SEAGRY PARISH COUNCIL

DRAFT MINUTES
Council Meeting
held at 7.30pm
The Goss Croft Hall, Upper Seagry SN15 5HD

14th July 2026

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

Also Present: Wiltshire Councillor H Greenman, 1 Member of the Public (Mr A Scott) 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 Councillor H Greenman provided a brief update on Wiltshire Council matters referring to the Local Plan Review timescale, the significant changes in housing requirement figures, including the Gypsy and Travellers' allocation figures and Delegation of Decisions being made by Planning Officers with the withdrawal of the "call-in" procedure. All matters were later agenda items.

There were no further Reports.

22/26 APOLOGIES FOR ABSENCE

All Council Members were in attendance..

23/26 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.

24/26 MINUTES Members had been previously circulated with the Minutes.

i) The Council received, approved and signed as a true record the Minutes of the Annual Parish Council Meeting held 12th May 2026. **Cllr M Barber proposed, seconded Cllr N Hutton and RESOLVED UNANIMOUSLY**

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25/26 PLANNING

Planning Applications: Prior to the consideration of each Planning Application, the opportunity was given for Applicants and their Representatives and any other interested parties to address the Council. No Representations were received.

a) PL/ PL/2026/03527– Householder planning permission
Erection of a rear elevation timber framed orangery, timber porch and window/door alterations
Seagry Mill House, Lower Seagry, Chippenham SN15 5ES
For Annalisa Riches & Simon Gooderham

Following consideration **the Council agreed** that they had no objections.

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

There were no further planning applications considered.

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

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

The Council understood that there was a significant number of additional pitches now required in Wiltshire (297) as a result of the Government's requirement to include settled travellers and van dwellers in allocations. It can be expected that the Seagry site will be included in future consultations. **(noted)**

b) 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 drainage alterations to existing vehicular access
Building at Seagry House, Off Henn Lane and Startley Road, Upper Seagry SN15 5HD
For Thala Family Investments Ltd

The Council had considered this planning application on the 9th September 2025 and submitted comments including further comments on revisions to the application. The Northern Area Planning Committee had met on the 13th May 2026 and Draft Minutes had been published, subsequently adopted on the 8th July 2026. A resolution from the 13th May NAPC was that the Officers should discuss proposed conditions with the applicant, the Parish Council and others. The Clerk had attended a meeting with Officers and Members were provided with a Briefing Note related to proposed planning conditions and re-

wording of some. The Council was required to consider the Conditions that have been suggested by the Officers. This did not prevent the Council from raising other related planning matters.

Following consideration **the Council agreed** that the Clerk should respond on the Council's behalf advising Wiltshire Council that the comments made were without prejudice to the Council's views that they had fundamental objections to the proposals that did not conform to the Wiltshire Local Plan, the Seagry Neighbourhood Plan and National NFFP Policies and that it was extraordinary that Wiltshire Council had taken a differing view. Furthermore, there were no material considerations that could outweigh the Policies that could warrant a planning permission being given for a large scale development in a countryside location outside the long accepted Village planning category in the Local Plan being identified as being unsustainable, with no identified Village/Parish need where occupiers and users would travel from a wide area to access the site.

In responding to the proposed planning conditions the Council commented on HGV vehicle restrictions and working day/week times for the Class B8 use. That "flooding" should not be the only emergency situations that used the Henn Lane access that should be exit only as the Highway Authority themselves considered Henn Lane unsuitable for daily traffic associated with the development. In relation to the Class E(g) use the Council felt the working hours should be similar to the Class B8 use and raised the issue of the control of internal noise levels. Finally, there was a need for Highway directional signage to be addressed. **It was agreed that** the Clerk should expand on these issues in the formal response to Wiltshire Council.

Cllr A Ball proposed, Cllr M Barber seconded and RESOLVED UNANIMOUSLY

c) PL/2025/09810 – Permission in Principle
Permission in Principle (PiP) application for residential development consisting of a minimum of 4 no dwellings and maximum of 9 no dwellings
Land at Brakenhill Mews, Upper Seagry, Chippenham SN15 5EU
For Mr and Mrs Allum and Kate Sutherland

The Parish Council was aware that this application had been refused by Wiltshire Council. The Council had received notification that the applicant had now submitted a written representation appeal against the decision.
(noted)

d) PL/2025/10016 – Full planning permission
Conversion of Class Q into Full Planning Permission for one new self build dwelling
Church Farm, Lower Seagry, Chippenham SN15 5EP
For Mr Chris Uption
Application withdrawn on the 15th May 2026

e) PL/2026/02585 – Full planning permission
Erection of two new dwellings in the alternative to Application PL/2025/01981
Nables Farm, Scotland Hill, Upper Seagry, Chippenham SN15 5HB
For Mr Andrew Jackson
Application Refused by Wiltshire Council 12th June 2026

f) Lime Down Solar Park – Update 7th July 2026.

The Council had been advised by PINS of the Examining Authority's procedural decision. **(noted)**

g) Wiltshire Local Plan - Update

The Council had been informed of the Wiltshire Council's intention to commence the preparation of a new Wiltshire Local Plan together with a timetable of key milestones including anticipated consultations with stakeholders and communities. There would be a consultation and a call for sites running until 30th September 2026. **(noted)**

There were no further planning matters reported.

26/26 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 02	01.06.26	£ 100.00
Mr R Tucker. Grass cutting. Seagry Allotments Inv 02	01.06.26	£ 20.00
Mr R Tucker. Grass cutting. Spitfire Memorial Inv 02	01.06.26	£ 120.00
Mr R Tucker. Grass cutting. Inv 03	29.06.26	£ 100.00
Mr R Tucker. Grass cutting. Seagry Allotments Inv 03	29.06.26	£ 20.00
Mr R Tucker. Grass cutting. Spitfire Memorial Inv 03	29.06.26	£ 120.00
WALC. Training Course fees. Inv WALC-1231	20.05.26	£ 48.00
Community First. Zurich Insurance Renewal 26/27	01.07.26	£ 299.41

Cllr M Barber proposed, Cllr A Ball seconded and RESOLVED UNANIMOUSLY

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

Public Works Loan Board. Direct Debit payment	01.06.26	£ 2,601.16

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

Allotment Holders payments 6 No 05.05.26 -12.05.26	£ 165.00

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

Lloyds Account No. 00454316 30th June 2026	£ 49,772.54

27/26 HIGHWAY MATTERS

a) **Parish Stewards Programme/Requirements:** general issues for the Local Highway & Streetscene Community Team. Cllr N Watson updated the Council and agreed requirements. Remaining Parish Steward visits scheduled for 2026 were 2nd/3rd September, 5th/6th October, 3rd/4th November and 2nd December 2026

(second date refers to half a day in each case). The Parish Steward needed to be informed of required works and a template was available to register the top five priorities. **(noted)**

b) **Rights of Way:** The leaning natural stone boundary wall at Manor Farm, Upper Seagry. The Clerk reported that he had written to the owner and awaited a response. **(noted)**

c) **Highway Conditions and Maintenance:** general issues in regards to Highway Conditions and Maintenance within the Parish. There were no issues raised on this occasion. **(noted)**

28/26 STANDING ITEMS

a) **Recreation Ground:** The Council understood that there was a need to encourage additional Trustees to come forward to assist the existing Trustees. **(noted)**

b) **Notice Boards:** The Lower Seagry notice board was deteriorating and required some maintenance. Cllrs R Barr and Emma Sorrell would inspect and recommend actions required. **(noted)**

c) **Flooding & Drainage:** The Council had yet to receive a map of the significant highway drainage works carried out around Hungerdown House last year for future reference. **(noted)**

d) **Parish/Community Website/Social Media:** There remained a need for all Members to provide up to date information, contact details, photos, etc for the Council website. Members had been provided with gov.uk email addresses and password details and there was a need for all to complete the connections as this was now required by Law, so that all Council communications used the gov.uk addresses. **(noted)**

e) **Asset Register:** There was no update necessary. **(noted)**

f) **School Liaison:** There was no change in circumstances since the Council had last met. The Council wished to encourage and assist whenever possible. **(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:** There remained a need to ascertain the legal status and financial position before the Council could take over responsibility. Cllr R Barr would make contact with the Trustees. **(noted)**

l) **Goss Croft Hall:** The **Council agreed that** they would fund any associated costs in moving the defibrillator to the external position, including the provision of the wall cabinet.

m) **Allotments:** There was no update required on this occasion. **(noted)**

n) **Wiltshire Council Chippenham Area Board and Chippenham Community Area Parish Forum:** The Area Board had met on the 1st June 2026 at 7.00pm in the Wiltshire History History Centre, Chippenham. The next was scheduled for the 12th October 2026 in the same venue. The Parish Forum had met on Wednesday the 17th June 2026 in the Sutton Benger Village Hall. The next Forum was scheduled for Wednesday 30th September 2026 at 7.00pm in Hullavington Village Hall. **(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:** There had been no change in circumstances since the last Council Meeting. Cllr M Barber would now be assisted by Cllr N Watson in updating the existing Plan and report accordingly. See also Minute 29/26 (k). **(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) **Community Speedwatch (CSW):** Minute 29/26 (c) below refers. **(noted)**

v) **Defibrillator Project:** The Council had agreed at the last Council Meeting to take over ownership and responsibility of the existing defibrillators in Upper and Lower Seagry from the SW NHS Ambulance Trust who would gift them to the Council. Further discussions between involved parties had identified that the existing lease arrangement would expire on the 27th January 2028 and so there was no further action required until then. The Council had also agreed that it was timely to remind all Parishioners of the positions of the defibrillators through The Signpost and other means. **(noted)**

w) **Data Protection. GDPR:** Cllr N Hutton reported that the Seagry WhatsApp GDPR status had been queried by a Parishioner. It was confirmed that the Seagry WhatsApp was a community led facility and had no connection with the Parish Council. **(noted)**

29/26 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).** 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 last met on Wednesday 20th May 2026. The date scheduled for the next Flood Group Meeting was the 22nd July 2026. Further Meetings were scheduled for 23rd September and 11th November 2026. **(noted)**

e) **Chippenham Local Highway and Footpath Group (LHFIG).** The last LHFIG Meeting had been held on the 31st March 2026 at 10.00am in Monkton Park Council Offices. The Note Tracker had been provided. The date of the next LHFIG Meeting was the 24th September 2026. A further date was scheduled for the 28th January 2026. **(noted)**

f) **Wiltshire Council Briefing Note 26-06.** The Council noted receipt of a Briefing Note in regards to the ongoing Community Governance Review. At this time the Chippenham Community Area was not affected. **(noted)**

g) **Panapalooza – 12th – 14th June 2026.** The Council had considered this Festival at their last Council Meeting and had agreed that it would be beneficial to meet with the organiser to discuss matters of interest. Subsequently, that meeting had taken place and the Event had been held. The Council considered local comments received following the Event **and agreed that** it would be beneficial to meet with the organiser again to share experiences that can inform future Events.

h) **Wiltshire Council Briefing Note 26-07.** The Council noted receipt of a Briefing Note in regards to the Five-year Housing Land Supply and Updated Gypsies and Travellers' Accommodation Assessment. This was of particular concern as allocation requirements had significantly increased and this could impact on the status of the Parish. **(noted)**

i) **WALC – Road Safety Information Seminar.** The Council had been invited to this Seminar to be held on Friday 17th July 2026, 1.00pm to 3.40pm (approx) at the Conference Suite, County Hall, Trowbridge, in conjunction with the Wiltshire and Swindon Road Safety Partnership. Written questions could have been submitted by the 3rd July 2026, the date bookings closed. It had been emphasised that the event was not designed to consider individual Parish or Town-specific highways cases or concerns. **(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 Tuesdays 30th June, 25th August, 13th October and 8th December 2026 at 10am-12pm and 1-2pm in Chippenham Library, Market Place, Chippenham. **(noted)**

k) **Environment Agency – Flood Wessex – Lunch and Learn Sessions.** The Council had received an update advising that the next session was scheduled for Thursday 23rd July 12:30pm on Local Resilience Forums. The update included a number of template documents for Flood Warden/Flood Coordinator/Flood Plan/Emergency Plan use. (Minute 28/26 (r) also refers). **(noted)**

l) **Wiltshire Council – PEAS Winter Preparations 26/27.** The Council had received the annual request for the Council to consider requirements. Mention had been made of the development of a **snow or flood plan** to sit with the community emergency plan. Cllr N Watson had completed the requirements form and would submit. **(noted)**

m) **Wiltshire Council Briefing Note 26-08.** The Council noted receipt of a Briefing Note in regards to the Crisis and Resilience Fund Update. This was of particular interest to households using oil as a fuel. **(noted)**

n) **Register of Interests.** Council Members were reminded that by Law this should be completed on the Wiltshire Council website within 28 days of being elected/co-opted or when they have any change in circumstances. The Clerk will provide log-in and password details again, should this be required. In addition Members had been made aware of Wiltshire Council requirements to remove all Members' addresses off the online database as soon as possible. **(noted)**

o) **Upper Seagry Traffic Management Strategy.** Pursuant to Minute 59/25 (l). The Council had considered that further advice would be sought through LHFIG to seek Wiltshire Highways views. An informal meeting with the Highways Officer was the preferred approach. **(noted)**

p) **Business Plan.** Pursuant to Minutes 59/25 (m). The matter was deferred until the next Council Meeting. **(noted)**

q) **Wiltshire Council Briefing Note 26-09.** The Council noted receipt of a Briefing Note in regards to an Update on the Future Energy Landscapes (FEL) Project. **(noted)**

r) **Wiltshire Council Briefing Note 26-10.** The Council had received a Briefing Note in regards to the Legislative changes to the Neighbourhood Plan making process, and the implications of the withdrawal of the Wiltshire Local Plan. **(noted)**

s) **Wiltshire Council Briefing Note 26-11.** The Council had received a Briefing Note in regards to the National Scheme of Delegation of Planning Functions (NSD). Basically this advised that there would be little opportunity for a "call-in" of planning applications for a Committee decision in the future. **(noted)**

30/26 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

There were no issues raised.

31/26 DATE OF NEXT MEETING

The next Council Meeting was scheduled for **Tuesday 8th September 2026 at 7.30pm** in The Goss Croft Hall, Upper Seagry, unless otherwise notified. A Council Planning Meeting was scheduled for Tuesday 11th August 2026 and Notice would be given if this was required.

Signed: Date: **8th September 2026**