
GREAT SOMERFORD (INCORPORATING STARTLEY) PARISH COUNCIL

Minutes of the Parish Council Meeting 4th June 2025 Community Room@ 7.30 pm

Present Cllr T Barker Cllr T Harrison
Cllr H Gravell Cllr T Phillips
Cllr T Sturgis (Chair)

In attend'ce Clerk: H Wallace 2 members of the public

PQT A member of the public asked if there had been progress about signs saying no HGVs on Winkins Lane and could something be done about speed of cars, volume of cars especially with the playground and the elderly that live on Winkin's Lane? It was discussed that HGVs don't usually use Winkins Lane but have been diverted that way when there are road closures. Other traffic does use the lane as a cut through.
Action: Cllr Threlfall can request that Highways to look into the possibility of lowering the speed limit from 30 to 20mph, and the first step will be to request a metro count to collect data about traffic on Winkins Lane. **Action:** Cllr Harrison to submit a request to LFHIG regarding signage.

WCR Reports from Unitary Councillor and Council Representatives
Cllr Thelfall reported that house building activity has collapsed since the general election and the Housing Land Supply metric is now down to 2.03 years as against the 5 Year target. Despite the fact that there are over 18,000 planning permissions granted that have not been started - and that the Council cannot force developers to build when the economic situation is not favourable to them - this puts further pressure on the Wiltshire planning department to approve even speculative housing schemes.
Regarding drainage issues, West Street repair work is being planned; A double-culvert has been jetted on Idover Lane which as a knock-on effect helps with overall access and egress during flooding. Cllr Sturgis will submit the list of drains to be vactored post meeting and they are likely to be done in July/Aug. Winkins Lane, Somerbrook and Top Street locations are likely to be submitted as the worst drains to be vactored.

1) Intro Apologies for Absence

Cllr H Evans
Cllr M Griffiths
Cllr J Harper
Cllr D Todd

Declarations of Interest
None



2) Minutes Minutes and Matters Arising

The Minutes of the Parish Council Meeting held 9 April were **approved** and **signed** by the Chair as a true record. **Proposed:** Cllr Barker, **Seconded:** Cllr Gravell. The Minutes of the Annual Parish Council Meeting of 8 May 2024 were also **approved** and **signed**. **Proposed:** Cllr Gravell **Seconded:** Cllr Barker

3. Planning Applications received since the last meeting

PL/2025/04379

Address: Paddock House, West Street, Great Somerford

Proposal: Notification of proposed works to trees in a conservation area

Decision of the PC: No objection

Applications determined since the last meeting

PL/2025/00323 - Householder Application

Address: Paddock House, West Street, Great Somerford

Proposal: Proposed Garage

Decision Date: 08 May 2025

Decision: Approve with Conditions

PL/2024/08768 - Full Planning Permission

Address: 8 Winkins Lane, Great Somerford

Proposal: Proposed new detached dwelling adjacent to No 8 Winkins Lane

Decision Date: 22 May 2025

Decision: Approve with Conditions

Housing Developments

It was noted that some slight changes have been made to designs on phase two of Broadfield development. The housing association houses are occupied.

Neighbourhood Plan

Digital responses were higher initially but more hard copies came in at the last moment, with an encouraging total of over 150 responses. Cllr Sturgis hopes to meet with the consultant and have an update by the July meeting. It was noted that it was likely that the Neighbourhood Plan would only need minor changes but that a reviewed plan should hold more weight. It was further discussed that comments made by residents would be summarised for the PC so that non-planning related issues raised could be considered. .

4. CIL Cllrs briefly discussed the bus shelter plans but agreed to move the discussion around noticeboard/s to the July PC meeting.

5. Finance

a) The Finance report was received. The Parish Council ratified & approved The accounts were reconciled to 31 May. This was confirmed and signed by Cllr Barker, a non-signatory of the bank accounts. **Proposed:** Cllr Harrison, **Seconded:** Cllr Phillips.

The bank balances on 31 May were:

Current Account 52,737 / Deposit Account 10,680/ Fixed Savings 75,000 / Combined total 138,417

Cllrs fulfilled the following steps to complete the financial year 2024-25



- b) To receive and approve Andrew Wood's Internal Audit Report 2024-25
- c) To receive and note the Annual Internal Audit Report 2024-25 for website publication.
- d) To receive the Annual Governance and Accountability return for 2024-25 section 1, Annual Governance Statement and to determine the Council's responses to the internal control statements; to complete and approve section 1 and to authorise the Chair and Clerk to sign same.
- e) To receive the Annual Governance and Accountability return for 2024-25, section 2, Accounting Statements as certified and signed by the Responsible Financial Officer; to approve section 2 and authorise the Chair to sign same.
- f) To approve and sign the supporting statements for the external auditors (Bank Reconciliation; Explanation of Variances).
- g) To approve and sign the supporting statements for website publication under the Transparency Code (Expenditure over £250; Fixed Asset Schedule).
- h) To approve and sign the CIL report to Wiltshire Council and note the requirement for publication on the Parish Council website.
- i) To agree, and authorise the Chair to sign, the publication period for the exercise of electors' rights (30 consecutive days including the first ten working days of July).

6. Policies

The **Risk Register** was discussed. **Action:** Cllrs to distribute and agree updates. Cllr Todd was asked to complete an assessment of Cyber Security. Cllr Sturgis was asked to complete the assessment on flooding. Cllr Harper has confirmed review of the finance elements. Cllr Griffiths and Cllr Phillips to assist.

The following policies will be distributed to Cllrs for review and for ratification at the July meeting.

Equal Opportunities – Cllr Barker
 Reserves – Cllr Harper
 Freedom of Information – Cllr Harrison
 PIE – Cllr Griffiths
 Standing Orders – Cllr Barker and Clerk
 Privacy – Cllr Griffiths
 Code of Conduct – Cllr Phillips
 Finance Regulations - Clerk

- 7. Managed Facilities Cllr Phillips has prepared a report with ideas for a replacement to the Moonscape. A new quote was received just prior to the meeting. It was agreed to defer the discussion and decision to the July PC meeting.
 The goalposts are likely to be put up mid-June on the kick-about area on the Glebe field.
Action: Clerk to ask insurers to ensure that the Glebe field is also covered under the terms around sports.

- 7. Environment No 1 Paddock Close tree is coming over the pavement. **Action:** Cllr Phillips to speak to the resident to see if it can be trimmed back.

Footpath Report – There are still some of the same issues as last year, for example, some footpaths aren't used much but this can be partly due to the difficulty in finding or following them. It would help if there could be some communication with neighbouring parishes. **Action:** Cllr Barker to contact Cllrs responsible for footpaths at Little Somerford and Malmesbury St Paul's Without. **Action:** Cllrs Barker and Gravell to liaise with Cllr Sturgis about contacting some of the landowners.

- 8. Standing Items To discuss any updates regarding:
 Startley Cemetery; Communications; Gt Somerford and Startley Defibrillators; Book Exchange; Emergency Plan; School's Liaison; War Memorial; Website.

Nothing this time.

Notice

Dates for Future Meetings @ 7.30 pm Wed 2 July Parish Council Meeting.

The meeting closed at 8.56 pm

Approved

Mona Griffiths

Chair

Date

2nd July 2025