

Coombe Bissett Parish Council
Minutes for Parish Council Meeting held 11th November 2025.
Jay McGowan, Parish Clerk – parishclerkcoombebissett@gmail.com

Minutes of the Ordinary Coombe Bissett Parish Council meeting held Tuesday 11th November 2025 at Coombe Bissett Village Hall. The meeting started at 7pm.

Present: Cllrs A Bird (Chair), S Boxall (Vice-Chair), M King, L Reed, B Archer, S Gledhill, D Scott

Also present: Jay McGowan (Clerk), Cllr R Clewer, 5 members of the public.

Public Session

The Parish Council and greater community would like to pass on their condolences to Cllr Bird and her family. Don Hewlett contributed greatly to the Parish, especially the drama and cricket clubs. It is a sad loss, and he will be very much missed within the Parish.

A Parishioner requested a public meeting be held prior to the Neighbourhood Plan Referendum in January 2026. This will give residents an opportunity to ask any questions they may have prior to voting.

Agenda

77.25 To receive and consider acceptance of apologies for absence. None.

78.25 Vacancies in Parish Council Office: None.

79.25 Declaration of Interest: Councillors to disclose their interests in matters to be discussed and to decide requests for dispensation. One.

a. Cllr Gledhill declared an interest in Planning Application PL/2025/08759.

80.25 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.

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

82.25 Minutes. To review and approve the Minutes of meeting held 9th September 2025.

Resolved: Cllrs agreed the Minutes were a true record of the meeting. Cllr Bird signed the Minutes.

83.25 Asset Register. To review and agree the register for 2026-27. **Resolved:** Cllrs reviewed and agreed the asset register. Two changes have been made:

Shutts Lane noticeboard has been removed

Homington Bench has been added. **Resolved:** This bench will need to be repaired or replaced due to its poor condition. Resolved: All Cllrs in agreement to replace the bench like for like. Cllr King will obtain some quotes for the next meeting.

84.25 Playpark. RoSPA inspection took place in September 2025. The RoSPA reports have now been received, and the following items have been highlighted for action:

a. Resurfacing of whole area

b. Replacement of swings – This will need to be replaced as there is significant wear and tear to the top of the cradle.

c. Slide - height at the end of the slide run-out is more than allowed.

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d. Picnic bench. Due to timber decay over time this will need to be replaced or removed. There are some general timber decay and corrosion of equipment, this will be monitored. Cllr Bird has obtained some quotes for remedial works which range from £10 - £25K. Cllr Gledhill proposed the play area be closed over the winter months to allow for further quotes and work to be carried out. **Resolved:** All Cllrs agreed to the proposal of temporarily closing the play area. Cllr Bird will continue to investigate costings to present at the next meeting.

86.25 Shutts Lane Notice Board. To consider the need to replace the noticeboard. Cllr Bird obtained a quote of approx. £700 to install a new noticeboard. Cllr Reed proposed to replace the noticeboard as it was well used by passing pedestrians, Cllr Scott second the proposal, 5 Cllrs agreed, 2 Cllrs abstained. **Resolved.** The noticeboard will be replaced. This work is earmarked for financial year 2026-27.

87.25 Flooding - Speed Bumps. Outcomes of discussion of flooding in Coombe Bissett with WCC highways and to consider the installation of speed bumps to divert flooding away from Old Blandford Road into the storm drain. Cllrs Bird and Boxall, together with Nic Artiss met with Wiltshire Council Highways and Drainage to walk round the parish and discuss the flooding issues along Old Blandford Road. The site visit proved fruitful with Wiltshire Council agreeing to a camera investigation of the drains by the Donkey Field. It was also agreed the flooding in the area was caused by an ineffective storm drain, as it is on the wrong side of the road the water travels across and into the Donkey Field rendering the drain as useless. It was suggested a speed bump would divert the water coming down the road and into the storm drain which would alleviate some of the water. Cllrs to consider if it would be beneficial to proceed with this resilience plan. Cllr Boxall had preliminary quotes of £1,200 - £1,500. It was **resolved** to proceed with this plan. Cllr Boxall will ascertain the landownership of proposed speed bump and obtain further detailed quotes which will be considered at the next meeting.

88.25 Clerk Vacancy. To review and approve the job description and set a recruitment plan. **Resolved:** Cllrs reviewed and approved the job description and advert. Notices will be placed on Noticeboards, the Express and WALC and SLCC website. It was agreed the SLCC advert would run for two weeks at the cost of £152 plus VAT. Costs of running the advert in Salisbury Journal will be obtained.

89.25 Draft Budget. Cllrs considered the draft budget presented; Cllr Gledhill explained the budget for the coming financial year which has now increased to running costs of just over £15K with additional maintenance and project costs of £8K. This has increased due to inflation and the requirement to carry out additional parish maintenance. The following projects have been earmarked in the 2026-27 budget:
Speed Indicator Device New Parish Council website.
Resolved: Cllrs agreed and adopted the 2026-27 draft budget.

90.25 Precept. To consider and agree the Precept for financial year 2026-27 Precept. Having approved the 2026-27 draft budget Cllrs and considering the projected uncommitted funds it was **resolved** to increase the precept to £15,000. This is a 6.77% increase from the previous year.

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

a) **Website.** No further update.

b) **CHAVS.** It has been noted the Homington Down bench will need some repairs. Cllr King will put this on the work list.

c) **Salt Bin.** The salt bin has been damaged; a replacement has been ordered.

d) **Parish Steward Visit:** 6th November & 4th December 2025. *All items to be submitted to the Clerk.*

New Farm, Blandford Road, Coombe Bissett – a request for a Vactor visit was submitted by

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the Parish Steward on his last visit. The Clerk will follow this up.

e) Flooding. The outstanding camera investigation survey will take place later this month.

92.25 Planning.

a) To consider any new planning applications received.

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

2025/08759: Barbers Farm Cottage, Barbers Lane, Homington. *No comment submitted.*

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/**

2025/08616: Karelea, Coombe Bissett SP5 4LZ. *No comment submitted.*

PL/2025/08144: Land on Southwest of Chalk Pitt Cottage, Coombe Bissett. *Objection*

PL/2025/08054: Hillview, Blandford Road, Coombe Bissett. *No objection.*

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

2025/07519: Water Lane Cottage, Homington Road, Coombe Bissett. *No objection.*

PL/2025/07514: The Glebe, Homington Road, Coombe Bissett. *No objection.*

d) Notification of Southern Area Planning Committee Meeting item – PL/2025/06872 The Old Vicarage. Resolved: Cllr Archer will attend the meeting and speak on behalf of the Parish Council of our support of the planning application.

93.25 Neighbourhood Plan. To receive an update from Cllr Gledhill.

Following Wiltshire Council's Regulation 16 Consultation an Independent Examiner was appointed to review the Plan. The Independent Examiner submitted his report in Sep 25 and recommended that the Plan proceed to Referendum subject to a relatively few modifications to improve clarity and ensure the Plan meets the basic conditions. These modifications will be completed in the next few weeks and as soon as the final version of the Plan is available it will be posted on the village website, with hard copies available in both Churches.

The Neighbourhood Plan Referendum will be held on Wednesday 28th January 2026 in the Village Hall. Anyone registered to vote in Parish will be able to do so.

Following discussion, the Parish Council agreed that an article updating the community on the progress of the Plan and the arrangements for the forthcoming Referendum, should be published in the next edition of the Express. Appropriate publicity should also be placed on noticeboards. In addition, it was agreed that a public meeting should be held to explain the benefits of the Neighbourhood Plan and answer any questions. It is planned to hold the meeting on Monday 19th January in the Village Hall starting at 7.30pm. The option of providing an explanatory leaflet to every household in the Parish would also be investigated.

The Parish Council strongly encourage residents to vote Yes to adopt the Neighbourhood Plan.

94.25 Finance.

a) To note bank accounts

Current Account: £11,607.70

Savings Account: £33,393.17

b) To note bank reconciliation for 2nd Quarter of financial year 2025-26. Noted.

c) To approve Schedule of Payments. Resolved: All payments considered and approved.

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

8th November 2025 – Private event

22nd November 2025 – Coombe Bissett School.

2nd - 6th December - Panto

13th December 2025 - Private event

19th December 2025 – Private event

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96.25 Forthcoming Meetings.

- LHFIF Meeting: - TBN
- Southern Wiltshire Area Board Event – 20th November 2025 – Cllrs King and Reed to attend.

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

WALC October newsletter

PCC updates

Halt Harnham Housing Association Environment Report

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

Play Area

Speed Bumps

Noticeboard

99.25 Date of next meeting.

- Tuesday 13th January 2026

As this is the Clerk's last meeting, the Parish Council would like to thank Jay for her support to the Council and Parish. We wish her the very best for the future.

100.25 To close the meeting. With no further business to discuss Cllr Bird closed the meeting at 9pm

Schedule of Payments

Date	Payee	Particulars	Amount
22.10.25	ROSPA	Inspections	£96.00
22.10.25	Hurdcott	Grass Cutting & Hedge Play area	£434.20
08.11.25	CB Cricket Club	Play Area Maintenance	£100.00
08.11.25	CB Cricket Club	Grass Cutting	£525.00
10.11.25	HMRC	Clerk's Expenses	£57.90
Total			£1,213.10

Outgoings between 10.09.12 – 11.11.25

Date	Payee	Particulars	Amount
15.09.25	SLCC	Clerk's training	£36.72
15.09.25	Earl of Radnor Estate	CB Allotments	£10.00
15.09.25	Hurdcott Landscapes	Grass Cutting	£194.20
15.09.25	J McGowan	Clerk's expenses	£5.00
15.09.25	HMRC	Clerk's Expenses	£61.86
19.09.25	Weebly	Domain/website	£54.14

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30.09.25	J McGowan	Clerk's Expenses	£577.18
07.10.25	Hurdcott Landscapes	Grass Cutting	£194.20
13.10.25	HMRC	Clerk's Expenses	£10.37
31.10.25	J McGowan	Clerk's Expenses	£684.21
10.11.25	Wiltshire Council	Uncontested Election Invoice	£340.00
Total			£2,167.88

Income Received between 10.09.25 – 11.11.25

Date	Received From	Particulars	Amount
15.09.25	M Cox	Cemetery	£40.00
17.09.25	Spire Memorial	Cemetery	£120.00
23.09.25	J McGowan	NI Contributions	£49.66
25.09.25	Wiltshire Council	Precept	£7,000.00
30.09.25	NatWest	Interest	£30.68
28.10.25	J McGowan	NI Contributions	£10.37
31.10.25	NatWest	Interest	£28.75
Total			£7,279.46