

# Dilton Marsh Parish Council

**Clerk to the Council: Ms Nicola Duke**  
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Minutes of a meeting of the Parish Council held on  
**Thursday 17<sup>th</sup> April 2025** in the Memorial Hall, Dilton Marsh at 7.30 pm.

**Present:** Cllr Irving, Cllr Jones, Cllr Williams, Cllr Leigh, Cllr Morland, Cllr Collins and Cllr Howells.

**In attendance:** Nicola Duke (Parish Clerk) and Wiltshire Councillor Suzanne Wickham.

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: There were no members of the public present.

<b>3362</b>	<b>Apologies for absence</b> Cllr Dopheide due to a prior commitment, accepted. Cllr Ness due to a prior commitment, accepted. Cllr Gibbs due to family commitments, accepted.
<b>3363</b>	<b>Declarations of Interest and Dispensations to Participate</b> Cllr Jones declared an interest in the planning application relating to 35 Clay Close, as a neighbour to the property.
<b>3364</b>	<b>Minutes</b> The minutes of meetings of the Parish Council as listed were approved for accuracy and adopted: a) <b>20<sup>th</sup> March 2025</b> (proposed Cllr Jones, seconded Cllr Leigh). b) <b>3<sup>rd</sup> April 2025</b> (proposed Cllr Collins, seconded Cllr Leigh). c) <b>10<sup>th</sup> April 2025</b> (proposed Cllr Jones, seconded Cllr Collins).
<b>3365</b>	<b>Wiltshire Council Report</b> Wiltshire Councillor Suzanne Wickham reported the following: <ul style="list-style-type: none"><li>• Thanked the Parish Council for its welcome during her term of office as Wiltshire Councilor, highlighting the valuable work done by the Council and the large numbers of volunteers in the village.</li><li>• Referred to correspondence received from Cllr Jones regarding vulnerable adults in the parish and the plans for a Christmas Lunch to be arranged between Christmas and New Year. Cllr Wickham confirmed that the event would meet some of the priorities set by the Area Board and she would therefore forward on the information to the incoming Wiltshire Councillor for action post elections.</li><li>• The next Area Board meeting would take place on 11<sup>th</sup> June 2025.</li><li>• Confirmed with the Parish Council that there were seven members returning to their seats post-election and that the Council would advertise to co-opt for members to fill the remaining seats.</li><li>• At the close of Cllr Wickham's comments, the Parish Council thanked her for her dedication and support during her term of office and presented Cllr Wickham with a card and flowers in recognition of her service.</li></ul>

3366	<p><b>Planning applications and consultations</b></p> <p>a) Members resolved the Council's comments on applications received and not previously responded to as listed below:</p> <table><tr><td>PL/2025/03064</td><td>Apple Cottage, 32 Stormore, Dilton Marsh, Westbury, BA13 4BH</td><td>Proposed rear extension and front porch PC Comment – No Objection</td></tr><tr><td>PL/2025/03036</td><td>Honey Lane Farm, Honey Lane, Dilton Marsh, Westbury, BA13 3SP</td><td>Variation of condition 2 (approved plans) and removal of conditions 3 &amp; 4 on PL/2023/00206  PC Comment – Deferred to the May meeting, to enable the Parish Clerk to seek clarity from the Case Officer as to the impact of varying the conditions.</td></tr></table> <p>b) To agree the comments to be sent to Wiltshire Council in respect of any planning applications or appeals received after 11<sup>th</sup> April 2025 (if any):</p> <table><tr><td>PL/2025/03685</td><td>35 Clay Close, Dilton Marsh, Westbury, BA13 4DU</td><td>Proposed first floor extension  PC Comment – No Objection.</td></tr></table> <p>c) To note the below listed planning decisions: None.</p>	PL/2025/03064	Apple Cottage, 32 Stormore, Dilton Marsh, Westbury, BA13 4BH	Proposed rear extension and front porch PC Comment – No Objection	PL/2025/03036	Honey Lane Farm, Honey Lane, Dilton Marsh, Westbury, BA13 3SP	Variation of condition 2 (approved plans) and removal of conditions 3 & 4 on PL/2023/00206  PC Comment – Deferred to the May meeting, to enable the Parish Clerk to seek clarity from the Case Officer as to the impact of varying the conditions.	PL/2025/03685	35 Clay Close, Dilton Marsh, Westbury, BA13 4DU	Proposed first floor extension  PC Comment – No Objection.
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3367	<p><b>Neighbourhood Plan</b></p> <p>It was reported that the Plan was currently with the Independent Examiner. Cllr Morland expressed concern that neither Wiltshire Council nor the Parish Council had published the information which the Inspector had requested should be made available on their websites. The Parish Clerk would look into this. There was also a lack of clarity as to how the Parish Council had responded to requests from the Inspector for additional comments. It was agreed that the Neighbourhood Plan would be listed as an agenda item for the May meeting and representatives from the Steering Group would be invited to attend.</p>									
3368	<p><b>Finance</b></p> <p>a) Council payments due as below listed were approved (proposed Cllr Irving, seconded Cllr Jones).</p> <p>b) The Bank Reconciliation Statement 31 March 2025 had been circulated to members and was noted.</p> <p>c) The Consolidated Financial Position year ending 31.03.2025 had been circulated to members and was noted. Members also noted the level of General Reserve and resolved to consider any amendments required at the May meeting, post elections.</p>									

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3369	<p><b>Asset Transfers</b></p> <p>Members received an update on the issue of the POS Notices relating to the transfer of land at Penknapp from Wiltshire Council, with it being noted that a report was expected from WC the following week. Cllr Morland expressed concern regarding the delay in the decision and the resulting delay in planting. Cllr Jones confirmed that the delay had been the result of a complaint lodged with WC, and progression of the transfer of land had been out of both Wiltshire Council and the Parish Council's hands whilst the complaint was handled. The trees were being well cared for, in line with the advice of a horticulturalist, and would be planted as soon as it was appropriate to do so.</p>																																				
3370	<p><b>Highways and LHFIG</b></p> <p>Members received reports and updates including:</p> <ul style="list-style-type: none"><li>a) Information from WC Highways Engineer re: condition of the path from Clay Close to the railway bridge – Cllr Jones reported that the Highway Engineer had carried out a site visit and there was a limit to what could be done, given that the land with overgrown vegetation was not within WC ownership. The Highways Engineer had proposed a potential solution to create a proper pathway to cross Boyer's Green, which would require the installation of dropped kerbs at either end. It was noted that this was likely to require a substantive fund bid and take some time to progress. The idea would be listed for further consideration at the June PC meeting.</li><li>b) Cllr Jones reported that WC were waiting for receipt of the Council's contribution towards the installation of roundels at Fairwood Close. The Clerk would chase for an invoice. Cllr Jones also reported that the topographical survey had been concluded for the build out opposite Fairfield College, although the results had not yet been fully considered. It was also noted that the broken pipe on Boyer's Green had now been removed.</li><li>c) Cllr Jones went on to report that LHFIG had some unspent funds relating to 2024/25 and had agreed to offer each local council the opportunity to replace two street nameplates and install two dropped kerbs. This would be done at no cost to the Parish Council. It was agreed to request replacement signs for Atyeo Close and Shepherds Mead. A dropped kerb was agreed to be useful opposite the entrance to the playing field and Cllrs Jones and Williams would review locations for the second dropped kerb and inform the Clerk post meeting.</li><li>d) Members considered a request from Cllr Dopheide for installation of speed roundels and refresh of worn out coloured tarmac at the junction of Honey Lane and Tower Hill</li></ul>																																				

	Members approved the submission of the appropriate HIF to LHFIG (proposed Cllr Jones, seconded Cllr Williams). It was also agreed to ask whether the coloured tarmac could be reinstated in the colour originally intended (red).
<b>3371</b>	<p><b>Parish Council Projects and Updates</b> (copy of current report previously circulated)</p> <p>Members received and noted the brought forward project list and noted additional available updates and progress reports as listed:</p> <ul style="list-style-type: none"> <li>• Cllr Irving would chase for an update on the installation of the History Society sign.</li> <li>• Members noted the update regarding the Football Club and the email from them which had been circulated. It was noted that no decision had yet been made as to charging levels. The Clerk was asked to ascertain the Club's intention in respect of the mower and to advise them that a meeting would be arranged to discuss matters once the new Council had taken office.</li> <li>• Cllr Howells reported his ongoing concern regarding the speed of traffic using Tower Hill, which he would continue to monitor and report on.</li> </ul>
<b>3372</b>	<p><b>Correspondence</b></p> <p>Friends of Dilton School (FODS) re: Scarecrow Trail 2025 (previously circulated) – Members considered the request to use the green spaces in the village for the Scarecrow Trail (as in previous years) and this was granted.</p>
<b>3373</b>	<p><b>Meeting schedule</b></p> <p>Thursday 15<sup>th</sup> May 2025 – Annual Parish Meeting and Annual Council Meeting.</p>

There being no further business the meeting was closed at 8.25 pm.