Coombe Bissett Parish Council
Parish Council Minutes
Ordinary meeting, 14 July 2026

Christine Nielsen, Parish Clerk
parishclerkcoombebissett@gmail.com

Present: Cllrs Simon Boxall (Chair), Duncan Scott (Vice Chair), Lynnie Reed, Michelle King, Stephen Gledhill, Ben Archer.

Also present: Christine Nielsen, clerk, and two members of the public. One departed after the public session.

The Chair opened the meeting at 7:15pm.

Public Session
Development plans and environmental fragility: Concern that Coombe Bissett could be a target village in the Wiltshire Council scoping exercises and thereby exposed to inappropriate development given our ongoing flooding issues and lack of mains sewerage. The parishioner asks the council to pursue an immediate moratorium on all planning applications that increase the built-out area of Coombe Bissett. The full written comment was received and filed by the clerk.

Minute	Discussion	Action
35.2026 Apologies	None	
36.2026 Vacancies	One. New council member would ideally be from Coombe Bissett to balance current representation. **Agreed**: Cllrs will follow up on two potential candidates and continue to seek interested parties if necessary.	Cllr Boxall Cllr Reed All
37.2026 Declaration of Interest	None	
38.2026 Urgent items	Withdrawal of Wiltshire Council Local Plan and consequences for CPBC neighbourhood plan. Likely to be protected in the short-term with more development demand in 5 years. It is fortunate that there is a Neighbourhood Plan in place – while it is not a totally guarantee against new development it does provide an additional stop for inappropriate development.	
39.2026 minutes	**Approved**: May minutes were amended to correct representation: Rights of Way is Cllr King and CHAVS is Cllr Archer. Minutes were then signed by the chair.	

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40.2026 Agree PC roles	Cllr Reed **agreed** to assume the Playground and Recreation Field role. Responsibilities were agreed as follows: 1. Parish Council website: Cllr Scott, Clerk 2. Defibrillator checks: Cllr Boxall, Cllr Reed 3. Social media (Facebook): no one at present 4. Parish Steward: Cllr Reed, Clerk	
41.2026 Speed Indicator Device	**Agreed:** to repair pinhole damage in current SID rather than seek insurance coverage for manufacturer repair. Confirm purchase date and cost of second SID. Pursue LHFIG funding for mounting pole at September meeting.	Cllr Boxall Clerk
42.2026 Stratford Tony Road signs	**Discussed** "no footpath" signs. **Agreed** to delay submitting request for these until May 2027 meeting given risk that LHFIG is unlikely to fund both signs and mounting pole at September meeting. SID statistics will be useful to make case for signs.	Cllr Boxall Clerk
43.2026 Bus Replacement Shelter	**Noted**: Request in queue for consideration along with 600+ backlog list. Timeline to 2030. Prioritisation for safety and efficient site planning to coordinate with bus and other highway works. **Agreed** to continue monitoring.	Clerk
44.2026 Playpark maintenance	Bark lasts two years so about £2,000 needed annually to maintain the bark and then replace when it comes to end of life. Bark costs can come from normal budgetary process Less regular major playpark refurbishment funds will need to be built up in financial reserves. **Agreed**: these costs will be accounted for when drafting next year's budget for November meeting.	Cllr Gledhill Clerk
45.2026 Policies	The following policies were **adopted**. 1. Freedom of Information and Publication Scheme 2. GDPR data mapping 3. Data retention **Agreed** to follow up on what documents need to go to archives in Trowbridge.	Cllr Boxall
46.2026 Shutts Lane Noticeboard	Good idea to pursue this given it is a highly visible place for noticeboard. Previous quotes too high. **Agreed**: Cllr Reed to investigate cheaper alternative.	Cllr Reed

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47.2026 Homington bench	**Agreed**: to investigate costs for in-house repair with American oak and with help from CHAVS. Update costings at next meeting.	Cllr Boxall
48.2026 website and gov.uk emails	**Noted**: Set up delays due to bank mandate issues, now resolved. Direct debits arranged for website domain and gov.uk email. All required documents from previous site will be transferred to new site.	Cllr Scott Clerk
49.2026 Flooding defence measures	Cllr Archer attended the Operational Flood Working Group - South. No update on the Wiltshire Wildlife catchment walk scheme. **Agreed** to follow up on next steps. PEAS scheme re-opened. Applications due 31 August. Need to check current stock levels with Steward for white salt, gel sacs. Request flood signs and hi-vis vests.	Cllr Archer Clerk Cllr Reed Clerk
50.2026 PC mobile phone	**Agreed** to hold off purchase of dedicated CBPC phone/SIM given most contact is via email or website. Consider other contact options such as WhatsApp number and review.	Cllr Boxall Cllr Scott Clerk
51.2026 Cricket Field	**Noted**: Gate repair complete, invoice paid. Field used for parking 13 July.	

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52.2026 Planning	One new planning applications received between publication of agenda and meeting: PL/2026/03675. Proposal: Increase height of chimney stack above thatched roof ridge for safety compliance and insertion of French Doors Site Address:Crossways, Barber Lane, Homington, Salisbury, SP5 4NG **Agreed**: Submit "no comment" response on behalf of the council. There were no planning application responses by email since last meeting. **Noted**: Planning application decisions made by Wiltshire Council. PL/2025/06082 - Full planning permission Land Adjacent Footes House, Homington Road, Coombe Bissett, SP5 4LY Proposal: Sever plot; erect 1no. dwelling; use of existing lawful access from Shutts 13 May 2026 Decision: Approve with Conditions	Cllr Gledhill
53.2026 Finance	Bank account balances **noted**: Current £11,342.60 Savings £15,777.62 Schedule of payments **approved** and **signed** by chair. Clerk signatory process complete, with access to online banking. **Agreed**: three signatories sufficient. Check progress for Cllr Gledhill online access and advise next steps to complete.	Clerk Cllr Gledhill

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54.2026 Correspondence circulated to PC members	1. Fire station closure 2. Briefing note 26-27 re five-year housing supply 3. Harnham Housing Steering Group: **Agreed** to support as a PC raising strong concerns from both CB and H in terms of additional traffic, already stretched local resources and creeping development, but decline request for monies to fund expert scrutiny of plan to build homes on farmland south of Harnham. Chair to respond to letter on behalf of CBPC. Other correspondence received since agenda distributed: - Highways letter re overgrown trees from Homington Farm on Barbers Lane affecting bus route visibility. - Parishioner note re further tree issues: Mill House overhanging trees affecting view from turning on Homington Road; low branches in Donkey Meadow affecting car parking.	
55.2026 Fire station closure	**Agreed**: Chair will send letter to say the Wilton fire station has been the recourse site to Salisbury in previous village fire incidents.	Cllr Boxall
56.2026 Forthcoming Meetings	LHFIG 1 September 2026. Funding submission due two weeks prior.	Cllr Boxall
57.2026 Items to be carried forward	Shutts noticeboard Homington bench Tree maintenance SID Flood prevention measures Website and gov.uk emails	
58.2026 Date of next meeting	8 September 2026, 7:15pm	
59.2026 End meeting	Meeting **closed** 20:55	

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Coombe Bissett Parish Council
Schedule of Payments

Bank Accounts as at: 14 July 2026

Current Account: £11,342.60
Savings Account: £15,777.62

Payments to be approved - none

Date	Payee	Particulars	Amount
Total	n/a	n/a	£ 0

Outgoings between 12.05.26 – 14.07.26

Date	**Payee**	**Particulars**	**Amount**
12.05.26	Hurdcott 9968	Grass Cutting	£200.02
15.05.26	Information Commissioner	ICO renewal (direct debit)	£ 47.00
29.05.26	C Nielsen	Clerk's salary and HWA	£686.55
	C Nielsen	Clerk's expenses	£ 39.20
01.06.26	Hurdcott 1043	Grass Cutting	£200.02
03.06.26	WALC 1212	Clerk training	£ 48.00
18.06.26	Community insurance	Annual policy renewal	£537.24
25.06.26	C Nielsen	Clerk's salary and HWA	£531.24
	J McGowan	Ad hoc hours handover	£350.14
29.06.26	Gillian Irving	Dog waste bags	£ 16.54
08.07.26	Hurdcott 10116	Grass cutting	£200.02
13.07.26	P.A. Lumber	Cricket pitch gatepost repair	£360.00
	Adrian Turnbull	SID clamps refund	£67.85
total			**£3,283.82**

Income Received between 12.05.26 – 14.07.26

Date	**Received From**	**Particulars**	**Amount**
29.05.26	Natwest	Savings account interest	£ 11.05

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22.06.26	Cricket club	Lease	£ 10.00
08.06.26	HMRC VAT return	VAT refund (31.10.26- 31.05.26)	£ 3,483.18
30.06.26	Natwest	Savings account interest	£ 11.75
Total			**£3,515.98**