

Dilton Marsh Parish Council

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Minutes of a meeting of the Parish Council held on
Thursday 16th April 2026 in the Memorial Hall, Dilton Marsh at 7.30 pm.

Present: Cllr J Jones (Chair), Cllr Ness, Cllr Williams, Cllr Gibbs, Cllr Leigh, Cllr Dopheide, Cllr R Jones and Cllr Ghani.

In attendance: Nicola Duke (Parish Clerk) and 2 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:

- Organisers of the Party in the Park provided background and information on the event in support of the grant application to be considered under agenda item 3486d).

3481	Apologies for absence Cllr Morland was absent, no apology.
3482	Declarations of Interest and Dispensations to Participate Cllr Dopheide declared an interest in agenda item 3490b) as the owner of one of the properties qualifying for the scheme.
3483	Minutes The minutes of a Parish Council Meeting held on 19th March 2026 were approved for accuracy and adopted (proposed Cllr J Jones, seconded Cllr Gibbs).
3484	Wiltshire Council Report Wiltshire Councillor Mike Phillips had sent apologies for absence and provided a report, which had been circulated to members and is copied below: Wiltshire's local plan rejection by central government due to insufficient provision for housing sites means that the county must find sites for many more houses. This means that it's possible builders will be attracted to the county and that in all likelihood schemes would be approved. Consultation on new bin collection system; it's worth residents having their say via the online consultation pages on the Wiltshire Council website. Parking consultation: parking charges will increase and the charging period is going to be extended to 7am - 7pm including Sundays. There is a risk of significant increases in charging outside of Salisbury due to a deal with Salisbury city council to equalise parking charges in Salisbury with the remainder of the county.

<p>3485</p>	<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 border="1" data-bbox="313 317 1533 722"> <tr> <td data-bbox="313 317 626 722"> <p>PL/2026/01665</p> </td> <td data-bbox="626 317 1050 722"> <p>Rose Villa, 79 High Street, Dilton Marsh, Westbury, BA13 4DP</p> </td> <td data-bbox="1050 317 1533 722"> <p>Vary Condition 2 and 4 on PL/2024/10578 - Single-storey utility room addition, a two-storey eastern extension with living and dining rooms, a kitchen/breakfast room, a master bedroom with ensuite, and a single-storey kitchen extension. Additionally, a double garage will be constructed on the western edge of the property – No objection.</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 10th April 2026 (if any): None.</p> <p>c) To note any planning decisions: None.</p>	<p>PL/2026/01665</p>	<p>Rose Villa, 79 High Street, Dilton Marsh, Westbury, BA13 4DP</p>	<p>Vary Condition 2 and 4 on PL/2024/10578 - Single-storey utility room addition, a two-storey eastern extension with living and dining rooms, a kitchen/breakfast room, a master bedroom with ensuite, and a single-storey kitchen extension. Additionally, a double garage will be constructed on the western edge of the property – No objection.</p>																								
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<p>3486</p>	<p>Finance</p> <p>a) Council payments due as below listed for April 2026 were approved (proposed Cllr Dopheide, seconded Cllr R Jones).</p> <p>b) The Bank Reconciliation Statement March 2026 had been circulated to members and was noted.</p> <p>c) The Clerk reported that the previously agreed switch of Council bank accounts (previous minutes refer) had been requested and a switch date was expected shortly.</p> <p>d) Members received and considered a grant application from Party in the Park (previously circulated). Following debate, it was resolved to award a grant of £250 at this stage, given a) the requested grant was 50% of the PC’s annual budget and the new financial year had only just commenced and b) final information as to costs and arrangements was still awaited (proposed Cllr J Jones, seconded Cllr Dopheide). The applicant was invited to submit a further grant application when final costings were known. The Clerk would liaise with the organisers to obtain the information required for submission to the insurers.</p>																											
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3487	<p>Highways and LHFIG</p> <p>The Chair reported there was no current update from LHFIG.</p> <p>Members considered information circulated from Cllr Mike Phillips regarding Wiltshire Council's Highways Maintenance Programme, which provided an opportunity to nominate areas for Highway maintenance in the parish. It was agreed to request works to the following areas:</p> <ul style="list-style-type: none"> • Tower Hill to the Chalcot caravan storage units • Speed bumps along the High St (edges breaking up) • Exit of Shepherds Mead to the 30mph roundel on the B3098 • Marsh Road (from Clivey to the village sign on the B3098) • Fairwood Road (between Fairwood Lakes and the railway bridge) 									
3488	<p>Dilton Marsh Playing Field</p> <p>a) Members had received a report from the members who had expressed an interest in joining the Playing Field Working Group. The membership of the Working Group was confirmed as Cllrs Dopheide (lead member), Gibbs, Ness and R Jones (proposed Cllr J Jones, seconded Cllr Dopheide). Members discussed the previously circulated Communications Strategy for the Working Group, which was adopted (proposed Cllr Gibbs, seconded Cllr Ghani). It was noted that the group would now work on preparing Terms of Reference for the Council to consider at the next meeting. The following actions were also noted/agreed:</p> <ul style="list-style-type: none"> ○ The working group would meet weekly via Teams (Fridays at 3.00 pm for half an hour) ○ A finance and facilities plan would be developed for consideration at the May meeting together with proposals on bookings and charges for use of the facilities ○ The Clerk would liaise with Cllr Dopheide in respect of website use and access. It was noted that communications traffic relating to the playing field would be primarily directed to the website. ○ The Clerk would arrange for a designated email address to be set up (communityfield@diltonmarshparishcouncil.gov.uk). The email would be managed by the working group. ○ Residents would be invited to sign up for updates and information. No personal data would be collected; residents would just be asked to provide an email address via the website. ○ Additional methods of communication as suggested by members would be considered; noticeboard on container, comment box in The Hub, attendance at quarterly coffee mornings. <p>b) Members received and considered requests for football training at the playing fields. Members noted the proactive approach from Westbury Town FC, with the Chair confirming members of the team would be carrying out required repairs to the toilets free of charge. The Chair and Cllr Dopheide had met with both Westbury Town FC and Dilton Rovers and both teams had requested training nights. It was confirmed that the nights requested did not represent a clash and the requests were therefore approved. The requests to use the pitch for matches did clash and the teams would be invited to liaise</p>									

	<p>and present proposals as to how match bookings might be managed to the working group for consideration.</p> <p>c) The Clerk reported that she was in the process of obtaining quotes for works required to the play area. The Working Group would assess the current status and use of the mower.</p>
<p>3489</p>	<p>Parish Council Projects and Updates (copy of current report previously circulated) Members received and noted the brought forward project list as circulated, noted available updates and considered decisions required on the below items:</p> <ul style="list-style-type: none"> • Parish Council handyman jobs – Members considered the next steps for the potential appointment of a self-employed contractor (March minutes refer). Following debate, it was agreed that the Chair would draw up a list of potential work for consideration at the next PC meeting; this would enable members to identify an appropriate time commitment required from the contractor and the Clerk to identify the financial implications. The Clerk would liaise with Cllr Mike Phillips to obtain the most up to date information on the parish steward deployment arrangements. • Parish Council litter bins – The Clerk reported that she was in negotiations with Wiltshire Council for the adoption of the bin and was hopeful there would be a positive outcome. • Noticeboard, Memorial Hall – Members discussed arrangements for a refurbishment and agreed that the required works would be added to the list for potential handyman jobs. <p>Following review of the Project List the below listed actions were agreed:</p> <ul style="list-style-type: none"> • A copy of the Skills Matrix would be sent to the new members and information would then be collated. It was noted that one member had not completed the form and the Clerk was asked to send another copy. • Emergency Planning – one further recruitment drive for volunteers would be run via Facebook and the website. If no volunteers came forward the item would be considered for removal from the list. <p>Member provided the following updates:</p> <ul style="list-style-type: none"> • LEVI Project – Cllr Dopheide had contacted WC to ascertain the information from Dilton Marsh which had been gathered and sent to the contractor. No response to date. • Cllr Ghani had provided flowers for the orchard raised beds. • Cllr Leigh would clean the pillars at the Boyers Green triangle. • Cllr Gibbs had re-run a recruitment drive for the Litter Pick events; there had been one response for loan of equipment but nothing further. The village litter picks would therefore be put on hold for the time being. • Cllr Williams reported she had received complaints about high levels of dog fouling. Cllr Gibbs would re-run the dog waste campaign on Facebook and provide information on how residents could report issues to the Dog Warden. • Cllr R Jones reported on an increase in rubbish at the Quality Vans end of the village. It was noted that the PC had provided a bin in this location but it had been stolen very shortly after installation. Cllr R Jones undertook to carry out a litter pick in this location.
<p>3490</p>	<p>Correspondence</p>

	<p>a) Wiltshire Council re: Service Devolution and Asset Transfer Policy – Members agreed that given the lack of resources available and the risk of ‘double taxation’ the Parish Council would strongly resist any proposals for service devolution.</p> <p>b) Wiltshire Council re: Gigabit Broadband Voucher Scheme Now Open – Parish-Led Engagement – Cllr Dopheide spoke to the item, providing background and information. It was noted that, whilst this was a WC scheme, WC were relying on local councils to promulgate the information to residents. It was also noted that there was a lack of information as to how any shortfall between the voucher (£4,500 per household) and the cost of installing the service would be funded. Following discussion, it was agreed to promote the initiative through the usual channels. The deadline for signing up to the scheme was noted to be August 2026.</p>
3491	<p>Meeting schedule Thursday 21st May 2026:</p> <p>Annual Parish Meeting – 7.00 pm – It was agreed to publicise this meeting.</p> <p>Annual Council Meeting – 7.30 pm</p>
3492	<p>Confidential Information</p> <p>In view of the confidential nature of the business to be transacted at Agenda Item 3493 members resolved that the press and public be excluded from this part of the meeting (proposed Cllr, seconded Cllr). <i>Such a resolution was made in accordance with the Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2), which states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies."</i></p> <p>Reason for exclusion – Staffing Committee report.</p>
3493	<p>Staffing Committee</p> <p>Members were informed by Cllr Ness that the Staffing Committee was carrying out a pay award review. This had been arranged as there had been no review since 2022 and salary levels had been stagnant since then. A full report would be circulated once the figures requested from the payroll company had been received. It was confirmed that the review also contained recommendations for an annual appraisal and pay review.</p>

There being no further business the meeting was closed at 9.11 pm.