

Coombe Bissett Parish Council
Minutes for Parish Council Meeting held 9th September 2025.
Jay McGowan, Parish Clerk – parishclerkcoombebissett@gmail.com

Minutes of the Ordinary Coombe Bissett Parish Council meeting held Tuesday 9th September 2025 at Coombe Bissett Village Hall. The meeting started at 7pm.

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

Also present: Jay McGowan (Clerk), Cllr R Clewer, Cllr Z Clewer, P Cleary – Wessex Internet, R Greenwood – Benchmark Development Planning Ltd, 9 members of the public.

Public Session

Paul Cleary -Wessex Internet. Mr Cleary introduced himself and briefly explained the high fibre broadband connect to Coombe Bissett. The scheme is partially funded by the Government and private sector. The service is due to be delivered in Coombe Bissett and Homington by December 2025, however a section of Homington Road is subject to Section 58 therefore work is not allowed till November 2026. Connection on this section will take place then. He will be holding a public session in October when more information will be available to residents including costs, he welcomes all residents to attend the meeting. In the meantime, he is happy for residents and businesses to contact him directly or further information is available on the website: wessexinternet.com.

PL/2025/06872 - The Old Vicarage. Mr R Greenwood from Benchmark Development Ltd. Mr Greenwood attended the meeting on behalf of his clients to share the plans for proposed development of the Old Vicarage site. He presented a slide show of plans and documents detailing the protection of trees and traffic management. His clients are keen to work with planning and listen to residents to build a home sympathetic to the current surroundings.

PL/2025/06872 – The Old Vicarage. A neighbouring resident of the Old Vicarage spoke of his support of the planning application. The current site is an eyesore and in a state of disrepair, it has no heritage value to the community, and many residents would like to see the site developed rather than fall into further decay.

PL/2025/06872 – The Old Vicarage. Another neighbouring resident stated on the draft Neighbourhood Development Plan the site is still showing development for 3 to 4 smaller houses, when the NDP goes to referendum could this site be removed? The resident also stated their support for the current planning application.

Cllr Clewer stated if required he would call this application 'in' to the Planning Committee.

As many of the residents attended the meeting to listen to the above discussions on the application it was voted and agreed by all Cllrs to move this item forward after item 60.25. Mr Greenwood would remain to answer any questions.

Flood update from Nic Artiss, Flood warden. Nic attended the Southern Wiltshire Area Board Event on 4th September 2025, as result of the meeting, a site visit of Coombe Bissett has been arranged for Friday 12th September. Nic Artiss, Cllrs Bird and Boxall, Graham Axtell – Highways and Danny Everett – Drainage Engineer will meet and walk through the areas that need specific attention by Wiltshire Council. Nic stressed the need for regular maintenance and drainage clearance.

A Parishioner commented on the lack of road sweeper visits to the Parish. There is lots of debris along the verges which is then subsequently blocking the drains. Again, the need for

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regular road clearance was reiterated. The Clerk will ask the Parish Steward to carry out regular drain clearance although it must be noted this can only be done by hand on the regular monthly visits.

A request to hold a community meeting regarding the recent information published about the Draft Neighbourhood Development Plan was requested by many residents. The Parish Council are liaising with the steering group for their advice.

A Parishioner submitted a series of concerns and questions about the Draft Neighbourhood Plan. As these were received on the day of the meeting and Cllrs did not have the required 3 days' notice to study the document it was agreed they would answer them directly to the Parishioner once they have chance to read the questions.

Agenda

56.25 To receive and consider acceptance of apologies for absence. Two - Cllrs Gledhill and King. **Resolved:** Apologies were considered and accepted.

57.25 Vacancies in Parish Council Office: None.

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

a. Cllr Archer has declared his interest in Planning Application PL/2025/06082. **Resolved:** Cllrs considered and accepted his declaration; Cllr Archer did not participate in any correspondence regarding this application.

b. Cllr Archer declared his interest in Planning Application PL/2025/06872. **Resolved:** Cllrs considered and accepted Cllr Archer's declaration, he did not participate in the discussion or decision.

59.25 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.

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

61.25 Minutes. To review and approve the Minutes of meeting held 8th July 2025. **Resolved:** Cllrs agreed the Minutes were a true record of the meeting. Cllr Bird signed the Minutes.

62.25 Policies. To consider and adopt the following policies: **Resolved:** All policies were considered and adopted.

Risk Assessment

Risk Management Policy (Updated)

Emergency Clerical Planning (Updated)

Data Protection Policy

IT Policy

63.25 Speed Indicator Device. Following the previous meeting, it has now been confirmed funding from Wiltshire Council is no longer available to purchase a device; to revisit the decision at the last meeting given this new information. Cllrs considered the information provided by Mr Turnbull and the need to try and slow speeding through the Parish.

Coombe Bissett Parish Council
Minutes for Parish Council Meeting held 9th September 2025.
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Resolved: Cllrs agreed that a second device would be purchased and funded through the 2026/27 Precept.

64.25 Cemetery Wall. The wall has been damaged, to consider if any repairs required. The damage had been accessed by Cllrs, and some minor repairs are required. **Resolved:** Cllr Archer will repair the wall in the next few weeks.

65.25 Coombe Bissett Village Hall Management Committee. To consider and approve Council representation on the Committee. Cllrs considered this request and agreed the Council should be part of the Committee. **Resolved:** Cllr Scott volunteered to act as a representative for the Parish Council. He will attend the next Management Committee meeting later this month.

66.25 Shutts Lane Notice Board. To obtain a quote to replace the noticeboard. *To be carried forward to the next meeting.*

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

a) Playpark. RoSPA inspection is due in September 2025.

Quotes to replace the bark circulated to Cllrs. The quotes varied from having replacement equipment, new surfacing and replacement edging. **Resolved:** Cllrs considered the various options and decided to give the play equipment a refurbishment rather than replace all the equipment. As the ROSPA report will be due shortly, Cllrs will wait to consider their recommendation but, in the meantime, Cllr Bird will get further detailed quotes.

As the playpark is used by many children in the Village and from the school, the refurbishment would benefit the community; Cllr Bird proposed this project was funded from the Capital Projects Reserve Fund. **Resolved:** Cllr Boxall seconded this proposal and all attending Cllrs agreed this would make good use of the fund.

b) CHAVS. Cllr King sent a brief update. The paint for the cemetery gate has now been purchased, and the repairs will start as soon as possible.

Homington Bench, this will need repairs in the near future. *This item will be carried forward to the next meeting after the bench has been assessed for stability.*

c) Cricket Club Lease. This has now been agreed and signed by all parties.

d) Internal Auditor. Tim Mynott has agreed to conduct the Parish Council's audit for financial year 2025/26.

e) Parish Steward Visit: 4th September; 6th October and 5th November 2025.

f) Gully Service. The discretion gulley service took place 4th August 2025. The Parish Council would like to thank Graham Axtell and his team for carrying this out within the Parish.

g) Flooding. In preparation for the winter additional gel sacs have been requested and the replacement of the grit bin at Pennings Drove/Stockbridge Lane junction. As all the flood equipment is currently stored in Coombe Bissett, it was proposed a box of gel sacs be stored in Homington for residents to easily access in an emergency. **Resolved:** Cllrs agreed this would be a good idea, they will be stored with the salt bags.

68.25 Planning.

a) To consider any new planning applications received. None.

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

PL/2025/06872: The Old Vicarage, Homington Road, Coombe Bissett. **Resolved:** Cllrs agreed to support this application, however comments regarding heritage and design will be submitted. Cllr Boxall to draft the Council comments.

c) To confirm any planning application responses determined by email for

Coombe Bissett Parish Council
Minutes for Parish Council Meeting held 9th September 2025.
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applications received since last meeting: (Comments can be viewed on the Wiltshire Council Planning Portal)

PL/2025/06082: Footes House, Homington Road, Coombe Bissett. *Object*

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

PL/2025/04863: Manor House, Stratford Tony Road, Coombe Bissett. *Refused*

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

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

PL/2025/05793: Shepherd's Croft, Shepherd's Lane, Coombe Bissett. *No objection*

e) PL/2023/10394: Land South of Salisbury Road. *Planning Permission Granted.*

f) PL/2024/09459: Land on the Southwest side of Chalk Pitt – *appeal dismissed.*

69.25 Neighbourhood Plan. Cllr Gledhill supplied a report which was read out at the meeting.

The Neighbourhood Plan and supporting documents was submitted to Wiltshire Council under Regulation 15 in March this Year. Wiltshire Council then conducted a Regulation 16 Consultation on the Plan between 16 Apr 25 and 11 Jun 25. Wiltshire Council received 26 comments during the consultation, and the Parish Council was then able to submit responses to the points raised in the Consultation.

In late June Wiltshire Council appointed an Independent Examiner to review the Plan under Regulation 17. This examination is currently taking place. The Examiners main task is to ensure the Plan has been correctly prepared, justified and consistent with national and Wiltshire Council planning policies. Once the review is completed the Examiner will produce a report with their findings and a recommendation on whether the Plan should be adopted, and if necessary recommending modifications to allow for adoption.

Once this is complete and assuming it is recommended for adoption, Wiltshire Council will make the necessary arrangements for the Neighbourhood Plan to go forward to Referendum. It is not possible to say exactly when this will be, but it could be later this Autumn or early next year.

70.25 Finance.

a) To note bank accounts:

Current Account: £6,555.55

Savings Account: £33,333.74

b) The new NALC Clerk's pay scale award has been released. Cllrs considered and approved the increase, effective immediately.

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

71.25 Parking Requests. To note the requests for parking on Coombe Bissett Recreation Field. *Noted.*

7th Sept – Coombe Bissett Cricket Club.

14th Sept – Coombe Bissett Cricket Club

27 – 28 Sept – Private Event

8th Nov – Private Event

72.25 Forthcoming Meetings.

- LHFIC Meeting: - 28th October 2025

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

- WALC August newsletter
- PCC update

Coombe Bissett Parish Council
Minutes for Parish Council Meeting held 9th September 2025.
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- Defibrillator Awareness training sessions; to consider running a session for parishioners. *Cllrs agreed a training session would be useful to the residents.*
- A request to hold a joint Parish PCC cyber-crime awareness workshop for the Parish and surrounding Parishes was considered. *Cllrs agreed this would benefit some residents. Clerk will contact Odstock, Britford and Bishopstone Parishes.*
- The new Assertion 10 and email/website requirements in the next AGAR was circulated to Cllrs. *Cllrs accepted the requirement for an authority owned domain, website and email. The Clerk and Chair will look at website options and costings prior to the next meeting.*

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

Shutts Lane Noticeboard
 Playpark Repairs
 Homington Bench
 Parish Council Website

75.25 Date of next meeting.

- Tuesday 11th November 2025

76.25 To close the meeting. With no further business to discuss Cllr Bird closed the meeting at 9.10pm.

Schedule of Payments:

Date	Payee	Particulars	Amount
13.08.25	SLCC	Clerk's training	£36.72
01.09.25	Earl of Radnor Estate	CB Allotments	£10.50
	J McGowan	PC Supplies	£5.00
22.09.25	Hurdcott Landscapes	Grass Cutting	£194.20
Total			£246.42

Outgoings between 09.07.25 – 08.09.25

Date	Payee	Particulars	Amount
15.07.25	J McGowan	Clerk's expenses	£12.20
	HMRC	Clerk's expenses	£13.49
21.07.25	Microsoft	Annual sub	£84.99
31.07.25	J McGowan	Clerk's expenses	£552.22
08.08.25	CB Village Hall	PC Meetings	£56.00
	Hurdcott Landscapes	Grass Cutting	£194.20
12.08.25	A Bird	Playpark repairs	£11.90
	HMRC	Clerk's expenses	£16.29
29.08.25	J McGowan	Clerk's expenses	£761.19
Total			£1,702.48

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Income Received between 09.07.25 – 08.09.25

Date	Received From	Particulars	Amount
21.07.25	J McGowan	Clerk Expenses	£13.49
31.07.25	NatWest	Interest	£30.40
18.08.25	J McGowan	Clerk Expenses	£16.29
29.08.25	NatWest	Interest	£27.79
Total			£87.97