

# 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 22<sup>nd</sup> January 2026** in the Memorial Hall, Dilton Marsh at 7.30 pm.

**Present:** Cllr Jones (Chair), Cllr Gibbs, Cllr Williams, Cllr Ness, Cllr Leigh, Cllr Dopheide and Cllr Morland (for part of the meeting).

**In attendance:** Nicola Duke (Parish Clerk), Wiltshire Councillor M Phillips and 3 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:

- The Head Teacher of Dilton Marsh Primary School, Mrs Jude Clements, thanked the Parish Council for its recent grant to Friends of Dilton School, which had supported the furnishing of the ELS room. Mrs Clements asked the PC if there was any location in which a banner promoting the school could be displayed. The Chair recommended that she contact the Memorial Hall, which might be able to assist. Mrs Clements then spoke in support of a request she had submitted via email (previously circulated) for the installation of an H-bar at School Lane at the dropped kerb, to try and mitigate the dangerous parking which took place at the school. The Chair confirmed that this would be considered by the PC during the LHFIFG agenda item and referenced recent works carried out at Chapmanslade Primary School, which had seen some success with the use of bollards and 'parking buddies'. It was thought that this might be worth exploring given the difficulties of raising awareness of, and enforcing parking restrictions on H bars.

<b>3456</b>	<b>Apologies for absence</b> None.
<b>3457</b>	<b>Declarations of Interest and Dispensations to Participate</b> Cllr Dopheide declared an interest in agenda item 3465b) as the individual suggesting the installation of bee hives at the Community Orchard was known to him.  Cllr Gibbs declared an interest in agenda item 3462d) as the Chair of the Flower and Handicraft Show.
<b>3458</b>	<b>Minutes</b> The minutes of a Parish Council Meeting held on <b>20<sup>th</sup> November 2025</b> were approved for accuracy and adopted (proposed Cllr Dopheide, seconded Cllr Ness).
<b>3459</b>	<b>Co-option of Parish Councillors</b> Following the Ordinary Election of May 2025, Members considered the co-option of parish councillors to fill the vacant seats. The Clerk reported that two initial expressions of interest had been received and information on the role of Councillor provided. One potential candidate was in attendance at the meeting and was welcomed.
<b>3460</b>	<b>Wiltshire Council Report</b> Wiltshire Councillor Mike Phillips reported the following: <ul style="list-style-type: none"><li>Two important votes had been taken at the Extraordinary Full Council meeting held on 7<sup>th</sup> January 2026; the proposals for both the disposal of the St Stephens car park in</li></ul>

Trowbridge (details on which had been previously reported) and for the levy of a 100% council tax premium on second homes in the county had been voted down.

- Changes to waste and recycling collections were reported; with the black bin potentially moving to a 3-weekly collection. This was still under discussion at WC and was not a popular proposal. Parish Councillors referenced the inevitable increase in fly tipping and health and safety issues should a reduction in service be applied.
- A decision on WC's budget would be taken at the end of February, with the budget being under pressure. Cllr Phillips referenced the funding cut which had been applied to the Link service (previously circulated) and the corresponding irony of blue badge permits becoming free of charge, with a loss of £40,000 in income. It was hoped that the plans to cut the Link funding could be overturned.
- In response to a query from Cllr Phillips the Chair confirmed that the PC had no particular concerns regarding the applications of land at Storridge Road and that nothing further had been heard regarding development at Petticoat Lane.

**3461 Planning applications and consultations**

a) Members resolved the Council's comments on applications received and not previously responded to as listed below:

<b>PL/2025/09457</b>	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.  PC Comment – No Objection.
<b>PL/2025/09894</b>	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)  PC Comment – No Objection.
<b>PL/2025/09940</b>	Cromer, 49 High Street, Dilton Marsh, Westbury, BA13 4DN	Proposed Demolition of Garage & Erection of Single Storey Rear Extension with alterations to decking  PC Comment – No Objection.

b) To agree the comments to be sent to Wiltshire Council in respect of any planning applications or appeals received after 16<sup>th</sup> January 2026 (if any) - None.

c) Members noted the below listed planning decision:

	PL/2025/07802	1 School Lane, Dilton Marsh, Westbury, BA13 4FE	External repair works <b>Approve with conditions</b>																																				
<b>3462</b>	<p><b>Finance</b></p> <p>a) Council expenditure – Members approved payments due as below listed, including those paid in December 2025 (list previously circulated) (proposed Cllr Dopheide, seconded Cllr Leigh).</p> <p>b) Members received and noted the Bank Reconciliation Statement (November and December), the Budget Report and the Consolidated Financial Position December 2025.</p> <p>c) The Clerk reported on the previously agreed switch of Council bank accounts (previous minutes refer), informing members that Cllr Dopheide was now established as a full signatory with Unity Bank and a switch date would now be set.</p> <p>d) Members considered a grant request from the Flower and Handicraft Show (previously circulated). The grant was awarded in the amount of £250 (proposed Cllr Jones, seconded Cllr Leigh).</p> <p>e) Members approved the adoption of the Annual Pay Award 2025-26 and the associated adjustments to the payroll (information previously circulated) (proposed Cllr Jones, seconded Cllr Ness).</p>																																						
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<b>3463</b>	<p><b>Parish Council Budget and Precept 2026-2027</b> (Reports previously circulated).</p> <p>a) Members reviewed the Council's Reserves, including the level of General Reserve as at December 2025, which were approved as listed (proposed Cllr Ness, seconded Cllr Williams):</p> <table> <tr> <td>Capital Project Fund Open Space/Community Areas</td> <td>33,480.51</td> </tr> <tr> <td>Capital Project Fund Leisure Projects</td> <td>2,500.00</td> </tr> <tr> <td>CRF Capital Replacement Fund Play Equipment</td> <td>13,142.40</td> </tr> </table>			Capital Project Fund Open Space/Community Areas	33,480.51	Capital Project Fund Leisure Projects	2,500.00	CRF Capital Replacement Fund Play Equipment	13,142.40																														
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<b>3464</b>	<p><b>Highways and LHFIG</b></p> <p>To receive any available reports and updates – Chair to report, including:</p> <p>a) Whitecroft Lane – The Chair reported that LHFIG had not met since the last PC meeting and two HIF items remained outstanding; Whitecroft and Tower Hill. Members agreed to submit a further HIF to WC relating to the request to install an H bar on School Lane (discussion during Open Forum refers). Further consideration of parking issues reported at Petticoat Lane would take place once information relating to proposed development had been received.</p> <p>b) Traffic Problem relating to Park Road and High Street Junction – Members considered a concern raised by a resident (previously circulated) and that the PC would provide information about considerate parking and how to report parking issues in the Church Magazine, the PC website and Facebook.</p> <p><i>At this point Cllr Morland left the meeting (8.15pm).</i></p>																				
<b>3465</b>	<p><b>Parish Council Projects and Updates</b> (copy of current report circulated)</p> <p>Members noted the brought forward project list as attached, note available updates and considered decisions required on the below items:</p> <p>a) Playing Field containers – The Chair and Cllr Leigh reported that they had visited the County Archive and had ascertained that the containers were within the ownership of the PC. The Football Club would be informed accordingly. Members discussed the future use of the containers and the potential refurbishments and replacements which might be required and, following debate, it was agreed to hold a site meeting on Saturday</p>																				

24<sup>th</sup> January at 10.00 am to examine the containers in detail. A plan would then be developed on future use and works required. The Chair reported on an approach from the junior team at Westbury Football Club and it was agreed that she and Cllr Dopheide would arrange to meet with them to discuss requirements.

- b) Bee hives, Community Orchard – Cllr Dopheide reported on an approach from a bee keeper for the installation of bee hives at the Orchard. Members noted the liabilities and risks which may come with granting such a permission and the Chair identified that land behind the Orchard within woodland towards Westbury may be a more appropriate location. Cllr Dopheide would liaise to arrange a site meeting. The Clerk would check with the insurance company as to whether there were any specific measures the PC would be required to take should the project proceed.
- c) Voting arrangements – Members reviewed how the PC recorded members vote (July minutes refer) and it was agreed to record any votes which were not cast.
- d) Installation of noticeboard at entrance to Black Dog Woods – The Clerk reported that WC ownership had now been accepted and the detail of the proposed noticeboard had been sent. WC were now checking underground utilities. WC had also reminded the PC that appropriate contractors must be used for works on the highway and this was noted.
- e) Clearwood Lay-by rubbish – Members considered a request for appropriate signage (email from resident previously circulated) and it was agreed not to install a sign, but to thank the resident for the work they had carried out and ask for any futures issues to be reported to the PC. The Clerk was asked to add Village Litter Picks to the agenda for the February meeting.
- f) Parish Steward jobs –Members considered how to carry out the tasks allocated to the Parish Steward following the cessation of PS visits to parishes in January and the lack of resource generally available from WC. The Chair reported that the Memorial Hall had contracted a self-employed individual for handyman jobs and asked the Council to consider the same for approx. half a day a month. This was discussed and members supported the idea in principle, with it being noted that, if it went ahead, the initiative would be run for one year and funded from the EMR Open Spaces. If it proved successful it would be added for revenue budgetary consideration in 2027-28. The Clerk would liaise with the Chair to prepare an appropriate advert to call for interested parties.
- g) Councillor/Other Reports:
  - a. Flood signs – Cllr Leigh had prepared a draft Flood Plan which would be presented to the February PC meeting. The Clerk was asked to obtain quotations for 2 flood signs and some gel sacs.
  - b. Community Orchard – the Chair reported that the rainwater harvesting system was installed with the wildlife cameras and monolith due for installation in early spring. Volunteers were still required.
  - c. Play area inspections – it was noted that the inspection related only to safety issues and members agreed to consider which items ought to be listed for replacement due to aesthetics at the site meeting which had been arranged for 24<sup>th</sup> January 2026. These would then be prioritized and sent to the Clerk for quotations to be obtained. *Post meeting note – Cllr Gibbs had visited the play area and reported her findings and recommendations to the PC. These would be listed for the February PC meeting for progression.*
  - d. Councillor Allowances – Cllr Leigh reported that he had researched the option of

	<p>paying a councillor allowance in order to encourage more residents to join the PC however, allowances were not payable to co-opted members. This would therefore be considered prior to the next Ordinary Election.</p> <p>e. Councillor Emails – Cllr Ness asked for an update on the resolution passed at the November meeting that email service would be via designated .gov email address only. The Clerk reported that one member had not responded. It was agreed the member would be invited to meet with the Clerk, Cllr Jones and Ness to see whether any assistance could be provided.</p> <p>f. Pollen Corridor – The Chair reported on the difficulties experienced by the volunteers with the practicalities of summer watering. It had been suggested that galvanized tanks be provided on site, with hard wire netting, appropriate planting and a side tap. It was expected that this would cost in the region of £400. The Clerk would add this to the February agenda for consideration.</p>
<b>3466</b>	<p><b>Correspondence</b></p> <p>a) Wiltshire Council re: Westbury LCWIP - Draft Interventions and Priority Routes (attached) – Noted, no comments.</p> <p>b) CPRE re: Best Kept Village Competition 2026 (previously circulated) – Due to the current number of vacant seats and the Parish Council not being fully constituted it was not felt there were the resources to enter the competition in 2026.</p> <p>c) Westbury Town Council re: Westbury bypass (previously circulated) – Noted. Members also noted the lack of firm plans, which made it difficult for the PC to establish its support. The Chair recommended that WTC be invited to approach the Memorial Hall for permission to display its information on the Hall.</p>
<b>3467</b>	<p><b>Meeting schedule</b> Thursday 19<sup>th</sup> February 2026.</p>

There being no further business the meeting was closed at 9.20 pm.