

Dilton Marsh Parish Council

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Minutes of a meeting of the Parish Council held on
Thursday 18th June 2026 at the Memorial Hall, Dilton Marsh at 7.30 pm.

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

In attendance: Nicola Duke (Parish Clerk), Wiltshire Councillor Mike Phillips and 1 member 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 resident spoke in respect of planning application **PL/2026/02365** 78 High Street.

3510	Apologies for absence None.
3511	Declarations of Interest and Dispensations to Participate None.
3512	Minutes of Council Meetings The minutes of the Annual Council Meeting held on 21st May 2026 were approved for accuracy and adopted (proposed Cllr Ness, seconded Cllr Gibbs).
3513	Wiltshire Council Report Wiltshire Councillor Mike Phillips reported the following: LHFIG Funding LHFIG funding remains unchanged. Wiltshire Local Plan The Wiltshire Council Local Plan has been withdrawn. The Council's working party is unlikely to produce a replacement before 2029. As the existing Core Policy is now considered out of date and less effective, combined with current central government housing policy, there is an expectation of significant housing growth (potentially around an 81% increase) before the end of the current government term. This is likely to make it easier for developers to secure planning permission. Planning Applications From the autumn, planning decisions will increasingly rest with planning officers. Applications will be triaged and reviewed, and only those receiving sufficient objections, in consultation with the Chair or another member of the Planning Committee, will be considered for "call-in" to the Committee. Most applications are therefore expected to be determined under delegated powers by officers. The Parish Council may need to develop a strategy for responding to planning applications under these new arrangements. Area Board Cllr J Jones had sent apologies to the last Area Board meeting. Councillor Phillips has now been appointed Chair. The Area Board will reduce its meetings from four to three per year in order to preserve officer time. Meetings will also be remodelled to become more community-focused, although it is expected to take some time for the new format to become established. Otherwise, arrangements remain unchanged.

	Bus Shelter Upgrades The Clerk confirmed an email had been received from Wiltshire Council regarding the bus shelter improvement programme. A meeting was held on 24 June, with an alternative date available in July. Parish Councils have the opportunity to identify shelters requiring upgrades, including repainting and other maintenance, and should notify Wiltshire Council accordingly. New Speed Limit Policy Wiltshire Council's new Speed Limit Policy has been approved by Cabinet and came into effect today. Members are encouraged to read the new policy, particularly the revised procedure for requesting speed limit changes, which has been simplified and should make applications easier to progress. Road Markings – B3099 A Dilton resident had reported that the 30 mph road markings on the B3099 approaching the village have faded. Wiltshire Council has confirmed that the work is on its maintenance list and is awaiting completion. Wiltshire Community Lottery The new Wiltshire Community Lottery has launched. Tickets cost £1 each, and purchasers can nominate a specific local organisation with a business bank account to benefit. Cllr J Jones suggested nominating the Memorial Hall. The lottery offers favourable odds while supporting local community organisations.
3514	Planning Applications and Decisions a) Members resolved the Council's comments on applications received and not previously responded to as listed below:

	PL/2026/03003	14 Stormore, Dilton Marsh, Westbury, BA13 4BH	First Floor Front and Rear Dormer with render external walls and slate roof – PC Comment – No Objection									
	PL/2026/02365	78 High Street, Dilton Marsh, Westbury, BA13 4DY	Erection of two storey rear extension – PC Comment – No Objection subject to provision of a completed bat survey.									
	PL/2026/02267	The Willows, 7B Stormore, Dilton Marsh, Westbury, BA13 4BH	Proposed timber shed in garden – PC Comment – Objection on the grounds of conflicting information within the application which states a 2.5 m ridge height with the drawings showing 3m.									
	b) To agree the comments to be sent to Wiltshire Council in respect of any planning applications or appeals received after 12th June 2026 (if any): None. c) Members noted the below listed planning decision:											
	PL/2026/01665	Rose Villa, 79 High Street, Dilton Marsh, Westbury, BA13 4DP	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 en-suite, and a single-storey kitchen extension. Additionally, a double garage will be constructed on the western edge of the property Approve with conditions									
3515	Finance a) Council expenditure due as below listed was approved (proposed Cllr Dopheide, seconded Cllr Williams). b) The Bank Reconciliation Statements April and May 2026 would be circulated to members post meeting, due to an issue with the new software. c) The list of Earmarked Reserves May 2026 would be circulated to members post meeting as per the above item. <table><tr><td>HMRC</td><td>PAYE/NI May 2026</td><td>322.76</td></tr><tr><td>Wiltshire Pension Fund</td><td>Pension contributions May 2026</td><td>259.80</td></tr><tr><td>Gooding Accounts</td><td>Payroll fee May 2026</td><td>20.00</td></tr></table>			HMRC	PAYE/NI May 2026	322.76	Wiltshire Pension Fund	Pension contributions May 2026	259.80	Gooding Accounts	Payroll fee May 2026	20.00
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3516	Parish Council Accounts Year Ending 31st March 2026 a) Members received and considered the Internal Audit Report, reviewed its findings and agreed the supporting action plan (proposed Cllr J Jones, seconded Cllr Williams). b) Members reviewed and confirmed the independence of the Internal Auditor and the effectiveness of the system of internal control (proposed Cllr J Jones, seconded Cllr Ness). c) Members prepared and approved Section 1: parts 2 and 3 (Annual Governance Statement 2025/26) of the AGAR (proposed Cllr Williams, seconded Cllr Ness). d) Members considered Section 2; parts 2 and 3 (Accounting Statements 2025/26) of the AGAR. e) Members approved, signed and dated Section 2; parts 2 and 3 (Accounting Statements 2025/26) (proposed Cllr Williams, seconded Cllr Dopheide). f) Members set the dates for the period of public inspection as 22nd June 2026 to 30th July 2026 (proposed Cllr Dopheide, seconded Cllr J Jones).																		
3517	Highways and LHF IG The Chair reported the following: Community Speed Watch A traffic survey has been completed on Tower Hill, and the results are awaited. If the survey findings are satisfactory, it should be possible to begin Community Speed Watch operations for vehicles travelling downhill. Whitecroft Traffic Survey A camera traffic survey has also been completed on Whitecroft. The results are awaited.																		
3518	Playing Field Working Group Members received a report from the Working Group (notes of meetings previously circulated, report also previously circulated) and considered the decisions required as listed in the report: <i>At this point Cllr Morland left the meeting (8.15pm).</i> Cllr Dopheide introduced and spoke to the report making the following points: • The meeting had been productive and good progress was being made • He had liaised with the organisers of the Party in the Park and the football teams regarding access and set up arrangements over the event weekend • Work was progressing on establishing an effective bookings system • Cllr R Jones continued his liaison with container suppliers • The group were awaiting confirmation from WC as to whether any further planning permissions would be required for the new container • Changes and improvements had been identified for the website however, these had been hampered by the unavailability of the website providers support desk																		

	• Liaison continued with Westbury FC about the support they had offered to provide; it now appeared that this support would be chargeable • Cllr Dopheide was liaising with the football teams to arrange the most efficient way to carry out the pitch line marking. The grounds contractor had confirmed he could line the pitch at £10.00 a time and this was agreed • The group was looking into the availability of grants to support the work at the field <u>Decisions needed from PC:</u> a) Is there any pre-existing work that is outstanding by the Parish Council for the residents along Alan Powell Lane - is it something we could ask Acer Tree surgeon to undertake, or otherwise accelerate? Members agreed that this work needed to be done and Cllr Dopheide would liaise with the Tree Surgeon to obtain a quotation. b) Approve the approach to the 'Next Steps' – the next steps were duly approved and the group thanked for their efforts. The next steps approved were as listed: • Co-ordinate return of mower from Leigh Park machinery, and sale of mower • Send container specification to suppliers for final quotes and timescales • Follow up on planning permission requirements • Instigate communication plan on Facebook pages and Dilton Marsh Parish Council website • Set up 3 way call with Dilton Rovers, Westbury Youth, and Ideal maintenance to agree line marking and cut schedules • Attend Coffee Morning at Dilton Memorial hall on 18th July for parishioners to come and hear about plans • Send out pre-notification letters to houses backing onto field to specifically inform them of the working group and to invite them to the Coffee morning • Agree proposal for shared costing / revenue with Dilton Memorial Hall for use of Hallmaster • Finalise booking policy • Start to produce charging policy (needs to be approved by Parish Council for finalisation) • Meet with Acer Tree surgeon to confirm scope of work, and get costing • Start to consider how best to strip out container that is to be removed, and how rubbish is to be removed • Produce advert for container sale
3519	Parish Council Projects and Updates Members considered decisions required on the below items: a) Handyman scheme – Members noted the circulated list of proposed tasks, further noting that the first 6 could be carried out by the Parish Steward. The Chair would liaise with her contact to obtain estimates for the other listed works. Members noted that there was no budget line for this proposal within the current financial year, although there were reserve lines which could be allocated if the initiative progressed. The longer term impact on the precept and the impact on resident's Council Tax was noted to be an important factor in determining whether to proceed. The matter was referred to the July PC meeting when the estimates and funding options could be considered; the Clerk would also run an estimate on the precept impact for 2027/28 and beyond. b) Dilton Marsh Halt – Members considered arranging an event to celebrate the 90th anniversary and agreed that this would be a worthwhile event. Cllr Gibbs would reach out to some local groups who might be willing to assist and consideration would be given

	to linking the event to themes for other village events, such as the Scarecrow Trail and the Flower and Handicraft Show. It was noted that the 90th anniversary would fall on 1st June 2027. Ideas so far included signage, themed crochet bunting, refreshments at the Hall and in the Orchard and a display of historical information. The project would be added to the Council's Project List so that it could be taken forward. c) Community Orchard – Members considered arrangements for an official opening and agreed to arrange an event on a Sunday afternoon prior to the start of the school holidays. The Chair would send round a list of available dates. d) Noticeboard – Members considered arrangements/options for refurbishment and agreed to add this to the list for the potential handyman. e) Website and email hosting – Members considered options for a change in providers noting the risk to business continuity presented by the lack of response from the current website and email provider. The Clerk reported that she had current quotes obtained for another parish council which could be referred to. It was agreed that Cllrs Dopheide and J Jones would approach local residents known to them who had expertise in such matters to seek advice and the Clerk would liaise with Westbury Town Council to obtain information on their arrangements. Members agreed that dealing with the migration of the emails and the website was urgent and resolved to allocate the sum of up to £2,300 from the Capital Project budget lines for 2026/27 to allow this project to progress as soon as possible (proposed Cllr Jones, seconded Cllr Dopheide). Expenditure would be incurred using the Clerk's delegated authority with liaison to the Chair and Vice-Chair. The Clerk would arrange a zoom meeting for those involved. f) Digital Wiltshire - Project Gigabit Voucher Scheme - Update June 2026 – Cllr Dopheide had circulated a report, which was noted. g) Party in the Park event July 2026 – Members noted that a second grant application was being prepared and the Clerk was authorised to use delegated authority to process this in time for the event (previous minutes refer) (proposed Cllr J Jones, seconded Cllr Williams). h) Councillor Reports: - Cllr R Jones reported that he was arranging to meet with the PCSO in his role as Police liaison member. He reported on overgrown trees at 2a High Street and along the High Street; this would be reported to myWilts. Information to residents on keeping their vegetation clear of pathways and roads would be included in the next newsletter. - Cllr Dopheide requested an update on the broken wheel at the play area. The Clerk would provide an update post meeting. - Cllr J Jones would liaise with the grounds contractor to obtain a price to cut the hedge along the boundary of the field.
3520	Correspondence The Chair reported that she had received correspondence from a resident regarding a planning application and the resident had attended the meeting (see record of Open Forum above).
3521	Date of next meeting Thursday 16th July 2026 – <i>Members noted that the Council would recess in August.</i>

3522	Confidential Information In view of the confidential nature of the business to be transacted at Agenda Item 3523 members resolved that the press and public be excluded from this part of the meeting (proposed Cllr J Jones, seconded Cllr Dopheide). <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> Reason for exclusion – Staffing Committee report.
3523	Staffing Committee Report Members considered a previously circulated report from the Staffing Committee. Following debate, the recommendation contained therein was resolved (proposed Cllr Ness, seconded Cllr J Jones).

There being no further business the meeting was closed at 9.13 pm.