

Coombe Bissett Parish Council
Minutes of Parish Council Meeting held 8th July 2025. Jay
McGowan, Parish Clerk – parishclerkcoombebissett@gmail.com

Minutes of Coombe Bissett Parish Council meeting held at Coombe Bissett Village Hall on Tuesday 8th July 2025. The meeting started at 7pm.

Public Session

The Press and Public are invited to attend. Prior to commencement of the meeting there will be a period of 10 minutes when the members of the public may comment or ask questions on relevant Parish Council business. Members of the public may only speak for 3 minutes per item unless otherwise permitted by the Chair. Members of public may not comment unless invited to do so by the Chair. Please be aware that by speaking at the public Session you are giving permission for your name to be used in the Minutes. The meeting may be recorded.

A Turnbull - Speed indicator device. Mr Turnbull provided in depth data to show the effectiveness of speed indicator devices, this was circulated to Cllrs prior to the meeting. A request for the Council's help to recruit volunteers for the Speed Watch Team was also made. *The Clerk will draft a notice to be published in The Express.*

Agenda

35.25 To receive and consider acceptance of apologies for absence. Two; Cllrs Reed and Archer. **Resolved:** Apologies were considered and accepted.

36.25 Vacancies in Parish Council Office: None.

37.25 Declaration of Interest: Councillors to disclose their interests in matters to be discussed and to decide requests for dispensation. Cllr Bird declared an interest in item 42.25. **Resolved:** Cllr Bird was allowed to participate in the discussions but would not be involved in any voting.

38.25 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.

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

40.25 Speed Indicator Device. Data to show evidence SIDs effectiveness was submitted prior to the meeting and reviewed by Cllrs. **Resolved:** Cllrs considered the data provide and agreed the devices clearly showed they were effective in traffic control. Cllr Boxall proposed the Council approach the Area Board for funding with the Parish Council underwriting 50% of the cost. Cllr King seconded this with all Cllrs in agreement. **Resolved:** The funding will come from the Parish Council's uncommitted reserves. Mr Turnbull will request an up to date quote including the 4 meter post and solar powered battery.

41.25 Minutes. To review and approve the Minutes of meeting held 13th May 2025. **Resolved:** Cllrs agreed the Minutes were a true record of the meeting. Cllr Bird signed the Minutes.

42.25 Cricket Club Lease. A copy of the draft lease was circulated to Cllrs prior to the meeting. **Resolved:** As the draft circulated to Cllrs was not the final version and less than the required three days' notice, it was agreed Cllrs would review this after the meeting and

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any comments must be sent to the Clerk by Friday 18th July 2025, if no comments are received the draft will be taken as approved and signed. **Resolved:** Cllr Boxall and Clerk, Jay McGowan will sign the lease on behalf of the Parish Council.

43.25 Ash Trees. A site assessment has been carried out and report submitted to the Council with the findings; Cllrs received this report prior to the meeting for consideration. To review the report and consider any action required. Cllrs reviewed the report and agreed the following actions: **Resolved:** Due to the urgent nature the tree behind the Pavilion has already been reported to Wiltshire Council. **Resolved:** The Clerk will ask for a separate quote for the trees reported in the car park, as these are the responsibility of the Village Hall the report and quote will be forwarded to them. **Resolved:** As the rest of the trees are of no immediate danger to the public, these will be assessed on a regular basis.

44.25 To appoint the internal auditor for financial year 2025/26. *To be carried forward.*

45.25 Shutts Lane Notice Board. A request to replace the noticeboard has been received, to review the decision made not to replace the board in January 2025. **Resolved:** As several request to replace the noticeboard has now been received, Cllrs agreed to obtain quotes and consider the costs at the next meeting.

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

a) Playpark. Report from Cllr Bird:

a. The hedge will now need to be cut back. **Resolved:** A quote from Hurdcott Landscapes will be obtained.

b. The wood chipping will need to be replaced. **Resolved:** Cllrs agreed the old bark chipping does need to be replaced; Cllr Bird will obtain quotes to replace the bark.

c. Cllr Bird noticed the playpark was looking a bit worn and could do with some improvements, it was proposed a new resin to replace the bark and replacement of some of the equipment would help revamp the play area. **Resolved:** Cllrs agreed the play area needed some updating, as a short term measure the bark will be replace and the equipment could be repainted. It will be considered as a possible project for use of the Capital Project Reserves.

b) CHAVS. Nothing to report.

c) Speed Reduction signs. A traffic survey report carried out in March 2024 was given to the Parish Council and then circulated to Cllrs prior to the meeting. **Resolved:** Given the findings of this survey, it was agreed to hold back on the request until the Council's reasonings for the request can be consolidated. The focus will be on poor visibility and too much traffic.

d) Parish Steward Visit: 7th July 2025. There are no scheduled visits for August.

47.25 Planning.

a) To consider any new planning applications received.

PL/2025/04863: Manor House, Stratford Tony Road, Coombe Bissett. **Resolved:** *No comment.*

b) To consider any new planning applications received between publication of agenda and meeting.

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/2025/04884: The River House, Shepherd's Close, Coombe Bissett. *No comment submitted.*

PL/2025/05212: Crossways, Barbers Lane, Homington. *No comment submitted.*

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d) To note any planning application decisions made by Wiltshire Council.

PL/2025/03562: Greenlands, Homington Road, Homington. *No objection*

PL/2025/03244: Cranborne Cottage, Blandford Road, Coombe Bissett. *Approved with conditions.*

e. PL/2025/05253: Redvers, Willowmead Close, Coombe Bissett, Decision Notice Received.

48.25 Neighbourhood Plan. Cllr Gledhill gave an update. Following the submission of the Draft Neighbourhood Plan to Wiltshire Council in March, the Regulation 16 Consultation were conducted, this finished on 11th June 2025. In addition to responses from statutory consultees, a modest number of comments were received from the community. Wiltshire Council has now appointed an Independent Neighbourhood Plan Examiner. The main role of the Examiner is to ensure that the Plan has been produced in accordance with regulations. In addition, Wiltshire Council have conducted a further Habitats Regulations Assessment (HRA) on the Plan. It found that the policies in the Plan would not have adverse effects on the River Avon and New Forest protected sites. Once the Independent Examination is complete and any necessary adjustments to the Plan have been made, the Plan will then go to Referendum, probably in the Autumn.

49.25 Finance.

a. To note bank accounts:

Current Account: £8,228.25

Savings Account: £33,275.55

b. To approve Schedule of Payments. **Resolved:** All payments considered and approved.

c. Bank Reconciliation. The Bank Reconciliation was approved by Cllr Gledhill, it was then circulated to Cllrs prior to the meeting.

50.25 Parking Requests. To note the requests for parking on Coombe Bissett Recreation Field. *All requests noted.*

5th July – Private Event

6th July – Cricket Club

12th July - Private event

13th July – Cricket Club

16th July – CB Primary School

20th July – Cricket Club

24th July – CB Primary School

27th July – Cricket Club

3rd Aug – Cricket Club

10th Aug – Cricket Club

17th Aug – Cricket Club

24th Aug – Cricket Club

31st Aug – Cricket Club

51.25 Forthcoming Meetings.

- LHFIF Meeting: - TBN

52.25 Correspondence Received. (Circulated to Councillors prior to the meeting)

- Briefing Notes 25: 04, 05 & 06
- Wiltshire Independent Remuneration Panel (RIP). **Resolved:** Cllrs considered the results, and all agreed not to have an allowance for Cllrs at this time. However, it was decided to draft an Expenses Policy so it was clear what could be claimed by members.
- WALC June Newsletter

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53.25 Items to be carried forward to the next Parish Council Meeting.

Coombe Bissett Play Park
Village Hall - Trees in car park
Traffic Survey
Cricket Club Lease
Speed Indicator Device
Shutts Lane Noticeboard

54.25 Date of next meeting.

- Tuesday 9th September 2025

55.25 To close the meeting. With no further business to discuss Cllr Bird closed the meeting at 9.15pm.

Payments to be approved:

Date	Payee	Particulars	Amount
10.06.25	J McGowan	Admin supplies	£12.20
19.07.25	Microsoft	Annual Subscription	£84.99
22.07.25	Hurdcott Landscapes	Grass Cutting	£194.20
22.08.25	Hurdcott Landscapes	Grass Cutting	£194.20
Total			£485.59

Outgoings between 13.05.25 – 08.07.25

Date	Payee	Particulars	Amount
16.05.25	ICO	Data Protection Fee	£47.00
21.05.25	Hurdcott Landscapes	Grass Cutting	£194.20
	J McGowan	Clerk's Expenses	£6.00
	S Boxall	Parish Map	£132.29
22.05.25	CF Insurance	PC Insurance	£537.61
	K Mould	Cemetery Wall	£348.00
	A Bird	Village Maint	£14.00
23.05.25	J Hopkins	Village Maint	£120.00
30.05.25	J McGowan	Clerk's Expenses	£695.48
11.06.25	Hurdcott Landscapes	Grass Cutting	£194.20
	HMRC	Clerk's Expenses	£55.09
30.06.25	J McGowan	Clerk's Expenses	£549.71
Total			£3,087.78

Income Received between 13.05.25 – 08.07.25

Date	Received From	Particulars	Amount
30.05.25	NatWest	Interest	£30.03
	IN Mewman	Plot S2	£70.00

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03.06.25	HMRC VTR	VAT Return	£130.91
20.06.25	J McGowan	Clerk's Expenses	£52.29
30.06.25	NatWest	Interest	£31.06
Total			£314.29