

MINUTES OF THE MEETING OF Seend Parish Council

Meeting Type: Council, Tuesday 31st March 2026

Time: 18.30 – 21.00

Venue: Irene Usher Hall, Seend, Melksham

(Meeting convened in accordance with **Schedule 12, Local Government Act 1972**)

1. CHAIRMAN'S ANNOUNCEMENT AND OPENING OF MEETING

The Chairman declared the meeting open at **18.30**, having confirmed that the meeting had been **properly convened** in accordance with **Schedule 12, paragraph 10 of the Local Government Act 1972**.

2. PRESENT

Councillors Present:

- Cllr Savage (Chair)
- Cllr Bridget Johnstone (Vice Chair)
- Cllr Paul Manning
- Cllr Pamela Akerman
- Cllr Jamie Halliday
- Cllr Phil Springate
- Cllr William Lack
- Cllr Mavrick Drewett
- Cllr Steve Drewett

In Attendance:

- Proper Officer / Clerk – Hayley Bell
- Cllr Tamara Reay
- 6 Residents

3. APOLOGIES FOR ABSENCE

Apologies were received from:

- Cllr Helen Robinson Gordon
- Apologise accepted, **Proposed** Cllr Halliday **Seconded** Cllr Savage

Council considered the apologies in accordance with **Section 85 of the Local Government Act 1972**.

4. DECLARATIONS OF INTEREST

In accordance with:

- **Sections 28–34, Localism Act 2011**, and
- **The Council's Code of Conduct**,

Councillors were invited to declare **Disclosable Pecuniary Interests (DPIs)** and **other interests**.

- No declared an interest.

5. DISPENSATIONS

No dispensations were requested under **Section 33, Localism Act 2011**.

6. APPROVAL OF MINUTES

RESOLVED:

That the minutes of the meeting held on **24th February 2026** be approved as a **true and accurate record**, in accordance with **Schedule 12, paragraph 41, Local Government Act 1972**. **Proposed** Cllr Halliday **Seconded** Cllr Akerman

7. Action Tracker Updates

Minutes & Agendas

Displayed on all parish noticeboards, submitted to *Spotlight*, and published on the website – **Actioned**

Defibrillator Checks

Simple check form completed; gloves and disposable masks ordered – **In progress**

New Email Addresses

Went live on 1st April; publicised via *Spotlight*, out-of-office replies, website, and social media – **Completed**

New Website

Development ongoing; meeting scheduled for April – **In progress**

Blocked Gullies (A361)

Reported via MyWilts app – **Reported**

Highways Issues (Inmarsh / Spout Lane / Sells Green)

Issues identified and under review – **Ongoing**

Dorset & Wiltshire Fire and Rescue Service (Closures)

Online survey completed, and letter sent to MP – **Actioned**

PEAS

No update at present – **Applications closed**.

Love Walk Gate (Inmarsh)

Matter under consideration – **Ongoing**

Bollands Hill (Sewage Tank & Construction)

Site visit requested – **Pending**

Seend Fund

Invitation to present at Annual Parish Meeting to be issued – **Planned**

SEEN 66 Footpath / Bradley Lane

Wiltshire Council continuing scalping's works – **Ongoing**

Sewer System at Hook Hollow

To contact Wiltshire Council and Wessex Water – **Pending**

Bus Stop Light (High Street)

To be reported to Wiltshire Council officers – **Pending**

Electrical Junction Box (Pinch Point)

Reported to SSE; confirmed Wiltshire Council responsibility – **Referred**

Socket for SID (Sells Green)

Under consideration – **Ongoing**

White Gates Survey (LHFIG)

Included with LHFIG – **In progress**

Pathway (Wesley Cottage)

LHFIG site visit arranged – **In progress**

Seend Cleeve Sign

No update at present – **Ongoing**

Logo

Under development – **In progress**

8. Wiltshire Councillor Tamara Raey

- Food Waste, Wiltshire Council has been given an extension from DEFRA until Summer 2027. It might feel a way off, but we're already getting everything lined up behind the scenes and we know how eager you are to get going! They are asking residents to share their experiences and preferences about current and future waste and recycling services. Your feedback will help shape how the new services look and how we communicate them. <https://orlo.uk/f61LG> Open until Friday 17 April
<https://www.wiltshire.gov.uk/news/wiltshire-council-invites-residents-to-share-views-on-future-waste-and-recycling-services>
- **Parking Charges.**

Wiltshire Council will open a statutory consultation next month on proposed changes to parking charges across the county. The consultation, which begins on Thursday 9 April and closes on Wednesday 5 May, forms part of a comprehensive review of parking tariffs to ensure they remain aligned with the council's Local Transport Plan 4 (LTP4), its Parking Sub-Strategy and the Medium-Term Financial Strategy (MTFS).

The outcome of the parking tariff review is subject to change depending on the consultation responses. Tariffs may increase, decrease, remain unchanged, or be

withdrawn entirely. However, any final decision will need to fully cover identified costs to ensure there is no impact on the council's MTFS.

Parking charges in Wiltshire have not changed since 2022, despite significant inflationary pressures during that time, including more than a 20% rise in the Consumer Prices Index (CPI) and increasing operational costs.

The proposed changes include:

- An average 20% rise in parking charges in 2026, followed by a further 5% rise in 2028.
- Extending parking charges operating hours to 7am-7pm.
- Aligning Sunday charges with weekday tariffs.
- Reintroducing on-street Sunday charging in Salisbury.
- Adjusting season ticket and permit fees in line with any tariff changes.

The proposals are based on detailed assessments of individual car parks to ensure a fair approach that recognises the different economic conditions in each town and city. The consultation will be part of the statutory Traffic Regulation Orders (TROs) process. People will be able to write to the council via email or letter to share their views - more details will be available at the start of the consultation.

<https://www.wiltshire.gov.uk/news/consultation-on-proposed-changes-to-parking-charges-to-begin-next-month>

The Clerk informed Seend residents Melksham Town Council have approved a community parking scheme to support residents and the local economy.

Wiltshire Draft Transport Plan 4

- Wiltshire Council has launched a public consultation on its draft Local Transport Plan 4 (LTP4) Delivery Plan, inviting residents, businesses and organisations across the county to help shape the future of Wiltshire's transport network.
- The Delivery Plan sets out how the council will put the policies in LTP4 into action between 2025 and 2038. The original LTP4 document was subject to a full public consultation in early 2025 and has since been approved by both Cabinet and Full Council.
- The Delivery Plan includes a programme for developing projects and plans to improve public transport, expand active travel opportunities, enhance electric vehicle infrastructure, manage freight, and support transport strategies for principal settlements, market towns and rural communities.
- It also aligns with Our Wiltshire Plan 2025-2035, contributing to priorities such as improving road safety, cutting carbon emissions, supporting economic growth, and ensuring accessible and sustainable travel options for all.

- The consultation will help to inform the development of important supporting documents - including cycling and walking infrastructure plans, public transport strategies, freight proposals and place-based plans for towns across Wiltshire.
- The consultation will run from Tuesday 31 March to Tuesday 5 May
<https://www.wiltshire.gov.uk/news/wiltshire-council-launches-consultation-on-draft-local-transport-plan-4-delivery-plan>

Crisis and Resilience Fund

The CRF represents a significant change in the national welfare landscape. It will replace the Household Support Fund (HSF) from 1 April 2026, marking a shift from emergency-only interventions to a more sustainable approach to financial wellbeing.

Wiltshire Council will receive £13.4m over the funding period - £4.4m in 2026/27, £4.4m in 2027/28 and £4.6m in 2028/29. The CRF will enable the local authority to expand local support services that help residents manage crises, stabilise household finances, and reduce repeat hardship. A full delivery plan is expected to be in place later this year.

In addition, the government confirmed that Wiltshire Council has been allocated an additional funding of £783,725 through the Crisis and Resilience Fund to provide targeted support for households that rely on oil heating. Oil has seen a significant spike in cost recently due to global events and that's why the government has provided additional support for those affected by this specific issue. Households that heat their homes with oil are not protected by the national energy price cap, meaning they can be more quickly affected by rising energy prices.

The CRF includes four key components, each designed to address both immediate need and long-term financial resilience:

1. Crisis payments
2. Housing payments
3. Resilience services
4. Community coordination

The council is currently gathering local data and evidence to ensure its CRF programmes target residents most in need and integrate seamlessly with existing services. The crisis payment application system will be operational from April 2026, with other components phased in after that. <https://www.wiltshire.gov.uk/Crisisandresiliencefund>

9. PUBLIC PARTICIPATION

In accordance with:

- **Section 1, Public Bodies (Admission to Meetings) Act 1960, and**
- **Openness of Local Government Bodies Regulations 2014,**

members of the public addressed the Council on the following matters:

- Concerns raised regarding the community post office and the village shop being an asset of the village and a much-needed service. **Action:** Clerk to write to the post office

- Broad Lane Potholes are concerning residents. Residents were informed to report them on My Wilts app. <https://www.wiltshire.gov.uk/mywilts-online-reporting>
- Gaiger signs on private property, the council confirm it has no powers on private landowners.
- Concerns over parents dropping off children at Dial Close. Cllr Raey will contact the school to discuss supporting them with a travel plan.

10. Rusty Lane Adoption

The Council discussed the potential adoption of Rusty Lane. Members emphasised the need to be clear about the Council's responsibilities and liabilities before any decision is made.

It was **resolved** that the Clerk would gather all relevant information regarding the lane, including legal, maintenance, and financial implications, and **produce a report** for the Council to consider at April's meeting.

11. LHFIFG - updates from Cllr Halliday.

- **Double Yellow Lines**
Seend Parish Council (SPC) to provide feedback following the public consultation, which indicated significant resident opposition to the proposed double yellow lines.
- **Seend Bell Hill Crossroads**
Removed from the LHFIFG programme and progressed under Collision Reduction. Further discussion required; this may already be under review.
- **Spout Lane Parking**
Jamie Mundy has not yet been able to fully review. A site visit is to be arranged with DS.
- **Seend Stocks Layout**
Jamie Mundy has not yet been able to fully review. A site visit is to be arranged with DS.
- **Seend High Street Footway**
Jamie Mundy has not yet been able to fully review. A site visit is to be arranged with DS.
- **Seend Cleeve Village Signage**
SPC confirmed it wishes to proceed. Item to be removed from LHFIFG.
- **Seend High Street – Speed Reduction Measures (General)**
A driven speed limit assessment is considered the most appropriate initial step. However, existing data from SID devices should first be collated and submitted to Jamie Mundy and Councillor Whitehead.
- **Seend – Bell Hill Speed Limit Sign Relocation**
It was noted that 30mph limits have been installed as the criteria for this location is met. Moving the limit further from residential properties would reduce its effectiveness. Any change would be a costly process requiring full assessment and an amendment to the Traffic Regulation Order (TRO), meaning the entire TRO would need to be reviewed. SPC to provide Bell Hill SID data to Jamie Mundy.
- **Seend Cleeve – 20mph Speed Reduction**
SPC to confirm whether it is willing to contribute to the cost of an initial speed assessment.

Speed Watch

Speed Watch reports have been **submitted to the Clerk** and are now **available on the Parish Council website**.

The Council noted that **volunteers are still required** to support ongoing Speed Watch activities.

Area Board Meeting – Minutes Summary Cllr Halliday

1. Large Local Speed and Accident Reduction Works

- **Black Dog Crossroads:** Permanent traffic signals have now been installed and are operational. The system is adaptive and able to respond to traffic flow patterns.
- **Caen Hill:** Proposals are due to be published in the coming weeks, alongside the results of a consultation regarding speed reduction measures on the hill.

2. Police Update

Inspector Simon Garrett, Neighbourhood Inspector for Devizes, Marlborough and Pewsey, provided an update:

- Crime levels remain stable at approximately 300 crimes per calendar month in Devizes.
- Devizes accounts for around 4% of total recorded crime in Wiltshire.
- There were 33 recorded violent crimes in the most recent month (approximately one per day), which remains statistically low.
- The local detection rate stands at 32.9%, compared to a force-wide average of 18%.
- Overall, crime levels are stable despite public perception.

3. Area Board Priorities and Actions

- The Housing Support Fund introduced post-COVID has transitioned into the **Crisis and Resilience Fund**, aimed at supporting both immediate needs and longer-term interventions.
- The fund is government-backed, with £3 million allocated over a three-year period.

4. Air Quality and Sustainable Transport

- **LEVI Funding:** Seend has been selected for initial rural hub discussions under the Local Electric Vehicle Infrastructure (LEVI) programme, supported by £5 million in government funding. This includes consideration of CurboCharge gulley-based on-street charging for properties without driveways.
- **London Road Active Travel Scheme:** Atkins has been commissioned to develop options for a new pedestrian and cycle bridge adjacent to the existing listed structure.
- **Schools Active Travel:** Schools are required to have travel plans in place by Easter 2026 to be eligible for the 2026/27 design cycle. It was suggested that Seend School could work collaboratively on local road layout challenges, particularly at the narrows.

5. Area Board Funding

- **Cycle Hanger Project:** Proposal for a centrally located, secure cycle storage facility. The unit would be accessible and lockable via key or app, with the aim of encouraging cycling within Devizes.

6. Open Forum

- **Potholes:** Concerns were raised regarding the speed of inspection and repair within government guidelines. This will be referred to Highways.
- It was noted that approximately 2,700 pothole repair requests were recorded in January, the highest on record.
- **Station Road Diversion:** The kebab shop is scheduled for demolition, expected to take approximately two weeks. A resident highlighted that, as an unofficial diversion route, vehicle speeds have increased within the 20mph zone.

10. Reports from Parish Councillors

Update from Cllr Savage and Resident Paul Taylor.

Best Kept Village Competition 2026 – Resident Involvement

The Council noted that **CPRE judges will be assessing Seend** for the Best Kept Village Competition 2026 across a range of areas, including:

1. Hedges, trees, walls, fences, banks, and roadside verges
2. Residential gardens, outbuildings, and allotments
3. Public playing fields, including clubhouses or pavilions
4. Village greens and other public open spaces
5. Footpaths, rights of way, ponds, and streams
6. Village halls, church halls, scout/guide halls, and other community buildings
7. School surrounds and playing fields
8. Exterior of the church and surrounds, including burial grounds, memorial gardens, and war memorials
9. Shops, offices, workshops, public houses, and garages
10. Bus shelters, telephone kiosks, public noticeboards, and their upkeep
11. Advertising displays (current, restrained, absence of flyposting)
12. Maps – quality, scale, and adequacy for guiding judges to village features
13. Community spirit and website
14. Appearance of conservation and wildlife areas

The Council **encouraged residents to assist** with the preparation and upkeep of these areas to help ensure Seend presents itself at its best during the competition.

Volunteers' contributions would be greatly appreciated, and interested residents were invited to contact the Parish Council to offer support.

Cllr Savage attend EV charging seminar with Cllr Reay. Sites being considered for Seend, The Lye x 3, Community Centre, Entrance to dial Close, the Brewery, 3 magpies Caravan and Camping Club, if successful looking at implementation 2027

11. Neighbourhood Plan - Statement by Cllr Johnstone

Cllr Johnstone noted that, since the last meeting on 24 February, there has been concerning news regarding the Wiltshire Local Plan. An update issued by Wiltshire Council on 12 March has introduced significant uncertainty, with the Planning Inspectors raising serious concerns about

the timetable. The Council has effectively been presented with two options: to withdraw the Plan or to proceed and risk a recommendation of non-adoption.

It was highlighted that this uncertainty has a direct bearing on any potential review of the Seend Neighbourhood Plan. In light of this, Cllr Johnstone posed the initial question to Council: whether, in principle, it wishes to undertake a review of the Neighbourhood Plan at all under the current circumstances. It was emphasised that any such review would only proceed following professional advice likely from Place Studio regarding scope, implications, and timing.

Subject to agreement in principle to proceed, Cllr Johnstone addressed the matter of leadership. She recommended that Carola Thorpe be invited to lead the Steering Group, noting her significant contribution to the development of the original Neighbourhood Plan and the value of her experience. It was acknowledged that this would depend on her availability following her house move in the Autumn, and that any support requirements would need to be considered.

Finally, Cllr Johnstone outlined that, should the Council wish to move forward, a further decision would be required on whether to engage Place Studio, subject to obtaining and agreeing costings.

In summary, the Council is first asked to determine whether it wishes to review the Neighbourhood Plan in principle. Only if agreed should further consideration be given to leadership and the appointment of professional support.

Before opening the discussion, Cllr Johnstone also suggested that, if Carola Thorpe and Georgina are willing, a “Get to Know Your Neighbourhood Plan” session could be organised for the wider community in the coming months. This could help build awareness and engagement regardless of the Council’s ultimate decision.

Members discussed the current position regarding Seend’s housing requirement and noted that the information available remains unclear and, at times, conflicting. It was acknowledged that differing figures and guidance have created uncertainty, making it difficult to form a definitive view on future housing need within the parish.

Councillors expressed concern that this lack of clarity, particularly in the context of the wider uncertainty surrounding the Wiltshire Local Plan, presents challenges for progressing any review of the Neighbourhood Plan at this stage.

It was agreed that further clarity and professional advice would be essential before any informed decisions could be made regarding housing numbers and policy direction.

12. Planning Applications

PL/2026/01203

Site Address

5 Dial Close, Seend, Melksham, SN12 6NP

Proposal

Erection of an orangery to the rear of property

No objections from Councillors, however a question regarding the removal of a tree was raised from a member of the Parish – Parish Clerk to investigate.

13 Parish Councils Policies

Following discussion, it was resolved to adopt all Council policies. **Proposed by Cllr Savage and Cllr Drewett**

The Council agreed that maintaining the current suite of policies provides consistency and supports effective governance, particularly considering ongoing uncertainty in the wider planning context.

14. Financial Matters

The Asset Register was **noted and approved** by the Council.

It was agreed that the valuation of the telephone boxes within the register should be reviewed and updated to reflect current market rates. **Action – Clerk to amend the asset register. – Actioned**

The Council resolved to approve new Parish Council bank signatories.

It was agreed that Cllr Halliday **and** Cllr Drewett would be added as authorised signatories for Parish Council banking transactions. **Action – Clerk to make the necessary arrangements. – Actioned**

As listed on the agenda, the Council **resolved to approve the payments.**

RESOLVED:

The payments listed are approved under **Section 150, Local Government Act 1972.**

The payments were authorised by Cllr Akerman and Cllr Springate.

15. NO CONFIDENTIAL ITEMS

16. DATE OF NEXT MEETING

The next meeting will be held on **28th April 2026** at **18.30**, Irene Usher Hall

17. CLOSURE

There being no further business, the Chairman closed the meeting at **21.00**

SIGNATURE

Signed as a true record of the meeting:

Chairman: _____ Date: _____