

DILTON MARSH PARISH COUNCIL - NOTICE OF MEETING

To All Members of Dilton Marsh Parish Council

You are hereby summoned to attend the Annual Council Meeting to be held on **Thursday 21st May 2026** at the Memorial Hall, Dilton Marsh commencing at 7.30 pm (or immediately following the Annual Parish Meeting) for the transaction of the business shown on the agenda below.



Nicola Duke B.A (Hons), MILCM
Clerk to Dilton Marsh Parish Council
15th May 2026

AGENDA

NOTE.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights.

Public Forum - The meeting will commence with an Open Forum to hear from members of the public.

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| 3494 | Election of the Chair To elect the Chair for the municipal year 2026/2027. To receive the Chair's declaration of acceptance of office. |
| 3495 | Apologies for absence To receive apologies for absence. |
| 3496 | Declarations of Interest and Dispensations to Participate To receive declarations of interest and dispensations to participate |
| 3497 | Election of Vice-Chair To elect the Vice-Chair for the municipal year 2026/2027. To receive the Vice-Chair's declaration of acceptance of office. |
| 3498 | Minutes of Council Meetings To receive and confirm as a correct record the minutes of meetings of the Parish Council held on 16th April 2026 (<i>copy attached</i>). |
| 3499 | Wiltshire Council Report To receive a report from Wiltshire Councillor Mike Phillips on Wiltshire Council, the Area Board and the Local Highways and Footpath Improvement Group (LHFIG). |

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| 3500 | Planning Applications and Decisions | | |
| | a) To resolve the Council's comments on applications received and not previously responded to as listed below: | | |
| | PL/2026/02472 | Land Rear of 117, High Street, Dilton Marsh | Details of Landscaping, Appearance, Layout and Scale pursuant to the outline planning permission PL/2023/01880 approved at appeal (APP/Y3940/W/24/3352160) |
| | PL/2026/02423 | 4 Sliver Street, Dilton Marsh, Westbury, BA13 4DQ | Proposed Single Storey Rear Extensions |
| | b) To agree the comments to be sent to Wiltshire Council in respect of any planning applications or appeals received after 15 th May 2026 (if any). | | |
| | c) To note the below listed planning decisions: | | |
| | PL/2026/01452 | 14 Stormore, Dilton Marsh, Westbury, BA13 4BH | First Floor Dormer and Rear Extension Approve with conditions |
| | PL/2025/09457 | Land on the west side of Storridge Road, Westbury | Variation of conditions 2, 4, 5 and 7 of PL/2021/10592 to allow the approved 29MW solar farm (over 43ha) and associated development to incorporate the use of an existing access from Storridge Road Approve with conditions |
| | PL/2025/09894 | Land at Storridge Farm, Storridge Road, Westbury | Permission for the use of an existing access during construction, maintenance and decommissioning of the solar farm approved under (PL/2021/10592) Approve with conditions |

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| 3501 | <p>Parish Council Representatives 2026/2027</p> <p>To nominate representatives for the following:</p> <ul style="list-style-type: none"> • Neighbourhood Policing Team • Highways and Parish Steward • Memorial Hall Management Committee • Emergency Planning • Neighbourhood Planning • Playing Field Working Group • Staffing |
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| 3502 | <p>Parish Council Insurance 2026/2027 To agree the renewal of the Annual Insurance Policy (information attached). <i>The Council is currently in year 2 of the 3 year long term agreement; renewal premium £1302.17; previous year premium £1386.63.</i></p> | | | | | | | | | | | | | | | | | | | | | | | | |
| 3503 | <p>Parish Council Banking Arrangements</p> <p>a) To agree the bank signatories for the municipal year 2026/2027. b) To receive an update on the required switch of bank accounts.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| 3504 | <p>Finance</p> <p>a) Council expenditure – to approve payments due as below listed. b) Accounting system – to receive an update regarding the switch to the Alpha accounting software for 2026/27.</p> <table border="1" data-bbox="423 653 1495 932"> <tr> <td>HMRC</td> <td>PAYE/NI April 2026</td> <td>322.76</td> </tr> <tr> <td>Wiltshire Pension Fund</td> <td>Pension contributions April 2026</td> <td>259.80</td> </tr> <tr> <td>Gooding Accounts</td> <td>Payroll fee April 2026</td> <td>20.00</td> </tr> <tr> <td>N Duke</td> <td>Clerks salary April 2026</td> <td>840.85</td> </tr> <tr> <td>ASK Grounds Maint</td> <td>Play areas April – May 2026</td> <td>135.00</td> </tr> <tr> <td>Ideal Grounds Maint</td> <td>Grounds maintenance April 2026</td> <td>385.40</td> </tr> <tr> <td>Cllr Jones</td> <td>Strimmer repair/orchard expenses</td> <td>109.00</td> </tr> <tr> <td>IAC Auditing Solutions</td> <td>Internal Audit fee 2025-26</td> <td>354.00</td> </tr> </table> | HMRC | PAYE/NI April 2026 | 322.76 | Wiltshire Pension Fund | Pension contributions April 2026 | 259.80 | Gooding Accounts | Payroll fee April 2026 | 20.00 | N Duke | Clerks salary April 2026 | 840.85 | ASK Grounds Maint | Play areas April – May 2026 | 135.00 | Ideal Grounds Maint | Grounds maintenance April 2026 | 385.40 | Cllr Jones | Strimmer repair/orchard expenses | 109.00 | IAC Auditing Solutions | Internal Audit fee 2025-26 | 354.00 |
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| 3505 | <p>Highways and LHFIG To receive any available reports and updates – Chair to report.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| 3506 | <p>Playing Field Working Group To receive a report from the Working Group (notes of meetings previously circulated) including:</p> <p>a) To consider for approval the Terms of Reference (attached) b) To note the revised Communications Strategy (previously circulated, April minutes refer) c) To consider and approve high level budget costings for planned replacement projects (report to be issued following the meeting of the working group on 15th May 2026)</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| 3507 | <p>Parish Council Projects and Updates (copy of current report attached) To receive and note the brought forward project list as attached, note available updates and consider decisions required on the below items:</p> <p>a) The People’s Emergency Briefing – to note that the Memorial Hall will be screening the film on 19th June 2026 and consider a request that the Parish Council fund refreshments for the event (previously circulated; Chair to report) b) Parish Steward – to receive an update on the Parish Steward initiative and consider next steps for the proposed Handyman scheme (April minutes refer) c) Litter Bins – to receive an update on the arrangements for the collection of waste following the cessation of the Idverde service (April minutes refer) d) Councillor Information – to discuss the <i>Meet your Councillor</i> initiative and consider updating website information, providing photos and arranging for information to be displayed on noticeboards – Chair to report. e) Village Day July 2026 – to receive a report from the Clerk regarding the insurance arrangements for the event (previous minutes refer).</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| 3508 | <p>Correspondence None at time of issue.</p> | | | | | | | | | | | | | | | | | | | | | | | | |

3509

Calendar of Meetings

To set the calendar of meetings for the municipal year 2026/2027 – all meetings start at 7.30 pm and are held in the Memorial Hall:

Thursday 18th June 2026

Thursday 16th July 2026

August – Recess

Thursday 17th September 2026

Thursday 15th October 2026

Thursday 19th November 2026

Thursday 17th December 2026 – if required

Thursday 21st January 2027

Thursday 18th February 2027

Thursday 18th March 2027

Thursday 15th April 2027

Thursday 20th May 2027 – Annual Parish Meeting and Annual Council Meeting