
GREAT SOMERFORD (INCORPORATING STARTLEY) PARISH COUNCIL

Draft Minutes of the Parish Council Meeting 5 November 2025 Community Room@ 7.30 pm

Present

Cllr Barker	Cllr Phillips
Cllr H Gravell	Cllr T Sturgis
Cllr Griffiths (Chair)	Cllr D Todd
Cllr Harrison	

In attendance

Cllr E Threlfall, H Wallace (Clerk), 3 members of the public

PQT

Flooding on Frog Lane was discussed. Wiltshire Council will be coming out and using a Vactor to help clear the problem. The member of the public representing the issue had written and asked for a public response from the PC which is as noted here and will be published in the Signpost. Cllr Sturgis explained the history of the issue where over the years ditches have filled in, soakaways have lost efficacy and pipe works aren't able to drain due to a gap of around 200 metres between connections. A possible solution is to have a flood pump in the soakaway. **Action:** Cllr Sturgis to talk with the resident owner of the land with the soakaway. The Parish Steward can help with clearing surface materials which could help with drainage and vactoring will also help drain surface waters.

Manor Park residents have now filled 8 builders' bags from leaves from the chestnut tree on the land that has no clear ownership. The member of the public in attendance reported what had been found in the deeds of their home. However, ownership of the land was still not established despite mentions of various parties. **Action:** Cllr Sturgis to speak with the Planning Officer who worked on the application at No.6 Manor Park, Mr Simon Smith and to report back.

Parking on Dauntsey Road. Cllr Barker saw for herself that it was very difficult for people to pass parked cars on the pavement. **Action:** A note will be put on Facebook to ask residents to please not block the pavements in the parish but the PC noted that it is also difficult for traffic to get through when the cars are parked on the road.

The condition of one of the verges on Winkins Lane may need to be assessed as it could cause drainage issues and is already encroaching on to the road tarmac. **Action:** Cllr Harrison will discuss with the Highways Officer who is currently looking at signs to deter HGVs from using the road, which is below the minimum HGV width in two places.

WCRE

Cllr Threlfall informed the PC that, following the last Full Council meeting, blue badge holders (over 30,000) will again get free parking in Wiltshire Council car parks. This passed even though it is not clear what the future cost may be (estimate somewhere between £40,000 to £350,000 pa). A Consultation is in progress regarding the new Wiltshire Council budget. Highway officers have been told to be more zealous about removing unlicensed signs in the verge, but happily as yet our local team seem to be taking a sensible approach and not taking out signage for local events.

The West Street drains repair has been completed, and Cllr Threlfall has asked for resurfacing to be scheduled. In the meantime, Highways will aim to get a Bobcat to do patching of the worst potholes - if the weather allows.

The pavement subsidence on the path on Top Street is still waiting for Wiltshire Council to repair. **Action:** Cllr Threlfall to chase up. [update: this is scheduled for 1st December]
She mentioned that Lea PC are considering using some of their CIL monies to establish a fund towards maintaining and providing play equipment in future years. **Action:** Cllr Threlfall will put Chairs in touch.

1. INTRO Apologies for Absence
Cllr Harper, Cllr Evans

Declarations of Interest
None declared but were noted during the Minuted discussion regarding the church wall (4. CIL)

2. Minutes Minutes and Matters Arising

The Minutes of the Parish Council Meeting held 1 October were approved and signed by the Chair as a true record. One amendment was made to note that Cllr Harrison was in attendance.
Proposed: Cllr Todd, **Seconded:** Cllr Gravell

Action Register: Actions were followed up during the meeting.

3. Planning Applications received since the last meeting

PL/2025/07702
Address: 1 Paddock Close, Great Somerford
Proposal: Notification of proposed works to trees in a conservation area
Decision: No objection

PL/2025/08082
Address: Thirlstone, 4 Glebelands, Great Somerford
Proposal: Notification of proposed works to trees in a conservation area
Decision: No objection

PL/2025/08339
Address: Mulberry House, Frog Lane
Proposal: Notification of proposed works to trees in a conservation area
Decision: No objection

PL/2025/08168
Address: Laudale House, 23 Winkins Lane
Proposal: Single storey extension to rear of existing dwelling
Decision: No objection

Applications determined since the last meeting

PL/2025/04874
Address: Marsh Farm, Marsh Lane, Startley
Proposal: Erection of building and use as a dwelling
Decision: Approve

PL/2025/07088
Address: Hillside House, Startley
Proposal: Construction of a small winery for the processing of the grapes grown on the land. This building is essential to running the business going forward.
Decision: Prior Approval Not Required

Housing Developments
No update this time.

Neighbourhood Plan

Cllr Sturgis having trouble getting advice on the housing needs survey as to what date we need it from. **Action:** Cllr Sturgis will ask Cllr Threfall for assistance

4. CIL Feasibility study for a multi-use-games-area (MUGA) - Cllr Phillips reported on the feasibility study for the recreation area. Six companies had been contacted and three quotes received. Cllrs were in agreement with choosing Sports Pitch Consultant, which was the middle quote at £950, because the proposal of works was more comprehensive than the lower quote. Most Cllrs had agreed via email and the proposal was fully approved in the meeting. **Action:** Cllr Sturgis to send information relevant to the feasibility study to Cllr Phillips.

Benches – Cllr Sturgis has some spare benches and one could go at the entrance to the church and is very similar to the one that is there, which could do with either being repaired or replaced. One is also sought for Startley Cemetery. **Action:** Cllr Harrison to look at a bench to see if it would be suitable for the cemetery.

Wall outside parish church - The vicar has said that the wall is outside of the church boundary. Cllr Sturgis had provided three quotes and recommend proceeding with the lowest, (of £5,250) following an objective check of the materials. Cllrs discussed that as it is a small portion of the remaining balance of CIL monies and is something which would improve the appearance of the wall for all parishioners, they would approve the expenditure under CIL. **Proposed:** Cllr Griffiths, **Seconded:** Cllr Barker. **Action:** Cllrs Griffiths and Barker will check the materials proposed. Cllrs Sturgis, Gravell and Harrison abstained from the vote due to declarations of interest.

However, there were objections about the church wall proposal, which were noted and they were particularly in the context of the PC having discussed not being able to use CIL towards measures on private property to prevent flooding on Frog Lane. **Action:** Cllr Sturgis to look into flood preventative options that may be possible to fund with CIL around Highways and land ownership questions and will report back.

Bollards – A quote had been sent by Cllr Evans of £450 for more permanent bollards. This was approved by the PC for bollards with mowable grass between.

5. Finance Monthly Finance Report

The finance report was agreed and signed **Proposed:** Cllr Griffiths, **Seconded:** Cllr Gravell. The reconciliation was completed by Cllr Barker.

The bank balances on 31 October were:

Current Account	7,900.27
Deposit Account	10,710.26
Fixed Term Savings	76,088.26
Combined total	94,698.79

Free gardens donation. It was discussed that it would be better to give a donation which was tightly ring-fenced and should any funds be unspent, returned. **Action:** Cllr Phillips (Treasurer of the Free Gardens) to liaise with Cllr Harper about the amount for next year's budget. In the meantime, the budgeted grant for this year would be paid. **Proposed:** Cllr Griffiths; **Seconded:** Cllr Gravell and approved.

Budget - **Action:** Cllr Harper to send preliminary budget info to Cllrs by email in order to approve precept levels in January.

The reviewed finance regulations were signed. **Proposed:** Cllr Sturgis; **Seconded:** Cllr Todd and approved.

Winkins Lane playground soft-fall surfacing and new equipment is installed in Winkins Lane

6. Managed Facilities playground and some positive feedback received. The PC would like to thank the neighbouring parishioner Mrs Hilton for her support to the contractors working on the playground. The swings repair quote is pending. The quarterly report on aerial runway is due on 17th November. Cllr Sturgis met the Estate Surveyor for the Blue Kite trust. There is a gate from the school to the playground which is their emergency route to the Volunteer Inn. As per the reports received from the school, the gate must be repaired and replaced and will be painted green galvanised metal. Cllr Sturgis asked them to put their adjoining fence as close to it as possible to prevent obstructive overgrowth.

Community Room

The toilet seat is broken. Cllr Todd will repair.

Tables have been marked and attempts will be made to clean them.

Environment

7. Environment No actions for the Parish Steward although it was discussed that the cut through by Glebe Field could do with a trim. The gate helps to provide a barrier before the road and slows children's exit from the field. **Action:** Cllr Sturgis will ask Mr Palmer if it can be replaced as the hinge point is broken.

Footpaths – Cllr Barker s going out with a website on her phone and taking photos of assets such as signage and styles so that everyone will be able to access it. The same things that were a problem in April and last year are still an issue. It was discussed that issues with footpaths would be put on the MyWilts App. Cllr Barker is also planning to put a Footpath of the month in the Signpost.

To discuss any updates regarding:

8. Standing Items Startley Cemetery, Communications, Gt Somerford and Startley Defibrillators, Book Exchange, Emergency Plan, School's Liaison, War Memorial, Website, Free Gardens

Startley Cemetery – Cllrs were pleased with the work; which is now completed. The PC would like to thank Mr Cole for forging a new handle onto the gate. Cllrs will consider burial charges. **Action:** Cllr Harrison to bring a proposal for burial charges to the PC meeting in January.

Defibrillator – It was used by ambulance services and has been replaced and working again.

A wreath has been arranged and Cllr Todd will remove the chain from the memorial and Cllr Gravell has wreaths and crosses. The service starts at 10.30am on Sunday 9th November.

School liaison – The safeguarding information from the school had been discussed and Cllr Sturgis had met with the Estate Surveyor. The school report had been received from Cllr Evans and it was agreed that SHASA need to make a request to the PC for funding.

Future dates

10. Notice 7 January, 4 February, 4 March, 1 April, 20 May APM and APCM (tbc), 3 June, 1 July

The meeting ended at 9.12

Approved

Chair

Date

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