chippenham Community Area Parish Forum would meet on Wednesday 24th September 2025 at 7.00pm in Kington St Michael Village Hall with The Bobby Van Trust as the Guest Speakers.

There were no further Reports.

32/25 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr A Ball and Cllr R Barr (Vice Chairman).

33/25 Declaration(s) of Interest - in accordance with Seagry Parish Council's Code of Conduct (Adopted 9th November 2021) and Standing Orders (Adopted 12th May 2015)

Cllr M Barber and Cllr N Hutton declared an interest in Agenda item 4 (c) being planning application PL/2025/06615 and would leave the room during the consideration of the item.

There were no further Declarations of Interest.

34/25 MINUTES Members had been previously circulated with the Minutes.

The Council received, approved and signed as a true record the Minutes of the Parish Council Meeting held 8th July 2025. **Cllr M Barber proposed, seconded Cllr N Hutton and RESOLVED UNANIMOUSLY**

35/25 PLANNING

Planning Applications: Prior to the consideration of all Planning Applications, the opportunity was given for Applicants and their Representatives and any other interested parties to address the Council. There were no representations received in regards to items 4 (a) and (b). There were representations received in regards to item 4 (c).

Because of considerable public interest, Agenda item 4 (c) was taken before items 4 (a) and (b).

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

Following consideration of the application **the Council resolved to raise no objections.**

Cllr M Barber proposed, seconded Cllr K Taylor and RESOLVED UNANIMOUSLY

- 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

Following consideration of the amendments to this application **the Council resolved that** they had no further comments to make other than those previously provided.

Cllr M Barber proposed, seconded Cllr N Watson and RESOLVED BY MAJORITY

- 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

Prior to the consideration of the application Cllr M Barber and Cllr N Hutton, having declared an interest, left the room. As the Council Chairman was no longer available to Chair the item **Cllr Emma Sorrell proposed, seconded Cllr N Watson that Cllr K Taylor should take the role of Chairman for the item.**

In accordance with Council procedure the Applicants and their Representatives and any other interested parties were given the opportunity to address the Council. To aid discussion and for the Applicants to answer any questions raised the 3 minute time limit ruling was ignored.

Following consideration of the application **the Council resolved to raise objections and recommend that the application be refused.** The Clerk was given delegated authority to produce and submit the Council's comments based upon the discussions.

Cllr N Watson proposed, seconded Cllr Emma Sorrell and RESOLVED UNANIMOUSLY

Following the decision it was suggested that this might be an occasion where Wiltshire Cllr H Greenman be asked to call-in the application for a Committee decision should it appear that the delegated planning officer be minded to approve the application. Cllr Greenman updated the Council on changes to the call-in opportunities following the Government's proactive policy approach and the potential problems associated with the Committee overturning an officer recommendation leading to the Authority being placed in "special measures" should an appeal be successful. With this in mind it was agreed that Cllr Greenman would ascertain the planning officer's initial thoughts to determine if a call-in was required. This situation could lead to a need for a call-in that could be withdrawn if the officer shared similar views as the Parish Council.

Following the conclusion of item 4 (c) Cllr M Barber and Cllr N Hutton rejoined the Council Meeting and Cllr Barber resumed the Chairman's role for items 4 (a) and (b) and for the remainder of the Council Meeting.

There were no further planning applications considered.

Planning General: The Council noted planning decisions and planning related matters, including appeals and enforcement issues since the last Council Meeting.

There were no planning matters reported.

26/25 FINANCE

The Council considered financial matters and received notification of receipts, invoices for payment and invoices paid since the last Council Meeting.

a) **Payments:** The Council considered and approved the following Payments.

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
Mr R Tucker. Grass cutting. Inv 05	05.09.25	£ 50.00
Mr R Tucker. Grass cutting Seagry Allotments Inv 05	05.09.25	£ 10.00
Mr R Tucker. Grass cutting. Spitfire Memorial Inv 05	05.09.25	£ 120.00
Parish Online. Geosphere Ltd 25/26 Inv 00HY192-0008	09.08.25	£ 36.00
ElanCity Ltd. Extended 3 year warranty. Inv. SO-UK06127	18.08.25	£ 61.50

Cllr M Barber proposed, Cllr K Taylor seconded and RESOLVED UNANIMOUSLY

- b) **Payments made since last Meeting:** The Council **noted** the following payments had been made since the last Council Meeting.

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

- c) **Receipts:** The Council **noted** that there had been no receipt/s since the last Council Meeting.

- d) **Bank Account Balance/s** The Council noted the following balance. **(noted)**

Lloyds Account No. 00454316 31st July 2025 £ 46,072.32

37/25 HIGHWAY MATTERS

- a) **Parish Stewards Programme/Requirements:** general issues for the Local Highway & Streetscene Community Team. Cllr N Watson updated the Council advising that he had met the Parish Steward, toured the Parish and agreed requirements. Future Parish Steward visits were scheduled for 2/6th October, 4/5th November and 2nd December 2025. **(noted)**
- b) **Rights of Way:** Cllr A Ball had provided a brief written report on progress. He advised that the planned kissing gate installation would be started in the near future. An approach from Great Somerford PC regarding footpath links with adjoining Parishes was being considered. It was stressed that riparian owners should be reminded of their responsibilities, such as overhanging trees. Possible use of WhatsApp would be considered. **(noted)**
- c) **Highway Conditions and Maintenance:** general issues in regards to Highway Conditions and Maintenance within the Parish.
- a. HGV & Farm Traffic, Henn Lane + A429 Diverted Traffic – Highways Generally. There was no change in circumstances since the last Council Meeting. **(noted)**.
 - b. Highway verge erosion in the Upper Seagry “triangle” and generally within the Parish. There was no change in circumstances since the last Council Meeting. **(noted)**
 - c. Provision of Additional salt/grit bins. There had been no change in circumstances since the last Council Meeting. There remained a need to source additional bins for identified locations. **(noted)**.
 - d. Henn Lane/Startley Road - Verge Maintenance. There was no update on this occasion. **(noted)**

38/25 STANDING ITEMS

- a) **Recreation Ground:** Pursuant to Minute 28/25 (a). The Council was advised by Moe Whitehall that she had made application for an Area Board grant towards equipment upgrades and that there was a need for local support to be shown. In these circumstances **the Council agreed** to a Section 137 grant as a pledge of £2,500.00 towards the project. Any other help the Parish Council could give

would be considered in due course. **Cllr N Hutton proposed, Cllr K Taylor seconded and RESOLVED UNANIMOUSLY**

- b) **Notice Boards:** Pursuant to Minute 28/25 (b). There were no issues raised. **(noted)**
- c) **Flooding & Drainage:** There were no issues raised. **(noted)**
- d) **Parish/Community Website/Social Media:** Pursuant to Minute 28/25 (d). There remained a need for all Members to provide up to date information, contact details, photos, etc for the Council website. **(noted)**
- e) **Asset Register:** There was no update necessary. **(noted)**
- f) **School Liaison:** Pursuant to Minute 28/25 (f). Cllr Emma Sorrell was pleased to report that funds for after-School cover had been found. **(noted)**
- g) **Council Standing Orders & Financial Regulations:** There was no update necessary. **(noted)**
- h) **Council Code of Conduct:** There was no update necessary. **(noted)**
- i) **Risk Assessment, Health & Safety and Management Register:** There was no update necessary. **(noted)**
- j) **Freedom of Information Act-Publication Scheme:** There was no update necessary. **(noted)**
- k) **Seagry Spitfire Memorial:** Pursuant to Minute 28/25 (k). There had been no change in circumstances since the last Council Meeting. **(noted)**
- l) **Goss Croft Hall:** There were no issues raised. **(noted)**
- m) **Allotments:** There were no issues raised. **(noted)**
- n) **Wiltshire Council Chippenham Area Board and Chippenham Community Area Parish Forum:** The Area Board would meet on Monday 15th September 2025 at 7.00pm in the Wiltshire History Centre, Chippenham. Further dates were scheduled for the 10th November 2025 and 9th February 2026. The Parish Forum was scheduled for Wednesday 24th September 2025 at 7.00pm in Kington St Michael Village Hall. The Guest Speaker/s would be from The Bobby Van Trust. **(noted)**
- o) **Parochial Church Council:** There was no update on this occasion. **(noted)**
- p) **Seagry Neighbourhood Plan:** Pursuant to Minute 28/25 (p). There was no update on this occasion. **(noted)**
- q) **Neighbourhood Watch:** There was no update. **(noted)**
- r) **Emergency Planning:** Pursuant to Minute 28/25 (r). There had been no change in circumstances since the last Council Meeting. Cllr M Barber would consider further and report accordingly. **(noted)**
- s) **Insurance:** There was no update required on this occasion. **(noted)**

- t) **Signpost Magazine:** Cllr A Ball would submit any articles on Parish Council matters when timescales allowed. **(noted)**
- u) **Seagry Community Forum:** There was no update. **(noted)**
- v) **Community Speedwatch (CSW):** Minute 39/25 (c) below refers. **(noted)**
- w) **Defibrillator Project:** There was no update on this occasion. **(noted)**
- x) **Data Protection. GDPR:** There was no update required. **(noted)**

39/25 CLERKS REPORT

The following items were received for decision, information, and circulation and for future discussion and matters arising and updates from previous meeting/s.

- a) **Autospeedwatch Devices.** There was no change in circumstances since the last Council Meeting. The matter continued to be discussed at the Community Area Parish Forum seeking support for their use from Wiltshire Police. **(noted)**
- b) **Speed Identification Devices (SIDs).** There was no change in circumstances since the last Council Meeting. **(noted)**
- c) **Community Speedwatch Team.** There was no change in circumstances since the last Council Meeting. **(noted)**
- d) **Wiltshire Operational Flood Group North.** The Flood Group had met on the 24th July 2025 10.00-12.30 as a Hybrid Meeting. (Council Chamber Monkton Park/Teams). The date of the next Meeting was Thursday 18th September 2025. The venue and meeting details are to be confirmed but were likely to be similar. **(noted)**
- e) **Chippenham Local Highway and Footpath Group (LHFIG).** The last LHFIG Meeting was held on the 9th June 2025. The Note Tracker/Agenda had been received and circulated. The date for the next LHFIG Meeting was the 16th October 2025 at 10.00am in Committee Room A, Monkton Park Council Offices.. The Note Tracker would be provided in due course. **(noted)**
- f) **CPRE Wiltshire Best Kept Village Competition 2025.** The Council had entered the Laurence Kitching Award Competition having won the North Wiltshire category. This had been the “Winner of Winners” Competition and judging had taken place during the period 1st – 31st July 2025. The Council had been advised that they did not win and had come a close 5th. The Judges’ report had been provided. **(noted)**
- g) **Wiltshire Council – Improving the Rights of Way Network at a Local Level.** Pursuant to Minute 29/25 (g). Cllr A Ball would consider further and report accordingly. **(noted)**
- h) **Business Plan.** Pursuant to Minute 28/25 (j). No suggestions had been received and the matter was deferred to the next Council Meeting. **(noted)**
- i) **Flood Wardens Newsletter.** The Council noted receipt of the July 25 edition of the Environment Agency Flood Wardens Newsletter. **(noted)**

- j) **Wessex Water – Community Drop-in.** The Council had been advised that Wessex Water were holding sessions to allow customers to come and talk to them about water related issues, including bills. Local sessions were planned for 16th September and 18th November 2025 at 10-12am and 1-2pm in Chippenham Library, Market Place, Chippenham. **(noted)**
- k) **Wiltshire Council PEAS 25/26.** The Council had received the annual request for the coming winter season planning requirements. At this time the Council did not foresee any requirements other than checking that the grit bins were full. **(noted)**
- l) **Wessex Water – Wiltshire Flood Warden Workshops.** The Council had been advised that Wessex Water and Wiltshire Council were running two flood warden workshops during September. The sessions would be on 16th September, Marlborough and 30th September, Salisbury 10.00am to 15.30pm. **(noted)**
- m) **Wessex Water – Lunch & Learn sessions.** The Council had 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. **(noted)**
- n) **Community First AGM & Awards.** The Council had been advised that this would take place on Wednesday 8th October 2025, 5.30 to 7.30pm in Devizes Town Hall. The Council was also advised that the Community First were seeking additional Trustees and a Trustee Chair. **(noted)**
- o) **Upper Seagry One-Way System highway proposal.** Following a suggestion by a Parishioner the Parish Council had considered the potential introduction of a one-way system and had agreed that it was worthy of further discussion with the Highway Authority. No details had been produced to date as practicalities and implications would 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. The matter was deferred until the next Council Meeting to allow preliminary ideas to be produced. **(noted)**
- p) **Bus Shelter.** A Parishioner had raised the difficulties of viewing buses particularly coming from the Startley direction. Evidently, buses did not stop automatically at designated stops and needed to be “hailed”. From within the bus shelter it was not possible to view buses in either direction. The Parishioner had made some suggestions such as a chair to sit outside, a flag or a clear vision panel in either end. The Council had noted that there were already obscure glazed openings in either end and the simple solution was to re-glaze in clear glass. Cllr Emma Sorrell agreed to seek costs. **(noted)**

40/25 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

- i) **Community Governance Review (CGR).** The Clerk reported that notification had been received that the Electoral Review Committee of Wiltshire Council would be considering future CGR’s that should be conducted every 10-15 years or as circumstances required. The Council was not being asked for their opinion on potential changes but for the Clerk to provide factual information to advise if their Parish should be prioritised for review. Also if they wished to request any changes. The CGR would take place whether the Council wished it to, or not, and

the Council could be proactive rather than re-active in order to reduce any negative impacts that might be proposed by others. The response was required by the 8th October 2025 and the Clerk would advise Wiltshire Council that no Review was necessary at this time.

There were no further issues raised.

41/25 DATE OF NEXT MEETING

The next Council Meeting was scheduled for **Tuesday 11th November 2025 at 7.30pm** in The Goss Croft Hall, Upper Seagry, unless otherwise notified. However, Members noted that Tuesday 14th October 2025 was scheduled for a Council Planning Meeting and Notice would be given if this Meeting was required.

Signed:

Date: **11th November 2025**