STOCKTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Stockton Cricket Pavilion
19th October 2026 at 6.30pm

Draft minutes — subject to approval at the next meeting

Public Participation
No attendance

MINUTES

24. Attendance
Present: Councillors A Leng, C Beales, S Langford-Holt, Z Hallett and Andrew Riches.

In attendance: Karungi Grant, Clerk & RFO.

25. Apologies for Absence
None

26. Dispensations
No dispensation requests were received.

27. Declarations of Interest
Cllr Leng declared an interest in agenda item 18; Resident Inquiry Regarding Privately Owned Land.

28. Exclusion of the Press and Public
The Clerk advised that no items required exclusion of the press or public.

29. Approval of Previous Minutes
The minutes of the meetings held on 6 May and 20 May 2026 were considered. Approved as a correct record. Chair signed the approved minutes.

30. Reports from the Unitary Councillor, Councillors and Chair
None

31. Adoption of the General Power of Competence
The Council reviewed its eligibility to exercise the General Power of Competence[1]. Having noted that at least two-thirds of councillors had been elected and that the Clerk held the Certificate in Local Council Administration (CiLCA), the Council resolved to adopt the General Power of Competence.

[1] under the provisions of the Localism Act 2011 and the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

32. Matters Arising from Previous Minutes

- Following the co-option of Mr Andrew Riches at the meeting held on 20th May, the Chair formally welcomed him to the Council, and the Clerk witnessed the signing of his Declaration of Acceptance of Office.
- Wiltshire Council was contacted and confirmed that it was aware of the blocked gullies throughout Stockton and that they were scheduled to be included in the Vactor cleansing works planned for the end of May.
- Cllr Leng reported that, although the Council had previously agreed in principle to support the replacement costs of the defibrillator parts, there was some uncertainty regarding the future siting of the defibrillator. Cllr Riches volunteered to take the matter forward and will investigate the current requirements, ongoing need, associated costs and any other relevant considerations, before reporting back to the Council. Cllr Hallet to follow up on the location and/future siting.
- Cllr Leng presented the bank mandate to be signed by councillors, to facilitate the addition of further authorised signatories to the Council's bank account.

33. Finance Matters

33.1 Accounts and Bank Reconciliation

The Council considered the accounts and noted a bank balance of £4,391.89 as at 26 August 2026. Reconciliations were not presented at this meeting.

33.2 Payments

The following payments were presented and approved.

May pay	£183.72
IT & PC email	£108.00
June pay	£183.72
July pay	£183.72
August pay	£183.72

33.3 Receipts

A VAT refund of £122.02 was noted.

33.4 Budget Forecast 2026/27

The updated budget forecast and projected income and expenditure were considered. Councillors were asked to consider including a provision for Section 137 expenditure within the budget to ensure funds are available for projects or grants that benefit the community where no other specific statutory power is available.

33.5 Shared Costs Between Codford PC and Stockton PC

The Council considered a population-based allocation using Codford 857 residents (82.5%) and Stockton 182 residents (17.5%). Agreed. Clerk to apply the agreed ratio to shared costs.

34. SLCC Membership Contribution

The Council considered a £42 contribution towards the Clerk's annual SLCC membership fee of £200. Contribution approved.

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35. ICO Registration

The Council considered registration with the Information Commissioner's Office (ICO). It was noted that, as the Council processes personal data in carrying out its statutory functions, registration demonstrates compliance with data protection legislation, promotes transparency, and supports public confidence in the Council's handling of personal information. Approved. Clerk to complete registration, annual cost will be £52.

36. Review of Policies and Procedures

The Council considered and adopted the following policies and procedure.

1. IT & Device Use Policy
2. Grant Awarding Policy
3. Statement of Internal Control, and Councillor Roles Chart.

It was resolved that the Chair and the Responsible Financial Officer (RFO) be appointed to carry out the review of the Council's internal controls in accordance with the Council's governance and accountability requirements.
The Councillors' Roles and Responsibilities Chart was reviewed and updated, with responsibility for the Community Defibrillator assigned to Cllr Riches. Councillors were asked to review their allocated roles and notify the Clerk of any amendments required to enable completion of the chart.

37. Planning Application Consultation

PL/2026/03558 — 22 Stockton, Warminster, BA12 0SQ: Taking down and rebuilding the existing chimney.
Decision: No objection.

PL/2026/00946 — Stockton Dairy, Stockton, Warminster, BA12 0SQ: New B8 industrial storage building, regularisation of additional yard area and change of use of existing buildings.
Decision: Council had already submitted comments to the application in May.

38. Parish Steward

The Council noted that pothole repairs had been completed at various locations throughout the village. Cllr Beales agreed to follow up with Wiltshire Council regarding outstanding hedge maintenance works. Cllr Riches raised concerns regarding an unadopted footpath, and it was agreed that the Clerk would contact Wiltshire Council to seek clarification on ownership and maintenance responsibilities.

39. Parish Emergency Assistance Scheme (PEAS) 2026/27

Cllr Beales reported that no request had been made under the Scheme for 2026/27, as equipment and resources are typically requested on an as-needed basis in response to specific requirements.

40. High Volume Traffic Concerns — Referral to LHFIG

The Council discussed correspondence received from a resident regarding traffic volumes and the potential need for SID data and metro counts. Following discussion, it was agreed that Cllr Langford-Holt would complete and submit the relevant Highways request form, with the support of

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the Council, to progress investigations into the concerns raised and any potential traffic monitoring measures.

41. Resident Inquiry Regarding Privately Owned Land

The Council noted correspondence about privately owned land and confirmed that the matter was outside its remit unless a planning application was submitted to Wiltshire Council. The response already issued was noted.

42. Meetings

The following dates were noted:

1. LHFIG — 11 November 2026 at 10.00 am and 4 March 2027 at 10.00 am; Cllr Beales to attend.
2. Warminster Area Board — 19 November at 7.00 pm.

43. Correspondence

Emails previously circulated to councillors were noted. No matters arising required discussion at the meeting, and there was nothing further to report.

44. Items for the Next Meeting

None

Councillors were reminded to submit proposed items and motions to the Clerk within the notice periods required by Standing Orders.

45. Confidential Matters

The Council considered confidential matters outside of the public meeting.[2]

Date of Next Meeting - 11th January 2027

Meeting ended at: 8.49pm

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[2] Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.