



FULL COUNCIL MEETING
Memorial Hall, Oxford Street,
Aldbourne
1 April 2026 – 7.30 pm

To the Members of Aldbourne Parish Council:

You are hereby summoned to attend a meeting of Aldbourne Parish Council when it is proposed to transact the business on the agenda.

Apologies for absence should be advised to the Clerk prior to the meeting.

A G E N D A

In accordance with the Public Bodies (Admissions to Meetings) Act 1960, the Council may decide to exclude the public on the grounds of the confidential nature of the business to be transacted on any item within this agenda.

Item	Detail	Enc
204/26. Apologies	To note apologies for absence.	
205/26. Interests	To receive pecuniary or non-pecuniary declarations of interest for agenda items and consider any dispensations requested.	
206/26. Minutes	To consider the Minutes of the last Full Council meeting.	
207/26. Planning Committee	To adopt the Minutes of the last Planning Committee meeting.	
208/26. Outstanding Items	To report on the progress of outstanding items which do not require further decision.	✓
209/26. Accounts	To consider contractual & delegated payments and payments to be made and to approve two councillors to authorise payments.	✓
210/26. Clerks Report	To receive verbal report from the Clerk	
211/26. Public Session	To receive questions and requests from members of the public (see Note ¹)	
212/26. Signage	To consider request from the Friends of Aldbourne Band to submit a highways improvement request to LHF IG on their behalf for signage at village entrances to promote Aldbourne Band.	✓
213/26. Events	To consider request by Aldbourne Local Church Committee to hold a plant and cake stall by the pond on 16 May 2026.	✓
214/26. Grounds Maintenance	To consider request from ARFC for additional maintenance of Palmer's Field and the associated costs.	Cllr Traves

215/26. Equipment	To receive update on permanent loan of Council owned push mower and brush cutter and consider any other action required.	Cllr Elms	
216/26. Trees	To consider works to trees in Rectory Wood following arboricultural inspection.	Cllr Rayner	✓
217/26. Playing/Sports Areas	To receive verbal report on play area and football field inspections, including update on response from Sutcliffe in relation to the Orchard Mammoth beams.	Cllr Paterson & Cllr Trayes	
218/26. ACFA	To receive verbal update on the progress of Aldbourne-Creully Friendship Association and consider request to underwrite the purchase of some keepsakes to be sold to fund raise for the group.	Cllr Butler	✓
219/26. NDP	To consider commencing a review of the current Neighbourhood Development Plan due to the Wiltshire Council Local Plan 2020-2038 not being approved by the government inspectors.	Cllr Rust	
220/26. Public EV Chargers	To receive verbal report on the roll out by Wiltshire Council of public EV charge points.	Cllr Rust & Cllr Oswald	
221/26. Local Policing	To discuss local policing and consider action required.	Cllr Edmonds	
222/26. Clerks Hours	To consider payment to the Clerk for additional hours in 2025/2026.		✓
223/26. Councillor Reports	To note issues raised in relation to Parish Council business or village issues.		
224/26. Wiltshire Council	To receive verbal report from Aldbourne & Ramsbury ward councillor.		
225/26. Public Session	To receive questions and requests from members of the public (see Note ¹).		
226/26. Next Meeting	To confirm date of the next meeting.		✓

Signed: *K. Clay*

Proper Officer & Responsible Financial Officer of the Council
26 March 2026

Note¹ – Aldbourne Parish Council meetings are held in public, but they are not public meetings. Members of the public are very welcome to attend and a total of up to 10 (ten) minutes will be allowed at this meeting for questions to the Chairman. Outside the two public sessions allocated members of the public may only make further comment upon the invitation of the Chairman. If detailed background information is required, prior notice to the Clerk is advised. No decisions can be made on questions or issues raised during the public items. If the Council so wishes, these can be added to a future agenda for consideration.

Item 208/26 Outstanding Items

Items and any updates are for information only. Existing delegation allows for items be chased if required, but otherwise no decisions can be made on any items listed below.

NB: All items listed may not be discussed at each meeting.

Long term issues which are waiting action by Wiltshire Council.

Date logged	Issue
06/03/2020	Red crossing strip renewal by the Marlborough Road junction.
02/11/2022	Poor road surface on Castle Street.
10/01/2024	Resurfacing of Oxford Street – Cllr Sheppard confirmed at March 2026 meeting, that resurfacing will take place in 2026/2027.
03/04/2024	Damage to byway ALDB19 (Sheepwalk). [On the list for repair by Wiltshire Council, when funds and materials are available]

Ongoing issues, still to be actioned or updated and updates on issues from previous meetings.

Date logged	Issue	Update/further information
05/07/2023	20-mph Project on roads south of the B4192	Awaiting update at the April 2026 meeting.
09/07/2025	Further clearing of the grips on the Four Barrows bridleway.	Reported to Wiltshire Council and the neighbouring resident has also agreed to help.
10/09/2025	New benches - Goddards play area	Investigations ongoing into type and costs.
01/10/2025	Overhanging foliage on Southward Lane	Still awaiting a response/action from Wiltshire Council.
01/10/2025	Bench in Rectory Wood	Cllr Oswald is liaising with the owner about moving it to a better position.
01/10/2025	Toilet/Community Room roof	Works are ongoing.
07/01/2026	Proposed closure of Ramsbury Fire Station.	The public consultation remains open until 15 May 2026. All councillors and residents are encouraged to respond to the survey. There is an online public meeting on 15 April (details can be found in the link below). https://www.dwfire.org.uk/about-us/your-fire-and-rescue-service/proposed-station-closures/
04/03/2026	Parking in The Square	A request for additional parking bays and restrictions on long term parking has been sent to LHFIG.

Item 209/26 Accounts

FINANCIAL STATEMENT

Bank Account Balances as at 26/03/2026

	£
Current account	1,309.06
Deposit account	<u>82,802.25</u>
Total	<u>84,111.31</u>

Receipts	£
Category	Amount
VAT	1,989.10
	1,989.10

Payments	£	£
Category	Net Total	VAT
Bank services fee	4.25	0.00
Office costs	96.92	3.78
Pond	5.18	0.00
Speed Indicator Devices	5.88	1.18
Staff/contract costs (inc payments to HMRC)	917.16	0.00
Toilets/community room	68.75	3.08
Training/conferences	35.00	7.00
Website	300.00	60.00
	1,433.14	75.04

Mrs K Clay
 Responsible Financial Officer
 26.03.26

212/26 Friends of Aldbourne Band Request

All Highway Improvement Requests must be sent to the relevant parish or town council for approval prior to being submitted to LHFIG. It is also beneficial to have the support of the borough councillor. The details of the request from the Friends of Aldbourne Band is below. If the Paish Council approves this request, it can be sent onto LHFIG for consideration. Details from the form are below.

“The Friends of Aldbourne Band, Registered Charity No 1144039, propose to fix to the village entrance signs additional signs in similar style identifying the village as the “Home of Aldbourne Band Nationally Elite Brass Band” or possibly “Home of Aldbourne Band West of England Champions 2025”.

Many communities in Wiltshire have such signs which call attention to a significant fact which distinguishes their district. Following this precedent, we should like to do this for Aldbourne, as the recent successes of the Band have drawn attention to Aldbourne and are a current cause for community pride.

The Friends of Aldbourne Band would be prepared to fund this project as it falls within our remit to support the promotion of the Band and bring their activities to the notice of their home community and others.

The sign would be affixed to the pre-existing sign posts to complete the project.”

213/26 Events

Aldbourne Parish Council - Events on Council Land Policy

Application to hold an event on land owned or under the responsibility of the Aldbourn Parish Council

Organisation Details

Organisation/Group Name	Aldbourn LCC (i.e. Local Church Committee of St Michael's Church)
Contact Name	██████████
Contact Email	██████████
Contact Telephone No	██████████

Dates & Times

Date	Saturday 16 th May 2026
Start time	10 am
Duration	2 hours
Set up start time	9am
Breakdown end time	1pm
Set up date & time (if different from event date)	N/A
Breakdown date & time (if different from event date)	N/A

Details

Location	Grassed area between the Pond and the Square
Description of Event	Cake/produce/ plant sale, in aid of Aldbourn Youth Council
Type of Event (see item 3)	Charity event/fundraiser
Please give the details of the event. e.g. Whether there will stalls, marquees, food vans, sound systems, lighting, stages, toilet facilities, etc. NB: The Council may request a site plan for the event.	The Aldbourn Youth Council is St Michael's "Partner Charity" for 2026-27. As in previous years, we plan to hold this sale on their behalf. It will involve a maximum of three small gazebos (or equivalent), erected on the grassed area by the pond, with tables for the plants and produce. There will be no sound system, lighting, stages, food vans or toilet facilities.

Submission

I confirm that the organisation/group applying for this event have read and understood the policy for use of land under the ownership or responsibility of Aldbourn Parish Council and agree to abide by the requirements for event approval and provide any paperwork, plans or other information that is requested by Aldbourn Parish Council.

Form completed by (name)	██████████ ██████████
Date	23 rd March 2026

216/26 Trees in Rectory Wood

The report from Certhia on the two trees in Rectory Wood which were raised by the neighbouring property as of concern is below. The resident has been provided with a copy of this report and Cllr Rayner has spoken with them about it.

RE: Boundary Trees, Rectory Wood.

I refer to my recent meeting with Jonathan Rayner to look at two trees on the southern edge of the footpath link around Rectory Wood.

In general the only obligation a tree owner has is to maintain their trees in reasonably safe condition and to prevent them from causing foreseeable harm. There is no requirement to maintain them at a certain size. There is no right for others to light, views or television reception - amongst other issues in relation to trees.

Where reasonably possible, I am sure that the Parish Council will be 'good neighbours' and manage their trees appropriately.

Wild Cherry. This is a relatively young tree that grows close to the corner of a garage. As Aldbourne is on chalk sub-strata there can be no issue of indirect damage (subsidence) occurring and the tree is too far away to be considered able to cause direct damage. It is encroaching on the roof of the garage with small diameter branches now touching and with the potential to cause damage to the fabric. An extended limb grows out to the north and over the garage. Small branches are beginning to obstruct the path.

Several young Field Maples are growing up out of the narrow shrub bed. These have the ability to grow fast and become relatively large quickly. They are very close to the garage.

Recommendations:

Wild Cherry: Remove extended northern limb back to main stem, lift and reduce away from the fabric of the garage to give 2.0m clearance.

Remove **Field Maple** saplings.

Field Maple. A typical tree with the normal form for species. The tree has been reduced on the northern side to provide clearance to the adjacent house. There is no arboricultural need to carry out any works to this tree at present. The tree is beginning to distort the fence adjacent. However, it is unclear whose fence that is and therefore what remedy is required. It would seem disproportionate to remove a perfectly healthy tree to repair a fence where other options exist: e.g. repositioning the fence; or creating a break in the fence in proximity to the tree, and replacing with flexible netting to maintain continuity.

I understand that concern has been raised over the physical size of the tree and shade to the property to the south. This tree is normal for species and has now reached an age where growth and development has slowed. Whilst it will continue to grow this will not be the fast development of a younger tree.

Shade and potentially leaf drop would not be alleviated by any reduction of the tree. A reduction will alter the growth regulating hormones between the roots and crown (terminal buds) that maintain order in branch development. If terminal buds are removed that order descends into chaos and as a result rapid, uncontrolled growth erupts from dormant or adventitious buds throughout the crown.

This results in a dense twig and branch structure as the tree tries to replace everything that has been removed. Minor reductions can leave enough appropriate buds on the remaining structure to delay and control that response. Harder pruning inevitably removes that balance, and the response growth will occur. This results in a dense ball of leave and twigs that can actually increase shade and certainly does nothing to manage any leaf issues.

The orientation of the tree to the north of the property in Farm Lane means that most shade will be cast away from the area to the north of the tree. With the sun to the south light levels will not be changed in this case. Therefore removing the top of the tree would not help anyone. Furthermore, it would be detrimental to the tree and leave a tree that the Council would have to re-manage cyclically for some time to come.

If the Council is minded to do anything to this tree then crown lifting i.e. the removal of selected lower branches would help. This allows light, if that was an issue, to penetrate under the canopy and into a localised area close to the tree. Removal of the top may change direct light levels at a distance but will do nothing for areas closer to the tree. The removal of the lower, inevitably wider spreading branches will reduce the perceived size of the tree as well as some direct impact.

Recommendations: Lift by removal of lower branches back to main stem where under 75mm diameter or by removal of secondary and lower order branches from larger framework stems and branches to give a clearance of 4.0m above ground level on all aspects.

Both trees fall inside the Conservation Area of Aldbourne and are covered by the Tree Preservation Order, E/306, Rear garden of The Old Manor, that now encompasses Rectory Wood and Turnpike. As such the removal of any living part of the tree requires an application and approval under the Tree Preservation Order.



Whilst a neighbour has a common law right to remove overhanging branches without consent from the tree owner, consent is still required under the TPO legislation.

The Local Planning Authority will only grant consent for reasonable works where there is either a demonstrable need to maintain health or safety, defensible long term management goals and to alleviate unreasonable areas of conflict. At all times applications will be set against the health and impact on the tree.

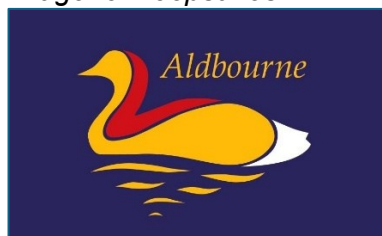
Lifting would be a relatively minor operation that would, in my opinion, be acceptable to the LPA. Reducing the height of the tree, by anything other than by a relatively small amount would not be.

218/26 Funding Request

The Aldbourne-Creully Friendship Association would like to purchase some ‘keepsakes’ to be sold in venues across the village. The purpose of this is to raise funds to allow the group to become independent of the Parish Council. The group is currently a Council Steering Group until July 2026.

Currently baseball caps, fridge magnets and pin badges are being considered. They would have the image below on the left on them. This image forms part of the groups logo (on the right) and is based on the one used by Aldbourne Band (with their permission).

Image for keepsakes



Group logo



The steering group would like to ask the Council to underwrite the funds required to purchase these items. The speed at which the funds can be paid back would be dependent upon how quickly the items are sold. The final costs are still being investigated, but it anticipated the total would be no more than £1,500.

Notes from the Clerk

There is no budget to underwrite the funds, so it would need to come from General Reserves. The aim is for the group to repay the full amount, but as it is an underwritten amount, there is always the possibility of no or only partial repayment.

All payments for items would be made from the Parish Council accounts (VAT cannot be reclaimed as the funds are to be repaid). All payments for the sale of items would be paid into the Parish Council accounts. Any surplus would be paid to ACFA once they were set up as independent of the Council with their own bank account. Until that time, a record of all funds in and out will be kept ensuring an accurate accounting record is held.

222/26 Clerks Hours

As reported last month, the Clerk has gone over their hours for 2025/2026. As previously agreed by the Council, any significant increase of hours on the year must be considered by the Council for additional payment. The yearly total hours is 520 and the current additional hours at the time of sending this agenda is circ. 19 hours. The final total will be known on 1 April and will be advised at the meeting. Any payment would be made at the Clerks 2025/2026 hourly rate.

226/26 Next Meeting

Reminder - Annual Parish Assembly on Wednesday 29 April at 7.30 pm in the Memorial Hall

Next Full Council meeting – Annual Parish Meeting on Wednesday 6 May at 7.30 pm in the Memorial Hall.