

Coombe Bissett Parish Council  
(Unconfirmed) Minutes for Ordinary Parish Council Meeting  
held on Tuesday 16<sup>th</sup> July 2024

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Minutes of Coombe Bissett Ordinary Parish Council Meeting held at Coombe Bissett Village Hall on Tuesday 16<sup>th</sup> July 2024. The meeting started at 7pm

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**Present:** Cllrs Abigail Bird (Chair), Simon Boxall (Vice-Chair), Michelle King, Stephen Gledhill

**Also present:** Jay McGowan (Clerk), 5 members of the public.

**Public Session**

Mr D Scott. Mr Scott applied for the Councillor Vacancy, he gave a brief personal statement

A report from PC Evans was read out by the Clerk:

Crimes: there has been a few reports of suspicious vehicles attending local houses, intelligence has been carried out on them and come to nothing, it's worth just being extra vigilant and reporting any suspicious vehicles to PC Evans or via 101/999.

Farmland: a few reports of shooting on farmland by possible poaches, our rural crime team are investigating this. Please call 999/101 of any sightings.

Speeding: speed checks have been undertaken by the speed aware volunteers. PC Evans has also carried out his own speed checks on the road from Coombe Bissett to Nunton.

Frauds: there have been no new frauds in the area

A Parishioner requested the Old Vicarage as a development site in the Neighbourhood Plan now be removed as it has been bought as a private residence. *The Parish Council has noted the comments.*

Shepherds Close/Stockbridge Lane Footpath, it has been noted that this is overgrown and is now impossible to use. *The Clerk has already submitted a report to Rights of Way requesting the overgrown vegetation be cut back, a further report will be submitted.*

Pennings Drove Cemetery. A request to scatter the ashes of Ms D Burnett around the grave of the late Mr R Challis has been received. Ms Burnett was not a resident of the Parish but spent most of her time here with her late partner, Mr Challis. *The Parish Council gave consent for Ms Burnett's ashes to be scattered at the cemetery.*

A resident has asked for the road markings road markings at the Stratford Tony Junction to be made clearer. It is noted the road markings have faded as have the road signs. *This will be submitted on the My Wilts App*

**Agenda**

**32.24 To received and consider acceptance of apologies for absence.** Apologies were received from Cllrs Hobson and Reed. **Resolved:** Apologies were considered and accepted. Councillor Clewer gave his apologies he could attend the meeting.

**33.24 Vacancies in Parish Council Office: One**

Cllr Bird thanked Mr Scott for applying for the vacancy. Mr Scott gave a brief personal statement at the public session; Cllrs were then given the opportunity ask the applicant any questions and consider his application. Cllr Gledhill proposed the co-option of Mr Scott, Cllr Boxall second this. All attending Cllr voted for the co-option of Mr Scott.

**Resolved:** Mr Scott was co-opted as the 7<sup>th</sup> Councillor; he duly signed the Declaration of Acceptance of Office.

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**34.24 Declaration of Interest:** Councillors to disclose their interests in matters to be discussed and to decide requests for dispensation. None.

**35.24 To consider any urgent matters raised in the public session, and any other urgent matters or items from Councillors.** (For discussion only, no decisions can be taken). None

**36.24 To agree any items on the agenda that are to be dealt with following the exclusions of the press & public.** None

**37.24 Minutes.**

**a)** To review and approve the amendment to item 24.24 of the Minutes of Annual Parish Council meeting held 14<sup>th</sup> May 2024. Circulated prior to the meeting. **Resolved:** Approved.

**b)** To approve the Minutes of the Annual Parish Council Meeting held 14<sup>th</sup> May 2024.

**Resolved:** The Minutes were approved as a true record of the meeting. Cllr Bird signed the Minutes.

**38.24 Financial Regulations.** To review and adopt the NALC model 2024 Financial Regulations. **Resolved:** The updated Financial Regulations were considered and adopted. It was agreed to adopt Item 7.1 to suit the current Council banking mandate:

*Where internet banking arrangements are made with any bank, the Clerk shall be appointed as the service administrator. The bank mandate agreed by the Council shall identify Councillors who will be authorised to approve transactions on those accounts. As the current banking mandate only allows one person to be involved in any online approval process it has been approved by Full Council to raise and approve payments including payments to themselves following approval by two independent Councillors. All payments leaving the account are verified by a second signatory.*

**39.24 Clerk's Report/Items carried forward from previous meeting:**

**a) Playpark.** The bimonthly inspection has been carried out; two items were highlighted:

i) Some weeds were coming through

ii) The adult exercise equipment has some minor rust. **Resolved:** Both these items will be addressed.

**b) CHAVs Event.** An event to encourage new volunteers within the Community to help with small tasks around the Parish will be held on Saturday 20<sup>th</sup> July 2024 from 10.15 to 11.45am at the Village Hall.

**c) Parish Steward Visits.** The Parish Steward will be focusing on noxious weed clearing during August. *The Clerk will submit the worksheet to Highways.*

**40.24 Pennings Drove Cemetery.**

**a)** Memorial Safety Stone checks were carried out on Friday 5<sup>th</sup> July 2024. **Resolved:** The checks were completed; one memorial stone was found to be slightly unstable but nothing of concern. They will be monitored.

**b)** Gate repairs. The gates have now been repaired and painted. *No further action. The Parish Council would like to thank Darren King for his time, efforts and perseverance restoring the gates, many positive comments have been received on the improvement as you enter the Cemetery.*

**41.24 Flooding.**

Discretionary Gully Service. This will take place week commencing 22<sup>nd</sup> July 2024. The worksheet has been submitted to Wiltshire Council.

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**42.24 Planning.**

- a) To consider any new planning applications received. None.
- b) To consider any new planning applications received between publication of agenda and meeting. None.
- c) To confirm any planning application responses determined by email for applications received since last meeting: (Comments can be viewed on the Wiltshire Council Planning Portal.)  
**PL/2024/03325:** Wyckfield, Homington Road, Coombe Bissett, SP5 4LR. *Support.*  
**PL/2024/03528:** Coombe Bissett Primary School. *Support.*
- d) To note any planning application decisions made by Wiltshire Council.  
**PL/2024/00683 & PL/2024/00427:** The Manor, Barbers Lane, Homington, SP5 4LY.  
*Approved with conditions.*  
**PL/2024/01535:** Land Adjacent Footes House, Homington Road, CB, SP5 4NG. *Refuse*

**43.24 Neighbourhood Plan.** Nothing further to report, an update was published by Cllr Gledhill in the latest publication of The Express.

**44.24 Finance.**

- a) To note bank accounts:  
Current Account: £10,515.66  
Savings Account: £32,840.44
- b) To note bank reconciliation for 1<sup>st</sup> quarter. Noted.
- c) To approve Schedule of Payments. **Resolved:** All payments were approved, see full list below.

**45.24 Parking Requests. Resolved:** All requests were approved.

7th July – CB Cricket Club  
14th July - CB Cricket Club  
17<sup>th</sup> July – CB Primary School 5.30pm onwards  
18th July – Private Event 6.30pm onwards  
20th July – CB Parish Council, 10 – 12pm  
20th July – Salisbury Community Choir 1pm onwards  
21st July – CB Cricket Club  
25th July – Film Night  
28th July - CB Cricket Club  
4th Aug – CB Cricket Club  
9 - 10<sup>th</sup> August – Private Event  
11th Aug – CB Cricket Club  
18th Aug – CB Cricket Club  
25th Aug – CB Cricket Club  
1st Sept – CB Cricket Club  
8th Sept – CB Cricket Club

**46.24 Forthcoming Meetings.**

- Wiltshire Town & Parish Council Meeting: 24<sup>th</sup> July 2024 - TEAMS
- LHFIG Meeting: 6<sup>th</sup> August 2024 – Bourne Hill, Salisbury
- Southern Wiltshire Area Board Health & Wellbeing Group Meeting: 13<sup>th</sup> August 2023 - TEAMS

**47.24 Correspondence Received.** (Circulated to Councillors prior to the meeting)

- Briefing Notes: 24:09-14
- Wiltshire Association of Local Councils – May & June Newsletters

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- Traffic Survey Results, A354 Salisbury Road
- Wiltshire Council – Solar Together Scheme 3 – closing date to register is 9<sup>th</sup> August 2024. Go to <https://solartogether.co.uk/wiltshire/home> for more information.

**48.24 Items to be carried forward to the next Parish Council Meeting.** None.

**49.24 Date of next meeting.**

- Tuesday 10<sup>th</sup> September 2024
- Tuesday 12<sup>th</sup> November 2024

**50.24 To close the meeting.**

**With no further business to discuss Cllr Bird closed the meeting at 7.45pm.**

Payments to be approved:

| Date         | Payee     | Particulars            | Amount         |
|--------------|-----------|------------------------|----------------|
| 19.07.24     | Microsoft | Microsoft Subscription | £59.99         |
| 03.07.24     | D King    | Cemetery Gate Repairs  | £85.00         |
| <b>Total</b> |           |                        | <b>£144.99</b> |

Outgoings between 11.05.24 – 12.07.24

| Date         | Payee                     | Particulars         | Amount           |
|--------------|---------------------------|---------------------|------------------|
| 17.05.24     | ICO                       | Data Protection Fee | £35.00           |
| 20.05.24     | WALC                      | Annual Subscription | £300.02          |
|              | Britford Parish Council   | Clerk's Expenses    | £10.00           |
|              | CB Cricket Club           | Playground Repairs  | £10.00           |
|              | Hurdcott Landscapes       | Grass Cutting       | £194.20          |
| 23.05.24     | Community First Insurance | PC Insurance        | £538.07          |
|              | J Hopkins                 | Village Maintenance | £120.00          |
| 31.05.24     | Staffing Costs            | Staffing Costs      | £528.07          |
| 06.06.24     | Hurdcott Landscapes       | Grass Cutting       | £194.20          |
| 10.06.24     | HMRC Shipley              | Clerk's Expenses    | £24.60           |
| 18.06.24     | CB Village Hall           | PC Event            | £20.00           |
| 28.06.24     | Staffing Costs            | Staffing Costs      | £516.59          |
|              | Hurdcott Landscapes       | Grass Cutting       | £194.20          |
| 04.07.24     | CB Cricket Club           | Playground repairs  | £25.97           |
| <b>Total</b> |                           |                     | <b>£2,710.92</b> |

Income Received between 11.05.24 – 12.07.24

| Date         | Received From                    | Amount         |
|--------------|----------------------------------|----------------|
| 22.05.24     | Plot C3, Pennings Drove Cemetery | £200.00        |
| 31.05.24     | NatWest                          | £40.35         |
| 11.06.24     | HMRC VTR                         | £215.38        |
| 30.06.24     | NatWest                          | £36.49         |
| <b>Total</b> |                                  | <b>£492.22</b> |