



**Minutes of the Parish Council meeting held on
Monday 15th June 2026 at 19:00 at King George's Hall, West Dean.**

COUNCIL MEMBERS

	In Attendance	Apologies	Absent
Councillor Higgins	✓		
Councillor J Camilleri	✓		
Councillor Seabrooke	✓		
Councillor M Camilleri		✓	
Councillor M Lee	✓		
Councillor B Livesey	✓		
Vacancy	-	-	-

Also, in attendance:

Amanda Owen – Clerk & seven members of the public.

77/26	To receive Chair's opening remarks. Councillor Higgins welcomed those present to the meeting.
78/26	To receive and accept apologies for absence. Apologies were RECEIVED and ACCETPED from Councillor M Camilleri and NOTED from Wiltshire Councillor Cooper.
79/26	To receive declarations of interest relating to items on this agenda. Councillor Lee advised he is neighbour to one of the planning applications and Councillor J Camilleri advised he has been asked to provide broadband to the Glebe Farm development.
80/26	To approve the minutes of the full council meeting held on Monday 18th May. The minutes of the meeting held on Monday 18 th May were AGREED as a correct record of the meeting.
81/26	Public Forum. A resident highlighted the condition of the resurfaced road. The Clerk advised of the following from Borough Councillor Cooper "An update from Highways, the remedial works will be in 4-6 months. The reason is that the road surface has to settle."
82/26	To receive reports from Wiltshire Council & Wiltshire Police. Reports from Wiltshire Councillor Cooper and Wiltshire Police can be found at APPENDIX A.
83/26	To receive updates with regards to: River Group Footpaths River Group Councillor Higgins and Councillor J Camilleri addressed the meeting: - An Energy supplier being sought by the Clerk after the MPAN was sought. - SSEN will disconnect and follow correct procedure but couldn't find a meter number to commence works. This will be resolved when a new supplier is found. - Will be able to continue once relevant cable has been moved or alternative redirection. Footpaths Councillor Lee addressed the meeting and provided updates with regards to previously reported tickets and also: - Electric fence with no insulation / pass through in central clearing in Bentley Wood. - In Bentley Wood, near Howe Farm paddocks have been set up using electric fences with wooden gate structures but they do not align with the footpath. The footpath has been deviated to suit paddock layout. - Locked gates, electric fence across footpath. - A footpath bridge which is a recorded asset has been removed from path 6. Another one appears to have been built about 40m away. Attempting to deviate path from recorded route?

	- All of these findings have been reported to Wiltshire Council.
84/26	To note updates with regards to Glebe Farm. Councillor J Camilleri provided a report to those present which can be found at APPENDIX B. Copies of the following documents can also be found on the Parish Council Website: - S106 - S106 Annex - Masterplan Site Plan - Construction Phase Plan A resident in attendance thanked the Parish Councillors for the work they have done.
85/26	To declare a climate emergency in West Dean. Following discussion, it was AGREED to acknowledge the global climate emergency and consider steps to mitigate a worsening climate in West Dean and make a plan of positive actions. Proposed by Councillor J Camilleri, seconded by Councillor Lee. All members voted unanimously to accept this resolution.
86/26	To agree a contribution of £248.40 to King George Village Hall insurance. It was AGREED to pay a contribution of £248.40 toward King George Village Hall insurance. Proposed by Councillor Livesey, seconded by Councillor Seabrooke. All members voted unanimously to accept this resolution.
87/26	To approve quotes for the following playground maintenance: - Goal post refurbishment It was AGREED to accept the quote from Gary Wolfe at a cost of £280.00. Proposed by Councillor Livesey, seconded by Councillor Seabrooke. All members voted unanimously to accept this resolution. - Slide repairs It was AGREED to accept the quote from Chris Munday at a cost of £420.00. Proposed by Councillor Livesey, seconded by Councillor Higgins. All members voted unanimously to accept this resolution.
88/26	To agree the Parish Council is exempt from an external audit for financial year 2025 / 2026 as income less than £25,000. It was AGREED that West Dean Parish Council is exempt from external audit for financial year 2025 / 2026. Proposed by Councillor Livesey, seconded by Councillor Lee. All members voted unanimously to accept this resolution. The Chair and Clerk signed the Certificate of Exemption form.
89/26	To note the internal auditors report and consider recommendations therein. The internal auditors report was NOTED and can be found at APPENDIX C. Councillors thanked the Clerk for her work with the audit.
90/26	To complete section 1 of the AGAR. Section 1 of the AGAR was COMPLETED and SIGNED.
91/26	To complete section 2 of the AGAR. Section 2 of the AGAR was COMPLETED and SIGNED.
92/26	To note the dates of exercise of Public Rights for audit. The dates of the exercise of Public Rights for audit were noted as Thursday 18th June to Wednesday 29th July 2026.
93/26	To note the financial situation. The current financial situation and the reconciliation of the bank balance were NOTED with the bank balance at 31st May 2026 being £34,085.50. The bank reconciliations can be found at APPENDIX D.
94/26	To approve the requests for payments for June. The payments as listed in the table below were APPROVED for payment. Proposed by Councillor Higgins, seconded by Councillor Seabrooke. All members voted unanimously to accept this resolution.

	June Payment Requests			
	From	Item	Invoice Number	Amount
	Staff	Salary	June	£920.98
	Lloyds	Bank Charges		£4.25
	Moore Barlow	S106 Review	Inv 128485	£1,560.00
	Councillor Higgins	Expenses - Parish Assembly Refreshments		£26.75
	Do The Numbers	Internal Audit	Inv 12/2014	£200.00
	Clear Councils	Insurance 2026 / 2027		£576.78
	Clive Francis	Grass Cutting	Inv 010526	£564.00
			Total	£3,852.76
	To consider the following planning application(s):			
95/26	PL/2026/02809 Single storey rear extension with flat roof and lantern and a small front porch. 20 Hillside Close, West Dean, Salisbury, SP5 1EX West Dean Parish Council has NO OBJECTION to this application. Proposed by Councillor Higgins, seconded by Councillor J Camilleri. All members voted unanimously to accept this resolution.			
96/26	PL/2026/02792 Certificate of Lawfulness for Existing Development - use of the Garage. Lintrathen, Rectory Hill, West Dean, Salisbury, SP5 1JL West Dean Parish Council has NO OBJECTION to this application. Proposed by Councillor Livesey, seconded by Councillor Higgins. All members voted unanimously to accept this resolution.			
97/26	To agree the date of the next meeting as Monday 20th July 2026. The date of the next meeting was agreed as Monday 20 th July.			

There being no other business, the meeting closed at 20:35.

APPENDIX A

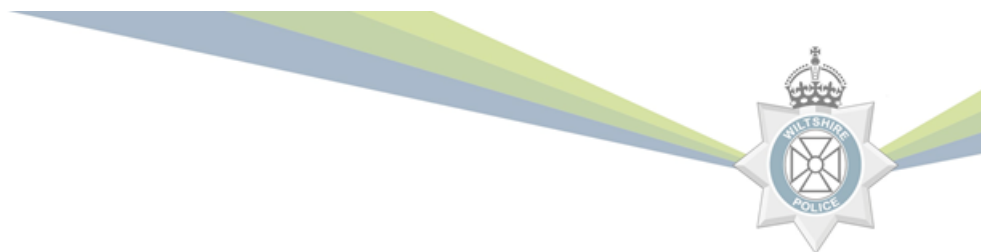
Wiltshire Councillor Cooper report:

As a result of pressure at Full Council in May 2026, the LHFIG budget for 2026/27 has been re-instated to the 2025/26. This is £32,000, there is no adjustment for inflation.

Full Council voted to formally withdraw the Local Plan, this followed an indication from the Government Inspectors they would refuse on a number of technicalities, that they weren't prepared to discuss. An alternative option to challenge the decision in the courts was voted down, this would have offered protection for a further 6 to 12 month from speculative planning applications. A new plan could have been prepared in parallel. It will take 3 years to prepare a new plan.

The 5-year land supply position has improved marginally from 2.4 years to 2.8 years, this is expected to slightly improve further.

From 31/10/26 the Call-in procedure will change across England. A Councillor will not be able to Call-in applications of 9 properties or fewer. Larger developments will only be subject to a Call-in with agreement of both the Chair of the Planning Committee and the Planning Officer. There is still more detail awaited on this change.



WILTSHIRE POLICE PARISH COUNCIL REPORT

West Dean

June 2026

On the team

PC Kelvin RAMSEY 70855

PCSO John TAYLOR 9465

Sgt Susan BROWN 2775

Crimes and incidents

Wiltshire Police record crimes and incidents by the National Crime and incident recording standards. Not all incidents that one would consider a crime are necessarily classified as a crime for recording purposes.

NB- The statistics do not account for incidents that police respond to but do not need any follow up (Road traffic incidents, minor incidents of Anti-social behaviour)

Report for past 30 days:

We are pleased to report that there hasn't been any ASB in the area again.

On 17th MAY around 8pm a car was broken into and a laptop was stolen from within as well as lower value items. This occurred on ASHMORE LANE in an isolated location and the crime is under investigation.



Glebe Farm Development

Construction Phase

Cllr. John Camilleri

Planning Lead

The Plan



The Development

- 5 x 2 bedroom affordable houses
- 2 x self build plots
- 4 x large family homes

Construction Phase

- Hours 8:30 - 17:30 weekdays
- No Bank Holiday or weekends
- Parking on-site only
- Clear up mess on roads
- Access up Rectory Hill
- June 26 setup
- July onward – clear up, groundworks (largest noise)
- Construction 18 months
- Affordable houses first

Terrace Plot's 1-3



Feature Chimneys

Consistent with architectural detailing of



Clay Tiles

Tiles reflecting the local vernacular.



Red Brick

Brickwork - High quality red brick to walls.



White UPVC Casement

High quality windows of traditional design



Buttress

Buttress detail to reflect local vernacular.



Wall Ties

Traditional wall tie details used.



Porch Canopy

Traditional porch detail appropriate to



Dormers

Hipped dormers with tile detail lines.



PLOT 7



PLOT 8



PLOT 9



PLOT 10



Flint

Traditional flint wall reflecting local material usage.



Stone Detailing

Traditional stone. Quoin detailing.



Red Brick

Brickwork - high quality red brick to walls, gables, banding, arches and chimneys.



White UPVC Casement

High quality windows of traditional design with high thermal performance.



Headers & Sills

Traditional stone headers and sills.



Dormers

Hipped dormers with tile detail lines.



Clay Tiles

Tiles reflecting the local vernacular. Consistent with exposed painted timber rather than.



Feature Chimneys

Consistent with architectural detailing of surrounding context.



Tiled Canopy

Porch detail appropriate to the local context. Choice of tile to reflect the local vernacular coupled with timber posts to create traditional style.



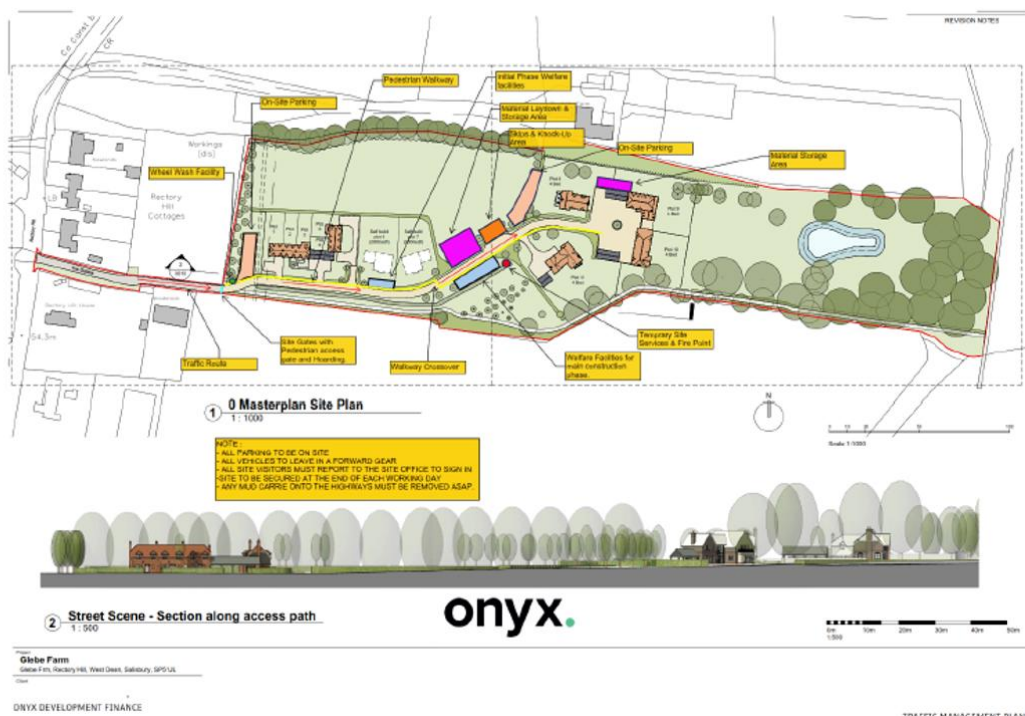
Timber Cladding

Dark grey/black timber cladding to emulate the agricultural outbuildings around the village.



Buttress

Buttress detail to reflect local vernacular.



Public Forum



1. Full construction phase plan on website
2. Application process for affordable homes
 - Get on housing register
 - Apply to clerk at West Dean Parish Council
 - West Dean Parish Council will determine local connection criteria only
 - Progress as a sale under open market rules (subject to rules)
3. Footpaths
 - Landowner permissions being crystallised
 - Will need to be scheduled with builder
 - Clarification being pursued on project plan

Do the Numbers Limited

20th May 2026

Amanda Owen, Clerk
West Dean Parish Council

Dear Amanda,

Subject: Review of matters arising from Internal Audit for 31 March 2025

Following my visit with you today, please find below the list of matters arising.

I found the records and systems to be in excellent order.

The internal audit was carried out in accordance with the requirements of the [Audit and Accounts Regulations 2015](#) and the guidance and instruction in the [Practitioners Guide 2026](#)

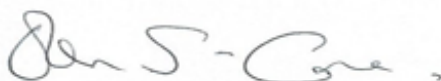
Test	Matter arising	Recommended Action
A	<i>Appropriate accounting records have been properly kept throughout the financial year</i>	
	The records of the council comply with this test.	
B	<i>This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT appropriately accounted for</i>	
Minute approval	It is an LGA72 requirement that every set of minutes is initialled on each sheet and signed and dated on the last page.	Please ensure that the minute template is updated going forwards and all minutes are properly approved.
C	<i>This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these</i>	
Review of internal control	Councillors are responsible for monitoring controls during the year and should minute such.	A model statement should be adapted and adopted.
D	<i>The budget resulted from an adequate budgetary process, progress against the budget was regularly monitored, the reserves were appropriate</i>	
	The records of the council comply	with this test
E	<i>Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for</i>	
	The records of the council comply	with this test
F	<i>Cash payments were properly supported by receipts, all cash was approved and VAT appropriately accounted for</i>	
	Not applicable to this council	
G	<i>Salaries to employees and allowances to members we paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied</i>	
	The records of the council comply	with this test
H	<i>Asset and investment registers were complete and accurate and properly maintained</i>	
	The records of the council comply	with this test
I	<i>Periodic Bank reconciliations were carried out during the year</i>	
	The records of the council comply	with this test
J	<i>Accounting statements prepared during the year were prepared on the correct accounting basis, agreed to the cash book, supported by an adequate audit trail and debtors and creditors recorded.</i>	
	The records of the council comply	with this test

<i>K</i>	<i>Certified Exempt in prior year</i>	
Not applicable to this council		
<i>L</i>	<i>Transparency Code</i>	
	The records of the council	comply with this test
<i>M</i>	<i>Public Rights</i>	
	The records of the council now	comply with this test
<i>N</i>	<i>Publication of prior year AGAR</i>	
	The records of the council	comply with this test
<i>O</i>	<i>Digital and Data Compliance</i>	
Assertion 10 requirements	The council has engaged with these changes and was partly in compliance by the year end.	A data audit should be carried out, including data stored by members, and repeated each year. An accessibility statement such as this should be added to the home page of the website
<i>P</i>	<i>Trust Funds</i>	
Not applicable to this council		

Please find attached my invoice for the agreed fee.

If either you or your members have any queries, please do not hesitate to contact me.

Regards,



Eleanor S Greene

APPENDIX D

WEST DEAN PARISH COUNCIL							
Bank Reconciliation for the Year 2026 / 2027							
Opening Balance Community Account at 01/04/2026	£2,475.40			Opening Balance Instant Access Account at 01/04/2026	£24,348.74		
Receipts 2026/27	2,500.00			Receipts 2026/27	11,840.78		
Payments 2026/27	4,579.42			Payments 2026/27	2,500.00		
Unpresented Cheques 2024/25							
Closing Balance Community Account 31/05/2026	£395.98			Closing Balance Business Bank Instant 31/05/2026	£33,689.52		
TOTAL BANK BALANCES	£34,085.50						