

Dilton Marsh Parish Council

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Minutes of a meeting of the Parish Council held on
Thursday 16th January 2025 in the Memorial Hall, Dilton Marsh at 7.30 pm.

Present: Cllr Jones (Chair in the absence of Cllr Irving), Cllr Gibbs, Cllr Williams, Cllr Leigh, Cllr Dopheide and Cllr Ness.

In attendance: Nicola Duke (Parish Clerk), Wiltshire Councillor Suzanne Wickham and five members of the public.

Members of the public were invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern:

- A member of the public spoke to the Council in respect of planning application PL/2024/10578 Rose Villa 79 High Street, outlining his concerns at the impact of the development on his neighbouring property.
- The applicant for the above-named planning application spoke to members regarding the detail of the application and confirming that some small adjustments might be possible in order to address the concerns raised by the neighbour.
- The local Neighbourhood Watch coordinator spoke to the grant application to be considered under agenda item 3318b) outlining the progress made with establishing the scheme, which now covered the entirety of the village, the increasing sign up of residents to the scheme and the equipment required for the group.

3311	Apologies for absence Cllr Irving due to a family commitment, accepted. Cllr Howells due to ill health, accepted. Cllr Morland due to a prior engagement, accepted.
3312	Declarations of Interest and Dispensations to Participate Cllr Gibbs declared an interest in agenda item 3318a) as Chair of the organisation applying for a grant.
3313	Minutes The minutes of a meeting of the Parish Council held on 4th December 2024 were approved for accuracy and adopted (<i>proposed Cllr Jones, seconded Cllr Dopheide</i>).
3314	Wiltshire Council Report Wiltshire Councillor Suzanne Wickham reported the following: <ul style="list-style-type: none">• The planning application for land south of Clivey had not yet been determined by WC. The planning appeal for land to the rear of 117 High St was showing a decision date of 12th February 2025.• Updated members on the Heart of Wessex Mayoralty, which had been considered by WC at a meeting earlier in the month. The proposal would see Wiltshire join with Dorset and Somerset for a combined mayoralty. Cllr Wickham reported that whilst Wiltshire Councillors found the general principle unpopular the Council had decided to be proactive in setting up the mayoralty, given that it was a directive from central government. It was expected that elections for the role would be held in 2026. Cllr Wickham confirmed that the three Councils joining the Heart of Wessex would remain autonomous in managing their own authorities.

	<ul style="list-style-type: none"> The next LHFIG meeting was scheduled for 23rd January 2025 and the next Area Board meeting would take place on 12th February 2025 at the Leighton Centre. Cllr Wickham congratulated Mr Jones for his successful efforts in establishing the new Neighbourhood Watch scheme. Cllr Wickham also reported that, after much soul searching, she would not be standing for re-election to Wiltshire Council in the May 2025 elections. Members expressed their regret at hearing this news. 		
3315	Planning applications and consultations a) Members resolved the Council's comments on applications received and not previously responded to as listed below:		
	PL/2024/10872	Kings House, 44 High Street, Dilton Marsh, Westbury, BA13 4DY	First Floor Extension, Storeroom Conversion, External Finish and Appearance Alterations – referred from the December meeting. PC Comment – No Objection (proposed Cllr Dopheide, seconded Cllr Jones).
	PL/2024/10929	Kings House, 44 High Street, Dilton Marsh, Westbury, BA13 4DY	Proposed detached single storey carport and workshop – referred from the December meeting. PC Comment – No objection (proposed Cllr Dopheide, seconded Cllr Jones).
	PL/2024/11127 and PL/2024/11346	6 ST MARYS LANE, DILTON MARSH, WESTBURY, BA13 4BL	Single storey rear extension and replacement rear porch PC Comment – No objection (proposed Cllr Jones, seconded Cllr Ness).
	PL/2024/11387	8 Fairways, Dilton Marsh, Westbury, BA13 3RU	Proposed single storey rear extension. Proposed bay window, front door and canopy roof to front elevation. Proposed remodeling of dormer windows

			PC Comment – No objection (proposed Cllr Jones, seconded Cllr Leigh).
	PL/2024/10578	Rose Villa, 79 High Street, Dilton Marsh, Westbury, BA13 4DP	<p>Single-storey utility room addition, a two-storey eastern extension with living and dining rooms, a kitchen/breakfast room, a master bedroom with en-suite, and a single-storey kitchen extension. Additionally, a double garage will be constructed on the western edge of the property.</p> <p>PC Comment – Members had regard to the comments made to the Council during the Open Forum and agreed to submit a Comment to WC requesting that:</p> <ol style="list-style-type: none"> 1. that a plan should be produced showing the exact distance between the proposed major extension and the neighbours boundary fence, 2. the applicant should discuss with the neighbours, ways in which their stated objections to the major extension could be resolved. <p>(proposed Cllr Jones, seconded Cllr Leigh).</p>
	PL/2024/11663	Land on the west side of Storridge Road,	Underground cable

		Westbury	PC Comment – No objection (proposed Cllr Jones, seconded Cllr Ness).																																	
<p>b) To agree the comments to be sent to Wiltshire Council in respect of any planning applications or appeals received after 10th January 2025 (if any): None.</p> <p>c) Members noted the below listed planning decision:</p>																																				
PL/2024/07165		The Willows, 7B Stormore, Dilton Marsh, Westbury, BA13 4BH	Variation of condition 2 (approved plans) relating to application PL/2022/06197 Approve with conditions																																	
3316	Neighbourhood Plan It was noted that the NP was currently at Regulation 16 consultation stage, the process for which was being managed by Wiltshire Council. Following the conclusion of the consultation, the Plan would sent out for Independent Examination.																																			
3317	Finance a) Council expenditure as below listed was approved (proposed Cllr Ness, seconded Cllr Leigh). b) Members noted the Bank Reconciliation Statement November and December 2024 (previously circulated). c) Members noted the Budget Report December 2024 (previously circulated). d) Members noted the Financial Position Statement December 2024 (previously circulated)																																			
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3318	Grant Applications Members considered the below listed grant applications (information previously circulated), noting that the Grant Budget for 2024-25 had £150 remaining for allocation : a) Wiltshire Bobby Van Trust - £520.00 – the Clerk was asked to revert to the Trust for additional information relating to how the project would be of specific benefit to the parish.																																			

	<p>b) Neighbourhood Watch - £80.00 – Grant awarded (proposed Cllr Jones, seconded Cllr Leigh)</p> <p>c) Dilton Marsh Flower & Handicraft Show - £250.00 – The Clerk reported that this grant could be approved in advance, as payment would be made during the 2025-26 financial year. The grant was duly approved for payment in the forthcoming financial year (proposed Cllr Jones, seconded Cllr Williams).</p>
3319	<p>Asset Transfers</p> <p>a) There were no further updates from WC regarding the agreed transfer of land at Penknapp from Wiltshire Council (December minutes refer) although the Community Orchard works were progressing. The Clerk would chase WC for the appropriate legal agreements to enact the transfer.</p> <p>b) Members had been provided with some additional information on legal matters and grounds maintenance costs associated with the below land and revisited the in-principle decision for asset transfer and license agreements with WC:</p> <p>a. Lansdowne Close – Cllr Jones proposed that the Parish Council approve a land transfer and this was seconded by Cllr Williams. Following debate, the proposal was put to the vote with two in favour and four against. The proposal was not therefore resolved. Cllr Leigh proposed that the Parish Council decline the offer of a land transfer for this parcel of land and this was seconded by Cllr Dopheide and resolved (four in favour, two against).</p> <p>b. Boyers Triangle – Members discussed the option for a license agreement with WC for this parcel of land. It was proposed by Cllr Jones that the PC pursue such an agreement in order for the PC to manage and enhance the land. This was seconded by Cllr Williams and put to the vote with three in favour and three against. Given that a number of members were absent, the Chair declined to use her casting vote and it was agreed that the item would be referred to the February meeting for reconsideration.</p>
3320	<p>Grounds Maintenance 2025-26</p> <p>The Clerk reported that one tender response had been received for grounds maintenance in the parish for the 2025-26 season. The figures quoted had been beyond the current budget however, a tender process would now be run seeking prices from 4 other local companies and a full report made to the February PC meeting. The Clerk reported that she had considered whether any amendments were required to the draft budget for 2025-26 however, given the decision reached under agenda item 3319a) no additional allocations were felt to be required. It was agreed that the Clerk would liaise with the Football Club to ascertain their plans for use of the ground during the 2025 season.</p>
3321	<p>Budget and Precept 2025-26 (information previously circulated)</p> <p>a) Members reviewed the Council's Reserves as at December 2024 which were noted. Following debate, it was agreed to make the following adjustments (proposed Cllr Jones, seconded Cllr Leigh). The Clerk confirmed that the CIL Fund and NP Grant Fund were restricted and could not be adjusted.</p> <p>a. The Capital Project Funds for Older Children and Play Field Improvement would be amalgamated and renamed Capital Project Fund Open Spaces and Community Areas. The Fund level would be set at £35,000.</p>

	<p>b. The EMR for Green and Wellbeing would be increased to £6,110.34.</p> <p>b) Members reviewed the level of General Reserve as at December 2024 noting that it stood at the minimum level and agreeing to keep this under review during 2025-2026 (proposed Cllr Jones, seconded Cllr Leigh).</p> <p>c) Members considered the draft budget for 2025-2026 and resolved to set the revenue budget as circulated (proposed Cllr Jones, seconded Cllr Dopheide) with the capital allocations agreed as listed below; in so doing members had regard to the high level of current reserves and balanced this against the need to future proof the funding for parish projects (proposed Cllr Jones, seconded Cllr Williams):</p> <ol style="list-style-type: none"> Play equipment and containers £500 Leisure projects £1,300 Capital projects £1,000 Traffic projects £1,000 <p>d) Members set the Council's precept for 2025-26 in the amount of £35,640; representing an annual precept of £49.04 for a Band D property – an increase of £3.94 per annum (proposed Cllr Jones, seconded Cllr Leigh).</p>
3322	<p>Parish Council Projects and Updates (copy of current report previously circulated)</p> <p>Members noted the brought forward project list as circulated and following additional updates noted:</p> <ul style="list-style-type: none"> Members discussed the issue with parking at Petticoat Lane and agreed that it would be appropriate for the PC to seek residents' feedback before proceeding to request any works via Wiltshire Council. Cllr Jones would report this to LHFIG and ensure that the item remained on the agenda. The Clerk would prepare some appropriate wording for publication. Cllr Jones reported that the Highway Engineer had identified there were too many street lamps along Fairwood Road for any signage to be erected on poles. Roundels were therefore being considered and Cllr Jones would update members after the next LHFIG meeting. Members agreed that, following the decision to put on hold any consideration of providing adult gym equipment, to rename this item Community Areas. The Clerk reported that she had not had a response from WC regarding land ownership at the entrance to Black Dog Woods and she would therefore carry out a land registry search. Cllr Jones reported that a working group was meeting the following day to commence works on the Community Orchard. The timber for fencing and gates was due to be delivered and the trees and hedging had been ordered. Cllr Leigh reported that he put the previously approved drainage works on the playing field on hold whilst awaiting the tender submission from the contractor. It was agreed to await information on the plans for football on the field before ordering the works. There had been no report from the Tree Warden. Cllr Jones confirmed that he was attending the working group at the Orchard the following day. Members noted the circulated play area inspection report. Cllr Jones reported that the History Association signage was in progress and would be finalised with WC shortly. <p>Member reports were received as listed:</p>

	<p>Cllr Gibbs thanked members for the pre-approval of the Flower and Handicraft Show grant and reminded members that the next litter pick was scheduled for Saturday 15th February 2025.</p> <p>Cllr Dopheide asked when the SID would be placed on Tower Hill (December minutes refer). Cllr Jones confirmed that there had been an issue with obtaining the correct clips to allow for a safe installation however, it was still planned for a unit to be placed at the bottom of Tower Hill and this would be installed as soon as possible.</p>
3323	<p>Correspondence</p> <p>The Parish Clerk reported that correspondence had been received from Westbury Lions following the Father Christmas Float visit to the village in December. The Lions had reported that £713.22 had been raised and invited suggestions as to how this could be spent within Dilton Marsh. The Clerk would respond and it was agreed that the information would be publicised. The Clerk would prepare some appropriate wording.</p>
3324	<p>Meeting schedule</p> <p>Thursday 20th February 2025.</p>

There being no further business the meeting was closed at 9.00 pm.