

Coombe Bissett Parish Council

Parish Council Meeting Agenda

Christine Nielsen, Parish Clerk
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Coombe Bissett Councillors

You are hereby summoned to attend the Ordinary meeting of **Coombe Bissett Parish Council** to be held on **Tuesday 10 March 2026** at The Homington Room, Coombe Bissett Village Hall. The meeting will start at 7.15pm.

Public Session

The press and public are invited to attend. Before the meeting there will be a 10-minute period public comment or questions on relevant Parish Council business. Members of the public may speak for up to 3 minutes per item unless otherwise permitted by the Chair. Following the public session, members of public may not comment unless invited to do so by the Chair. If the meeting is to be recorded this will be announced.

Agenda

134.25 Apologies

- 1) To **receive** and **consider** acceptance of apologies for absence.

135.25 Vacancies

- 1) To **update** status of one vacancy and **agree** next steps in accordance with statutory requirements.

136.25 Declaration of Interest

- 1) To **receive** disclosures of interest in matters to be discussed and to **decide** whether to grant any requests from Councillors for dispensation.

137.25 Urgent items

- 1) To **discuss** any urgent matters raised either by Councillors or in the public session and **decide** whether any items will be added to the May agenda.

138.25 Minutes

- 1) To **review** and **approve** the Minutes of meeting held 13 January 2026.

139.25 Bus Replacement Shelter application

- 1) To **receive** an update.

140.25 Playpark improvements

- 1) To **receive** an update and **consider** new quotes.

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141.25 Shutts Lane Noticeboard

- 1) To **agree** to defer replacement given urgent playpark expenditure.

142.25 Flood defence measures

- 1) To **note** actions taken since the January meeting, and to retrospectively **approve** of the payment of a sump pump, hose, clamp and freight (total £1,028.40 incl VAT) to alleviate flooding in Coombe Bissett, and to cover running costs of approximately £10 per day.
- 2) To receive an **update** on flood defence measures and results, and **agree** next steps, including arrangements to cover the pump's running costs.

143.25 Asset List

- 1) To **review** and **approve** updated asset list, amended to omit the second bus shelter, portable printer and add new pump (20.02.26).

144.25 Policies

Review and adopt the following:

- 1) Financial policies
- 2) Financial internal control procedures
- 3) Risk assessment
- 4) Freedom of Information and Publication Scheme
- 5) GDPR data mapping
- 6) Data retention

145.25 Homington bench

- 1) To **receive** an update.

146.25 Assertion 10 compliant website and emails

- 1) To **note** that quotes for an Assertion 10-compliant website and gov.uk emails will be reviewed and a proposal to set up the new website and emails will be submitted for approval at the May meeting. The budget is £500.
- 2) To **nominate** a councillor to work with the CBPC clerk to review quotes and draft a proposal.

147.25 Clerks Report/standing items

- 1) **Parish Steward visit.** To **confirm** dates. To **receive** an update for New Farm.
- 2) **CHAVS**
- 3) **Flooding**

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148.25 Planning

- 1) To **consider** any new planning applications received. None.
- 2) To **consider** any new planning applications received between publication of agenda and meeting. None.
- 3) To **confirm** any planning application responses by email for since last meeting. None.
- 4) To **note** planning application decisions made by Wiltshire Council.

PL/2025/09702 – Approve with conditions proposed works to alter existing dwelling including recladding of walls and roof, single storey extension and internal alterations: The River House, Shepherds Close, Coombe Bissett, Salisbury, SP5 4LX

PL/2025/09815 – No objection to proposed works to trees in a conservation area: The Croft, Homington Road Coombe Bissett, Salisbury SP5 4LR

149.25 Coombe Bissett & Homington Neighbourhood Plan

- 1) To **receive** an update from Cllr Gledhill.

150.25 Finance

- 1) To **note** bank accounts.
- 2) To **note** that the use of hand-written financial ledgers will cease on 31 March 2026. Excel spreadsheets will be sole record for payments and receipts from 1 April 2026.
- 3) To **approve** the Schedule of Payments.
- 4) To **approve** the purchase of a low-cost mobile phone for council use, subject to approval of quote via email.
- 5) To **consider** options for printing requirements and **decide** next steps.
- 6) To **approve** purchase of second-hand Arnold-Baker: On Local Council Administration (11th edition, £50).
- 7) To **approve** domain renewal of current website 12 March 2026-7.
- 8) To **approve** data protection training for CBPC clerk to comply with Assertion 10 (e-course £38.50).
- 9) To **approve** the Hurdcott contract renewal for landscape services.
- 10) To **note** that Mr Tim Mynott will conduct the 2025/26 internal audit.
- 11) To **note** that Christine Nielsen has been added to the bank mandate and **approve** a bank signatory to replace Cllr Abi Bird after the May 2026 meeting.

151.25 Cricket Field

To **note** parking requests:

- 1) 25 April private event in VH
- 2) 9 May private event in VH

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3) 30 May private event in VH

To **note** recreational use requests:

1) 6 & 7 June (morning only) Beaver Scouts.

152.25 Pennings Drove Cemetery

1) To **approve** the proposed amendment to the Roper memorial and **note** the current fee for this is £40.

2) To **note** the death of Mrs Diana Rushforth, burial date 27 February 2026.

153.25 Forthcoming Meetings

1) Southern Wiltshire Area Board Event: 12 March 2026

2) LHFIG 5 May 2026

154.25 Correspondence

1) **Wessex Water** Salisbury Library sessions for customers to ask about bills, supply, wastewater, or payment support. Dates: 17 March, 12 May, 14 July

2) **Wiltshire Bobby Trust** request to publicise their free home security and anti-fraud services.

3) **Silver Salisbury** spring newsletter print deadline is March 13.

4) **The Great British Spring Clean** dates are 13 to 29 March.

155.25 Items to be carried forward

156.25 Date of next meeting

Tuesday 12 May 2026

Annual meeting 7pm. Parish Council meeting 7:30pm.

157.25 To **close** the meeting.