

Dilton Marsh Parish Council

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Minutes of a meeting of the Parish Council held on
Thursday 17th July 2025 in the Memorial Hall, Dilton Marsh at 7.30 pm.

Present: Cllr Jones (Chair), Cllr Williams, Cllr Ness, Cllr Leigh, Cllr Dopheide.

In attendance: Nicola Duke (Parish Clerk), Wiltshire Councillor Mike Phillips.

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: None.

3403	Apologies for absence Cllr Gibbs had presented apologies for absence due to a prior commitment, accepted. Cllr Morland had presented apologies for absence although it was noted no reason for the absence had been presented. Members accepted the apology however, it was agreed that the Chair would write out to all members reminding them of their obligations when presenting apologies for absence.
3404	Declarations of Interest and Dispensations to Participate None.
3405	Minutes The minutes of a Parish Council Meeting held on 19th June 2025 were approved for accuracy and adopted (proposed Cllr Jones, seconded Cllr Dopheide).
3406	Co-option of Parish Councillors Following the Ordinary Election of May 2025, members considered the co-option of parish councillors to fill the vacant seats however, no expressions of interest had been received.
3407	Wiltshire Council Report Wiltshire Councillor Mike Phillips reported the following: <ul style="list-style-type: none">• Re-iterated his comments relating to fly tipping, which had been reported to the June meeting.• Reported that WC was carrying out the annual canvass of voters, only one return would be required per household.• Informed members that the charges for uncontested elections would be sent via invoice from WC in the coming weeks.• WC would be considering a motion from a member regarding a better way to enforce the HGV weight limits in the county's roads. Residents were encouraged to report incidents, with vehicle registration details if possible, so that a picture could be built up.• He had liaised with WC regarding an anonymous letter received reporting issues at land at Fairhaven. It was felt it might be helpful for the PC to write to WC, if they had a view on the issue.

3408	<p>Planning applications and consultations</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/2025/05073</td><td>Land West of Mane Way, Westbury</td><td><p>Outline planning application for residential development comprising up to 365 dwellings, including landscaping, drainage infrastructure, and public open space, with vehicular accesses to be provided via Mane Way. All matters reserved except for access.</p><p>PC Comment – Objection, on the grounds of the cumulative impact of the development when taken with other local developments on infrastructure, traffic generation and highway safety.</p></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 11th July 2025 (if any) – None.</p> <p>c) To note the below listed planning decisions: None at time of issue.</p>	PL/2025/05073	Land West of Mane Way, Westbury	<p>Outline planning application for residential development comprising up to 365 dwellings, including landscaping, drainage infrastructure, and public open space, with vehicular accesses to be provided via Mane Way. All matters reserved except for access.</p> <p>PC Comment – Objection, on the grounds of the cumulative impact of the development when taken with other local developments on infrastructure, traffic generation and highway safety.</p>
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3409	<p>Neighbourhood Plan</p> <p>It was noted that the Independent Examination had now concluded and WC had issued a decision notice confirming that the Referendum into the Plan would take place on 25th September 2025. It had been clarified with the planning consultant would undertake the remaining work on a pro bono basis.</p>			
3410	<p>Finance</p> <p>a) Council payments due as below listed were approved (proposed Cllr Ness, seconded Cllr Dopheide).</p> <p>b) Members noted the Bank Reconciliation Statement June 2025 (previously circulated).</p> <p>c) Members considered a request from the Memorial Hall for a grant of £120 in support of a holiday activity for children (information previously circulated). Following debate, it was resolved to award the grant (proposed Cllr Dopheide, seconded Cllr Ness).</p>			

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3411	<p>Parish Council Assets and Transfers</p> <p>a) Members had been provided with an update on the signature of transfer documents for land at Penknapp from Wiltshire Council (May and June minutes refer) and a report on the Land Registry Deed from Mr J S Ligo, which had been circulated to members. Following debate, it was resolved to accept the advice note, which it was agreed met the criteria of the associated resolution, and duly sign the Trust Deed (proposed Cllr Dopheide, seconded Cllr Williams).</p> <p>b) Members had received information as to the reinstatement costs for the War Memorial, which had been reported by the stonemason to be £150,000 and agree to add the memorial to the insurance cover at this level (Internal Audit Report 2024-25 and June minutes refer) (proposed Cllr Jones, seconded Cllr Dopheide). Confirmation of the additional premium due had not yet been received and would be referred to the September meeting. The Clerk was also asked to liaise with the stonemason to seek an opinion as to whether a full survey of the war memorial was required and/or appropriate at this time.</p>																																													
3412	<p>Governance and Policies</p> <p>a) Members considered for adoption the Civility and Respect Pledge (information previously circulated). Following debate, it was resolved to adopt and sign the Pledge (proposed Cllr Jones, seconded Cllr Williams).</p> <p>b) Members considered formalising the Council's voting arrangements (information circulated, June minutes refer). Following debate, it was resolved to proceed on a basis of members calling for a recorded vote as and when appropriate (proposed Cllr Jones, seconded Cllr Williams). This would be reviewed at the January 2026 PC meeting.</p>																																													
3413	<p>Highways and LHFIG</p> <p>The Chair reported that the next meeting was scheduled for 24th July 2025. Items relating to Dilton Marsh included the build out outside Fairfield College and consideration of a footpath across Boyer's Triangle. It was confirmed that the PC contribution rate for LHFIG projects was 30% of the total cost.</p>																																													

3414

Parish Council Projects and Updates (copy of current report previously circulated)

Members noted the brought forward project list as circulated and considered decisions required on the below items:

a) Playing Field containers:

- a. Members had received updates on remedial works carried out and additional works required;
- b. Members considered establishing a contract for hire/use of the containers and
- c. Considered potential cleaning and painting of the containers

Members noted that the Football Club had indicated there was some question over the ownership of the containers, these having originally been provided to the Club by way of grants. The Clerk would investigate this and report back. Given the works required to the containers plumbing, roof and floor it was felt that the facility was reaching the end of its 'life' and consideration would perhaps be given to replacing rather than refurbishing the unit. A full report on ownership and options would be presented to the September meeting, with members stating their commitment to providing the village with a usable, good quality facility at the field. Members also noted the draft contract for the hire of the container, which had been circulated. This would be developed further and reconsidered at the September meeting.

- b) Noticeboard at entrance to Black Dog Woods – Members noted the progress made on this item, with it being also noted that the preferred location for the noticeboard installation was on WC highway land. The Clerk reported that WC were checking the proposed site for any utility installations.
- c) Village trees – Members considered what action, if any, to take following the presentation made by Mr Frith at the June PC meeting and the Chair tabled a proposed plan for the planting of fruit trees at the playing field. It was noted that any planting would need to take into consideration the potential impact on the mowing regime. The Chair would arrange a site meeting with Mr Frith, the PC and the grounds maintenance contractor to take this forward.
- d) Defibrillators – Members considered whether to add the potential installation of a second village defibrillator at the Weavers to the Project List for progression. The Clerk was asked to investigate available options for grant funding and report back to the September PC meeting.
- e) Village Handyman – The Chair reported on a suggestion for the PC to work jointly with the Memorial Hall to appoint a handyman for village works. Members supported the idea, in principle, and the Chair would liaise with the Memorial Hall Committee to identify works they may wish have carried out. The Clerk would add the item to the project list.
- f) Football Club – Cllrs Jones and Dopheide provided a report following a meeting with the football club (scheduled for 6.45 pm Thursday 17th July 2025). The Chair reported that both parties were looking to establish a positive way of working together in the future, although the Club was concerned at dwindling membership numbers and there was a potential of a merge with a larger Club being needed.
- g) Improvements to footpath accessing playing field from Stormore – Members noted that the grounds maintenance contractor was developing options for the planned works. It was also noted that two residents had been in touch with the PC about any works and it was agreed that, once options were developed, Cllrs Jones, Williams and Ness would carry out a site visit to liaise and consult with them.

	<p><u>The following 'information only' reports were noted from Councillors:</u></p> <p>Cllr Leigh reported that he continued to work on the Emergency Plan documents.</p> <p>Cllr Jones reported that she had responded to a residents query as to the rationale behind the siting of the SID unit.</p>
3415	<p>Correspondence</p> <p>Party in the Park – re request to book playing field for 11th July 2026 (previously circulated). The Clerk was asked to obtain a booking form with more details of the event, for consideration at the September PC meeting.</p>
3416	<p>Meeting schedule</p> <p>Thursday 18th September 2025. It was noted that the Council would recess in August, unless urgent business dictated otherwise.</p>

There being no further business the meeting was closed at 9.15 pm.