

SEAGRY PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.30pm

The Goss Croft Hall, Upper Seagry SN15 5HD

11th November 2025

Present: Cllr M Barber (Chairman), Cllr A Ball, Cllr R Barr (Vice Chairman), Cllr N Hutton, Cllr Emma Sorrell, Cllr K Taylor and Cllr N Watson.

Also Present: 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

There were no Reports.

42/25 APOLOGIES FOR ABSENCE

All Council Members were in attendance. Apologies were received from Wiltshire Cllr H Greenman.

43/25 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)

There were no Declarations of Interest.

44/25 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 9th September 2025. **Cllr K Taylor proposed, seconded Cllr N Hutton and RESOLVED UNANIMOUSLY**

45/25 PLANNING

Planning Applications: There were no planning applications considered on this occasion.

Planning General: The Council received notification of the following planning related matters.

- a) Wiltshire Gypsies and Travellers Development Plan Document Update (DPD).

Notification had been received that Wiltshire Council was re-commencing the process following the deferment of a decision and as part of the review they were re-opening their “call for sites” until the 21st November 2025 giving the opportunity for landowners to submit sites for assessment and potential allocation in the revised DPD. Following consideration **the Council agreed** that there were no suitable sites within the Parish.

i) The possibility of securing a Tree Preservation Order on trees adjacent to the previously suggested site allocation would be investigated. **(noted)**

- b) Wiltshire Local Plan 2020-2038 Examination – Notification of Stage 2 & 3 Arrangements.

The Council had been advised that in response to the Regulation 19 Consultation the next stages of the Local Plan Examination process would commence with the Stage 2 Hearing sessions from 10.00am on the 11th November to 13th November 2025 and 2nd December to 4th December 2025 with Stage 3 Hearings commencing from 10.00am on the 10th February to 12th February 2026, Tuesday 3rd March to 5th March 2026 and 17th March to 19th March 2026. All being held at Emmanuel’s Yard, Church Street, Trowbridge BA14 8RZ. There had been a deadline for written statements of the 20th October 2025 for Stage 2 matters and the 21st November for Stage 3 matters. **The Council had previously responded to Consultations on the Local Plan.**

- c) Notice of Acceptance of an application for a Development Consent Order (DCO) by the Planning Inspectorate (on behalf of the Secretary of State) under Section 56 of the Planning Act 2008 – Lime Down Solar Park.

Notification had been received that proposals (EN010168) for Five Solar Array Sites, etc. had been submitted to the Secretary of State on the 19th September 2025 and was accepted for examination on the 17th October 2025. Hard copy details could be viewed at Malmesbury, Chippenham, Corsham, Melksham and Yate Libraries. Representations and PINS Registration could be submitted by 23:59pm Friday the 9th January 2026. **The Council had previously responded to Developer Consultations on the proposals and would re-submit the comments within the timescale to receive PINS Registration.**

There were no further planning matters reported.

46/25 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 06	30.09.25	£ 100.00
Mr R Tucker. Grass cutting Seagry Allotments Inv 06	30.09.25	£ 20.00
Mr R Tucker. Grass cutting. Spitfire Memorial Inv 06	30.09.25	£ 120.00
Wiltshire Council. Elections costs. Inv 92051912-1	14.10.25	£ 340.00

Black Nova Designs. Website Hosting etc. Inv 28882	19.10.25	£ 120.00
Martin D Sugden. Defibrillator installation costs	02.11.25	£ 1,685.00
Mr R Vivash. Bus shelter mural materials etc.	14.10.25	£ 95.45

Cllr M Barber proposed, Cllr N Watson seconded and RESOLVED UNANIMOUSLY

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

Black Nova Designs. Website Domain costs 25/26. Inv 28459 18.09.25 £ 120.00

- c) **Receipts:** The Council **noted** the following receipt since the last Council Meeting

Wiltshire Council. Precept 25/26 Tranche 2 25.09.25 £ 12,000.00

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

Lloyds Account No. 00454316 31st October 2025 £ 53,687.57

47/25 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 and agreed requirements. Future Parish Steward visits were scheduled for 4/5th November and 2nd December 2025. **(noted)**
- b) **Rights of Way:** Cllr A Ball updated the Council on progress, particularly mentioning the need for a replacement gate/stile adjacent to The Spitfire Memorial. Ownership of the land and the RofWay would need to be investigated further. **(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. No further action would be taken at this time. **(noted)**.
 - b. Highway verge erosion in the Upper Seagry “triangle” and generally within the Parish. No further action would be taken at this time. **(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. Cllr N Watson would approach the Parish Steward to see if he could assist, including filling existing salt/grit bins. **(noted)**.
 - d. Henn Lane/Startley Road - Verge Maintenance. The matter was closed. and no further action taken. **(noted)**
 - e. Seales Court area – Highway re-surfacing etc. It was understood that Wiltshire Highways had included this in their forward works programming. **(noted)**

48/25 STANDING ITEMS

- a) **Recreation Ground:** The Council had received a written report from Moe Whitehall and she had been successful in obtaining grants towards equipment upgrades and the works could proceed. The Council had pledged a Section 137 grant of £2,500.00 towards the project. Any other help the Parish Council could give would be considered in due course. **(noted)**
- b) **Notice Boards:** There were no issues raised. **(noted)**
- c) **Flooding & Drainage:** The Council would need to remind the Goss Croft Hall Trustees of their riparian owner responsibilities in regards to highway ditches fronting the Hall. **(noted)**
- d) **Parish/Community Website/Social Media:** Pursuant to Minute 38/25 (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:** There was no update on this occasion. **(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. There was a need to seek an update on the present circumstances. **(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 had met on the 10th November 2025 at 7.00pm in the Wiltshire History Centre, Chippenham. The next was scheduled for the 9th February 2026. The Parish Forum had met on Wednesday 24th September 2025 in Kington St Michael Village Hall. The Guest Speaker had been from The Bobby Van Trust. The next Parish Forum Meeting was scheduled for Wednesday 26th November 2025 at 7.00pm in the St Mary Magdalene Church, Hullavington. The Guest Speaker would be from the SSEN (Scottish & Southern Electricity Networks). **(noted)**
- o) **Parochial Church Council:** There was no update on this occasion. **(noted)**

- p) **Seagry Neighbourhood Plan:** There was no update required 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 49/25 (c) below refers. **(noted)**
- w) **Defibrillator Project:** The Council leased 2 defibrillators through the S W Ambulance Trust scheme. One sited at The Recreation Field Pavilion, the other adjacent to Field House, Lower Seagry. The provision and installation of the latter had been around the Covid period and the contractor carrying out the works at Lower Seagry had only just completed the works and submitted an invoice. The invoice included a small element of works relating to repairing accidental third party wall damage (£100.00). The account total is £1,685.00 and the **Council agreed to pay the invoice.**
- x) **Data Protection. GDPR:** There was no update required. **(noted)**

49/25 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. **(noted)**
- b) **Speed Identification Devices (SIDs).** At the last Council Meeting the Council had extended the warranty period for SID Unit UK817 originally expiring on the 26.09.25 and now extended until 26.09.28. The Company had now reminded the Council that the warranty period for SID Unit UK1038 expired on the 21.03.26 and asked for confirmation that the warranty should be extended to 21.03.29. The Clerk had confirmed that the extended warranty was required and the Council would be invoiced after the 21.03.26. **(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 18th September 2025 10.00-12.00 as a Hybrid Meeting. (Council Chamber Monkton Park/Teams). The date of the next Meeting was scheduled for Wednesday 19th November 2025 10.00 - 12.00. The Agenda, venue and hybrid meeting details would be provided. The date scheduled for a further Flood Group Meeting was the 21st January 2026. The Council was reminded that on completion of the works adjacent to Hungerdown House the Council had

requested a map identifying the works that had been carried out so that they held a record for future use. **(noted)**

- e) **Chippenham Local Highway and Footpath Group (LHFIG).** The last LHFIG Meeting was held on the 16th October 2025 at 10.00am in Committee Room A, Monkton Park Council Offices. The Note Tracker had been provided. The next LHFIG Meeting was scheduled for the 8th January 2026 at 10.00am in the same venue. **(noted)**
- f) **Wiltshire Neighbourhood Watch Association AGM.** The Council had been advised that this would take place on Saturday 18th October 2025 at Wiltshire Police HQ, Devizes at 10.00am. Guest Speakers were the Chief Constable, Catherine Roper and Philip Wilkinson, Police & Crime Commissioner. Since then the new Chair of the Association, Rob Greenwood, had written encouraging participation. **(noted)**
- g) **ANPR Camera – Burton.** Parish Forum Members had received a Neighbourhood Policing Team update advising that research showed that many burglary offenders in the rural area are likely to live outside of Wiltshire and that offences in the villages adjacent to the B4049 from the Acton Turville direction through to the A420, including the Allington area suffered badly. There were proposals to install an ANPR camera on the route that could vastly improve detection rates but that this would be subject to funding. It had been suggested that a camera installation would cost around £5k and that with local Parish Council support this could be installed within a short timetable. Following consideration **the Council agreed** to a £200.00 Section 137 Grant towards the project. **Cllr M Barber proposed, Cllr N Hutton seconded and RESOLVED UNANIMOUSLY**
- h) **Wiltshire Council Briefing Note 25-07.** The Council had received a Briefing Note in regards to new Bus Stop Infrastructure Funding and Emerging Processes for Requests. **The Council would respond advising that there was only one Bus Stop and that the Bus Shelter belonged to the Parish Council.**
- i) **Wiltshire & Swindon Local Nature Recovery Strategy (LNRS).** From previous reports and consultations the Council was aware of the lengthy process to date and had been advised that the LNRS was now progressing to its adoption and publication process. During October Wiltshire Council considered its adoption, publication and submission to DEFRA. Now adopted the LNRS will enter its delivery stage. Wiltshire Council had provided an update for Parish Councils. **(noted)**
- j) **Wiltshire Council Briefing Note 25-08.** The Council had received a Briefing Note in regards to the Gypsies and Travellers DPD and a call for sites. **(noted)**
- k) **Wiltshire Council Strategic Planning – Call for Sites.** The Council, further to Minute 49/25 (j) above had received further information and a call for sites. The Council had agreed earlier in the Meeting that there were no suitable sites within the Parish. (Minute 45/25 (a) refers) **(noted)**
- l) **Bus Shelter.** Pursuant to Minute 39/25 (p). The potential costs of re-glazing and the associated work was excessive and the possibilities of grants towards the works would be investigated under Minute 49/25 (h). **(noted)**

- m) **Upper Seagry One-Way System highway proposal.** Pursuant to Minute 39/25 (o). 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. It had been agreed to prepare preliminary ideas to consider practicalities and implications. Should there be any viable scheme possible this would need to be subject to a full community consultation. Following consideration **the Council agreed that** road safety within Seagry was a high priority and that this proposal might fit within an overall plan. Consequently, further advice would be sought from LHFIG to seek Wiltshire Highways views.
- n) **Business Plan.** Pursuant to Minutes 28/25 (j) and 39/25 (h). The matter was deferred until the next Council Meeting. The budget process could provide input. **(noted)**
- o) **Wessex Water – Community Drop-in.** The Council had been advised that Wessex Water was holding sessions to allow customers to come and talk to them about water related issues, including bills. Local sessions had been planned for 16th September and 18th November 2025 at 10-12am and 1-2pm in Chippenham Library, Market Place, Chippenham. **(noted)**
- p) **“Oaks at 80” Project.** The Council noted that the Great Western Community Forest had launched a project to plant Oak trees to commemorate the end of World War II and **agreed that** no action was necessary. **(noted)**
- q) **Flood Wessex Lunch & Learns Sessions.** The Council had received invitations. Future online Sessions were planned for 13th November and 27th November 2025 and the 22nd January 2026 and details had been provided. **(noted)**
- r) **Community Governance Review (CGR).** Pursuant to minute 40/25 (i). 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 require. The Council had not been 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 have been proactive rather than re-active in suggesting changes that may reduce negative situations. The Clerk had responded within the timescale to advise that the Council considered that no Review was necessary at this time. **(noted)**

50/25 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

- i) Parish Council Budget and Precept Requirement 2026-2027. To meet the Wiltshire Council timescale the Council would need to consider their Budget at the next Council Meeting and provide Wiltshire Council with their Precept Requirement for the year. Members would be circulated with Budget consideration details.
- ii) Bus Shelter Mural. The project was complete and was a success. Other than the materials used there had been no cost to the Council and the Artist was adamant that she wanted no recompense. With this in mind the Council felt that an official letter of thanks should be sent.

There were no further issues raised.

51/25 DATE OF NEXT MEETING

The next Council Meeting was scheduled for **Tuesday 13th January 2026 at 7.30pm** in The Goss Croft Hall, Upper Seagry, unless otherwise notified. However, Members noted that Tuesday 9th December 2025 was scheduled for a Council Planning Meeting and Notice would be given if this Meeting was required.

Signed:

Date: **13th January 2026**