SEAGRY PARISH COUNCIL

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

10th November 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 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 and that "Gateway 1" stage had been reached. The Local Plan process would now include significant increases in housing and employment land figures and include both Mineral Waste and Gypsy and Travellers' allocations. He reminded all that the Parish Form would meet on Tuesday 24th November 2026 in North Wraxall Village Hall.

There were no further Reports.

42/26 APOLOGIES FOR ABSENCE

There were no Apologies as all Council Members were in attendance.

43/26 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 we no Declaration of Interest

44/26 MINUTES Members had been previously circulated with the Minutes.

i) The Council received, approved and signed as a true record the Minutes of the Parish Council Meeting held 8th September 2026. **Cllr N Hutton proposed, seconded Cllr M Barber and RESOLVED UNANIMOUSLY**

45/26 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. .

a) PL/2026/05375 – Full Planning Permission
Installation of Riding Arena.
Church Farm, Lower Seagry, Chippenham, SN15 5EP
For Mr Stephen Peters

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

However, they wished to advise Wiltshire Council that the chosen site was in an exposed position and there was no mention of external floodlighting that was often necessary with these projects. The Council therefore suggested that a planning condition be incorporated in any favourable decision that lighting details were to be submitted and approved before installation.

The Council also had a concern as to what was to happen to the existing large Riding Arena? Was it to be retained or was the land to be reinstated to agricultural use?

The Council considered that the Arena was in close proximity to residential development taking place and that their residential amenity should not be spoiled. This led on to the Council wishing to state that they would not support any proposals to extend residential or parking curtilages on this area of open countryside.

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

b) PL/2026/05947 – Full Planning Permission
Conversion of Class Q into Full Planning permission for one new self-build dwelling with associated works.
Church Farm, Lower Seagry, Chippenham, SN15 5EP
For Mrs Heather Waddington

Following consideration **the Council agreed that they could not support the proposal and would raise objections**.

The Council was mindful of the fact that they had commented on a number of applications in regards to this building and land holding, originally as a Class Q conversion under reference PL/2023/06516 that had been subsequently approved.

Looking back at those submitted details the Council wondered if this original permission was flawed, as there was much expert advice that the buildings were structural sound etc, etc and suitable for "conversion" that led to the view that it complied with Class Q at that time.

The present application relied on this original decision, obviously claiming that it was extant but noting that this expired in February 2027. The question was posed as to whether with today's knowledge and the flaws identified in the Planning Statement when a comparison with that proposal and a new proposal was made whether a renewal of the Class Q permission would be given?

During the course of commenting on the several applications the Council had been consistent in their views, whilst accepting the conversion principle, that the residential curtilage should not be expanded on to the adjoining agricultural field. All applications had shown a tight red line site curtilage and an area of associated land within the blue line and that an area of concern related to the future intentions for the associated blue lined land. Should it be retained, as agricultural land then there was no concern. However, should the intention be to increase the size of the residential curtilage particularly in the northern direction then the Council would not be supportive.

The present submission did extend the curtilage significantly in the northern direction and **the Council fundamentally opposed this.** This encroachment could only be seen as the thin end of the wedge as in the long term, undoubtedly, the remaining surrounds within the blue line would be tended and planted in a domesticated manner resulting in a large residential curtilage.

As regards to the design and layout of the proposals. The Council acknowledged that architectural views are of a subjective nature but there could be no doubt that which was proposed was a substantial change to that originally envisaged and initially supported. The conversion concept was long gone.

In reality it was a contemporary rebuild using the extant permission argument and loophole to build in an exposed countryside location and there could be no question that if this was a virgin site the proposal was contrary to all National, Local Plan and Neighbourhood Plan planning policy. **In these circumstances the Council did not support the proposal.**

Cllr M Barber proposed, Cllr Emma Sorrell seconded and RESOLVED UNANIMOUSLY

c) PL/2026/06423 – Removal/variation of conditions
Variation of Condition 2 (approved plans) of PL/2025/00293
Grooms Cottage, Upper Seagry, Chippenham, SN15 5EX
For Mr Mayne

Following consideration **the Council agreed to raise no objections.**

Cllr A Ball proposed, Cllr N Hutton seconded and RESOLVED UNANIMOUSLY

d) PL/2026/07149 – Prior Notification: Building
Erection of agricultural portal frames building for storage of straw, feeds, agricultural produce and machinery
Trinity Farm, 8 Lower Seagry, Chippenham, SN15 5EP
For Mr David Biggin - Trinity Farm Seagry Ltd

Following consideration the Council acknowledged that this was a legal determination and did not wish to question the need for an additional storage building at the Farm. As such **the Council had no objections to the proposals in principle.**

What they did question was the submission details and whether the Prior Notification route was proper. A large agricultural building had been erected in the yard adjacent to the western boundary in last two years. This was not shown on the submitted details. This could be evidenced by using Google Maps.

The Council noted that the submitted Location and Site Plans submitted were not accurate and should be updated to show the circumstances that existed so that the Wiltshire Council historic files will be accurate. .

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

There were no further planning applications considered.

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

e) 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 **Appeal Dismissed 9th July 2026**

f) PL/2026/02969 – Certificate of Lawfulness
Certificate if Lawfulness (Proposed Use) to confirm that the use of the approved outbuilding and former stable building as a residential annex would be lawful
The Mount, Upper Seagry, Nr Chippenham SN15 5EX
For Mr G N Good **Withdrawn by Applicant 22nd September 2026**

g) **Wiltshire Local Plan - Update**

The Council had been informed by Wiltshire Council that the Local Plan had passed through "Gateway 1" in the new plan making process on the 31st October 2026. This followed the initial Local Plan scoping consultation carried out in September 2026 and marked the start of the formal 30-month Local Plan preparation process. The new Local Plan was scheduled for adoption in 2029. **(noted)**

h) **Langley Burrell Without Parish Neighbourhood Plan 2nd Edition (2026-2038) Regulation 16 Consultation.**

The Council had been invited to comment on this update during the period 19th October to 30th November 2026. The **Council agreed that** they should support the work of the neighbouring Parish Council.

There were no further planning matters reported.

46/26 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 06	29.09.26	£ 100.00
Mr R Tucker. Grass cutting. Seagry Allotments Inv 06	29.09.26	£ 20.00
Mr R Tucker. Grass cutting. Spitfire Memorial Inv 06	29.09.26	£ 120.00
WALC. Training session. Inv WALC-1407	10.09.26	£ 36.00
Black Nova Designs. WebDomain Renewal 26/27 Inv 34126	09.11.26	£ 48.00

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

b) **Payments made since last Meeting:** The Council **noted** that there had been no payments since the last Council Meeting.

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

Wiltshire Council. Precept 26/27	Tranche 1. BACs	28.09.26	£ 13,000.00

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

Lloyds Account No. 00454316	30th October 2026	£ 61,831.21

47/26 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. He asked to be advised of works required so that he could inform the Steward. The remaining Parish Steward visit scheduled for 2026 was the 2nd December 2026 **(noted)**

b) **Rights of Way:** Cllr A Ball reported on the blocking of Right of Way SEAG9 from the Henn Lane bridge to Hardinge Farm. This was likely to be seasonal as crops are planted but there remained a need to ensure the defined footpath route was retained, or a convenient temporary route put in place and marked. The Council had the initial role of local contact before Wiltshire Council action and would write a suitable letter to the land owner. **(noted)**

i) Mapping 100KM of Wiltshire's Broken Footpaths. A recent Chippenham Community Area Parish Forum Guest Speaker, Cllr Tom Spearman (North Wraxall PC) had provided a presentation on diminishing Public Rights of Way that were enshrined in Law. A copy of the presentation was circulated and would be given further consideration. **(noted)**

ii) The leaning natural stone boundary wall at Manor Farm, Upper Seagry remained a concern and the Clerk was asked to contact the owner again for an update on the situation regarding repairs. **(noted)**

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

i) Waste Bin provision. A later Confidential item refers.

48/26 STANDING ITEMS

a) **Recreation Ground:** The Council understood that there remained a need to encourage additional Trustees to come forward to assist the existing Trustees. There were a number of local fund raising events planned. **(noted)**

b) **Notice Boards:** There were no updates necessary. **(noted)**

c) **Flooding & Drainage:** There had been no change in circumstances since the last Council Meeting. **(noted)**

i) **Pewsey Community Partnership – Flooding.** The Council had recently received information in regards to work the Partnership had completed on flooding related issues that they had suggested might be beneficial to all Council's for reference when producing Flood and Emergency Plans. Further consideration would be given during the updating of the existing Emergency/Flood/Snow planning. **(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 updated the Council on recent discussions that would continue until an agreed handover. **(noted)**

l) **Goss Croft Hall:** The Council was updated and advised that a new booking system was now put in place, that a potential key code entrance was being considered and that the Trustees were advertising for a new Caretaker. **(noted)**.

m) **Allotments:** Cllr A Ball reported that a small working group was in the process of clearing the un-used allotment. **(noted)**

n) **Wiltshire Council Chippenham Area Board and Chippenham Community Area Parish Forum:** The Area Board had met on the 12th October 2026 at 7.00pm in the Wiltshire History History Centre, Chippenham. The Parish Forum had met on Wednesday the 30th September 2026 in the Hullavington Village Hall. The next Forum was scheduled for Tuesday 24th November 2026 at 7.00pm in the North Wraxall Village Hall. **(noted)**

o) **Parochial Church Council:** There was no update on this occasion. **(noted)**

p) **Seagry Neighbourhood Plan:** It would soon be necessary to monitor and review the existing Plan to ensure that it was up to date. Following consideration the Council agreed that they would consider the process and requirements and potential costs at the next Council Meeting. The Clerk would provide a briefing note. **(noted)**

q) **Neighbourhood Watch:** There was no update on this occasion. **(noted)**

r) **Emergency Planning:** There had been no change in circumstances since the last Council Meeting. An update of the existing Plan was required that included a flood and snow plan. Cllr M Barber would take a lead. **(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 49/26 (c) below refers. **(noted)**

v) **Defibrillator Project:** There was no update required on this occasion. **(noted)**

w) **Data Protection. GDPR:** There was no update required on this occasion. **(noted)**

49/26 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. At the recent Chippenham Community Area Parish Forum meeting it was confirmed that Wiltshire Police would not accept data from Autospeedwatch devices and in these circumstances it is was agreed that there was no further action to take on the use of Autospeedwatch. **(noted)**

b) **Speed Identification Devices (SIDs).** There was no change in circumstances since the last Council Meeting. There was a need to transfer the data collection responsibility from Cllr M Barber and if no Council Member could take on the role there could be a need to seek a community volunteer to carry out the task. **(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 the 11th November 2026. There was no further update. **(noted)**

e) **Chippenham Local Highway and Footpath Group (LHFIG).** The last LHFIG Meeting was held on the 24th September 2026 at 10.00am in Monkton Park Council Offices. The Note Tracker had been provided. The date of the next LHFIG Meeting was the 28th January 2026. Prior to this the topic of the Upper Seagry Traffic Management Strategy would have been raised informally with Highway Engineer, Kirsty Rose, and a site visit was arranged for Friday 27th November 2026 at 2.30pm. to discuss options. **(noted)**

f) **Wiltshire Council Briefing Note 26-18.** The Council noted receipt of a Briefing Note in regards to the Wiltshire Community Wellbeing Fund. **(noted)**

g) **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. A local session was planned for Tuesday 8th December 2026 at 10am-12pm and 1-2pm in Chippenham Library, Market Place, Chippenham. **(noted)**

h) **Wiltshire Council Briefing Note 26-19.** The Council noted receipt of a Briefing Note in regards to the Wiltshire Voluntary Sector Organisation of the Month. **(noted)**

i) **Wiltshire Council Briefing Note 26-20.** The Council noted receipt of a Briefing Note in regards to the Wiltshire Locally Identified Infrastructure Projects Fund. **(noted)**

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

k) **Wiltshire Council Briefing Note 26-21.** The Council noted receipt of a Briefing Note in regards to the Wiltshire Community Resilience Hubs and Supporting People to Build Financial Resilience 2026-2029. **(noted)**

l) **Flood Wessex Newsletter – Autumn 26.** The Council had received the final Flood Warden Newsletter, as it was to move online. The last edition covered many topics and advised that the Lunch & Learn Sessions would still continue to be held on the third Thursday of the month. **(noted)**

m) **For Information.** Since the Council has last met Council Members had been informed of various external Meetings that had now taken place. **(noted)**

Wiltshire Neighbourhood Watch Association AGM. The Council had been invited to the AGM to be held on Saturday 17th October 2026 at 10.00am in The Bay Window Room, Wiltshire Police HQ, London Road, Devizes SN10 2DN.
Wiltshire Association of Local Councils (WALC) Annual Conference. The Council had received an invitation to attend this event to be held on Tuesday 6th October 2026 at the Double Tree by Hilton Swindon, situated at Lydiard Fields, Great Western Way SN15 8UZ (Jct 16 M4). The Event was sponsored by Parish Online and included several workshops and presentations.
Wiltshire Association of Local Council (WALC) AGM. The Council had received an invitation to attend a hybrid meeting to be held on Wednesday 28th October 2026 at Community First, Unit C2, Beacon Business Centre, Hopton Park, Devizes SN10 2EY at 6.30pm. Each Council was entitled to send representatives to attend, with up to two representatives from each Member Council entitled to vote.

n) **Wiltshire Council Briefing Note 26-22.** The Council noted receipt of a Briefing Note in regards to Wiltshire Service Devolution & Asset Transfer Policy – Revision Update. **(noted)**

o) **Wiltshire Council Briefing Note 26-23.** The Council noted receipt of a Briefing Note in regards to St Stephen's Multi-Storey Car Park, Trowbridge : agreement signed. **(noted)**

p) **Business Plan.** The matter was deferred until the next Council Meeting to be considered alongside the forward budget setting process. **(noted)**

q) **Upper Seagry Traffic Management Strategy.** The Council had considered that further advice would be sought through LHFIG to seek Wiltshire Highways views. An informal meeting with the Highways Officer had now been arranged for Friday 27th November 2026 at 2.30pm. Council Members briefly discussed the outcome to be achieved highlighting the need for a speed limit reduction to 20 mph. **(noted)**

r) **Panapaloosa 2026 Review.** Since the last Council Meeting the Council had met informally with the organiser and reviewed the 2026 Event. Plans were underway for a similar Panapaloosa Event to be held in May 2027. During the planning stages it had been agreed that further discussions would take place. **(noted)**

s) **Wiltshire Council Annual Planning Forum.** The Council had received an invitation to attend (via TEAMS) a Forum on Tuesday 17th November 2026, from 5.00pm to 6.30pm. The Agenda would include a number of topics including the National Scheme of Delegation, Wiltshire's Local Nature Recovery Strategy and what it meant to Neighbourhood Plans, Planning Enforcement, Section 106 Agreements and the Community Infrastructure Levy (CIL) followed by a Q & A session. There was a need to register interest with Janine.mead@wiltshire.gov.uk to receive the link to the Meeting. **(noted)**

t) **Local Nature Recovery Strategy (LNRS).** Wiltshire Council had recently provided a Clerk's update and a Briefing Note. **(noted)**

u) **Wiltshire Community Lifeline.** Wiltshire Council had recently provided a Clerk's update and a Briefing Note. **(noted)**

v) **Wiltshire Council Briefing Note 26-24.** The Council noted receipt of a Briefing Note in regards to Wiltshire Community Lifelines-Emergency Bleed Kits for Wiltshire.**(noted)**

50/26 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

i) The Council would need to consider their Budget for 2027/2028 at the next Council Meeting in order to meet the Wiltshire Council timescale for Precept requests. A Budget template would be provided before the Meeting to allow Members to consider options.

There were no further issues raised.

51/26 DATE OF NEXT MEETING

The next Council Meeting was scheduled for **Tuesday 12th January 2027 at 7.30pm** in The Goss Croft Hall, Upper Seagry, unless otherwise notified. A Council Planning Meeting was scheduled for Tuesday 8th December 2026 unless otherwise notified.

PART 2 AGENDA

The following Item related to Confidential Matters, in accordance with Seagry Parish Council Standing Orders (Admission of Public and Press to Meetings) it was considered that in view of the confidential nature of the business to be transacted, in accordance with the Public Bodies (Admission to Meetings) Act 1960 (as amended), the Public and Press should be excluded for the remainder of the Meeting and they were instructed to withdraw.

a) **Waste bin provision.** The Council considered a confidential briefing note in regard to the provision of public waste bins in the Parish. The Council had not previously provided a collection and emptying service for multi purpose waste bins in Upper Seagry and had been requested to do so by a Parishioner as the historic community volunteer based provision had faltered in the Summer of 2026. The briefing note provided potential options and solutions, including the option of taking no further action. The cost to the Tax Payer had been investigated and the financial implications on capital and revenue spending was considered. From a practical point of view any bins would need to be sited on the public highway verge and not on private land. **The Council agreed** to pursue the provision of two multi purpose bins further.

Signed: Date: **12th January 2027**