



FULL COUNCIL MEETING
Memorial Hall, Oxford Street,
Aldbourn
1 July 2026 – 7.30 pm

To the Members of Aldbourn Parish Council:

You are hereby summoned to attend a meeting of Aldbourn 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
58/26. Apologies	To note apologies for absence.	
59/26. Interests	To receive pecuniary or non-pecuniary declarations of interest for agenda items and consider any dispensations requested.	
60/26. Minutes	To consider the Minutes of the last Full Council meeting.	
61/26. Planning Committee	To adopt the Minutes of the last Planning Committee meeting.	
62/26. Outstanding Items	To report on the progress of outstanding items which do not require further decision.	✓
63/26. Accounts	To consider contractual & delegated payments and payments to be made and to approve two councillors to authorise payments.	✓
64/26. Clerks report	To receive verbal report from the Clerk.	
65/26. Internal Audit	To consider engaging Working the Greener Way as the internal auditor for a 3-year period from the 2026/27 year.	✓
66/26. Public Session	To receive questions and requests from members of the public (see Note ¹).	
67/26. Palmer's Field	To consider a further extension to clauses 33.1(d) and 23.2 of the lease with ARC for Palmer's Field.	Cllr Lawler
68/26. Future Housing Development	To consider priorities & preferences for proposed future development at Windley Ridge and consider whether to approve a policy for any site brought forward in the future within the Aldbourn parish.	Cllr Rust ✓

69/26. Pre-Planning Application Meetings	a) To consider request for a pre-planning application meeting in connection with Windley Ridge (housing proposal). b) To consider request for a pre-planning application meeting in connection with Little Acre Farm, Stock Lane (commercial proposal).	Cllr Rust	
70/26. Future Capital Projects	To receive suggestions from members for the use of £18,000 reserve set aside for capital projects and to consider which potential projects should be moved forward.	Cllr Rayner	
71/26. Orchard Mammoth	To reconsider decision to remove the Orchard Mammoth unit in the Goddards Play Area, following new information received in relation to the cost of refurbishing the unit.	Cllr Paterson	✓
72/26. Flood Prevention	a) To consider corresponding with business transporting waste materials through the village. b) To consider expenditure for a road sweeping contractor to regularly clean known problem areas.	Cllr Warren	✓
73/26. Winterbourne	To discuss management of excessive weeds growing in the winterbourne following discharge from the ATAC over the winter.		
74/26. Toilet Cleaner	To consider recruitment of cleaner for the public toilets and remuneration amount.		✓
75/26. Councillor Reports	To note reports from councillors in relation to Parish Council business or village.		
76/26. Wiltshire Council	To receive verbal report from Aldbourne & Ramsbury ward councillor.		
77/26. Public Session	To receive questions and requests from members of the public (see Note ¹).		
78/26. Delegation	To consider delegation of Council functions during the summer recess		✓
79/26. Co-option	To consider co-option of one councillor.		
80/26. Next Meeting	To note date of the next meeting.		✓

Signed: *K. Clay*

Proper Officer & Responsible Financial Officer of the Council
25 June 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 62/26 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.
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.	The Traffic Regulation Order for the variation of the speed limits on all the roads within this scheme was sealed on 3 June 2026.
10/01/2024	Resurfacing of Oxford Street.	These works are being undertaken in mid July 2026.
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. This will not commence until the building works nearby are completed.
10/09/2025	New benches - Goddards play area	Investigations ongoing into type and costs.
01/10/2025	Overhanging foliage on Southward Lane.	Chased again with Wiltshire Council highways and cc'd Cllr Sheppard 21 April 2026.
01/10/2025	Bench in Rectory Wood.	Cllr Oswald continues to liaise with the owner about moving the bench to an alternate location.
04/03/2026	Parking in The Square.	A survey to find out what could be achieved was agreed at the May LHFIG meeting. There is no timeline for when this will be undertaken, but hopefully before the September LHFIG meeting.
06/05/2026	Bus stop electronic sign	The bus team at Wiltshire Council have confirmed that this has been added to the list of bus stop enhancements and will be reviewed and considered in accordance with the Bus Service Improvement Plan. There is no timeline for how long the process will take.
03/06/2026	CCTV	Investigations ongoing into purchasing and running a CCTV system.

Aldbourn Parish Council – Supporting papers

03/06/2026	Neighbourhood Development Plan	Costs and time involved in an update are being sought. It is hoped to have an update for the September meeting.
03/06/2026	Community-Led Housing	Investigations into setting up a community land trust and forming a committee are ongoing. An article will be posted in the next Dabchick.

Item 63/26 Accounts

FINANCIAL STATEMENT

Bank Account Balances as at 25/06/2026

	£
Current account	3,126.93
Deposit account	73,408.60
95-Day Notice	<u>20,062.00</u>
Total	<u>96,597.53</u>

Receipts	£
Category	Amount
Wayleave	11.58
	11.58

Payments	£	£
Category	Net Total	VAT
Bank services fee	4.25	0.00
Office costs	138.00	12.00
Pond	31.72	0.00
Staff/contract costs (inc all deductions)	1,567.47	0.00
Toilets/community room	347.22	7.08
Website	30.00	6.00
	2,118.66	25.08

Mrs K Clay
Responsible Financial Officer
25.06.26

65/26 Internal Audit

Officers Recommendation: To engage Working the Greener Way to undertake the Council's internal audits for the next three financial years (2026-2029).

67/26 Palmer's Field

An extension beyond July 2026 will be requested. A report from ARC with a full update on where they are in terms of building facilities is awaited and will be sent to councillors as soon as it is received.

68/26 Future Housing Development

The list below has been developed with Windley Ridge in mind. However, it could be extended into a policy for any potential future development across the Aldbourn parish.

Type of housing

Village has many large properties, two recently built 4 bedroom properties have still not sold. What the village arguably needs is smaller properties (2-3 bed) for younger families, and properties for older people to downsize into. Also some bungalows.

Density

2 car parks each. Good garden spaces to help blur the boundary with the landscape

Affordable housing

Preference for Rural Shared Ownership

Flood Risk, drainage, drains

TBA

Pedestrian Access

Pedestrian access to village centre should be possible from development site – We have a shortage of parking in the village centre and at the school, so would want it to be practical and safe for occupiers to walk to village centre and school

Road Safety

Visibility of site entrance can be an issue on sites at village boundaries – many roads into the village have an issue with cars approaching at speed. So, there are safety considerations. Windley ridge site would have implications for trees to improve visibility, possibly could be mitigated by matched planting

Accessibility

References in applications to access to bus stops should take account of pedestrian routes, as-birds-fly routes in the countryside may not work for walkers.

71/26 Orchard Mammoth

Information & Documents

Councillors Adams and Paterson have looked into ordering replacement wooden beams and fixings from Sutcliffe Play (the original suppliers of the Mammoth unit) to refurbish the unit, rather than remove it.

The quote comes to £6,991 + vat (though there may not be a requirement to obtain all the parts quoted for). Councillor Adams anticipates the cost of installing the beams to be between 2-3K. This could be undertaken by his own team or volunteers.

COST

Up to £10,000 + VAT

Comments from the Clerk

At the 6 May 2026 meeting, the Council approved a budget of up to £1,725 to remove the unit. As the information in regard to the replacement costs is new information, the decision made in May can be revisited without the need for eight councillors to request that it is reconsidered. If the Council wishes to move forward with replacing the beams, a resolution to reverse the original decision will be required (which can be part of the same resolution).

Two other quotes for replacement of the beams have also been sought. One has been received; £14,920 (+VAT) for the purchase and install of all the beams.

The original purchase price in 2014 (including installation) was £14,854 (The total install costs were £19,240 which included removal of the old unit and installation of the safety surface).

2026-2027 Reserves

Maintenance & replacement - £12,000

Recreational development - £10,870

Or the Council could consider the use some of the capital projects budget being discussed at item 70/26. Or a combination of budgets.

There is no reason that the Council cannot use Cllr Adams firm or volunteers to install the unit but must satisfy themselves that the work will be installed to the correct standard (including any reinstatement of safety surfaces and the ground underneath the unit), that all insurance is in place and that should any issues arise after install, these could be addressed.

Expenditure for disposal of the existing beams and site safety fencing should be also considered. It is recommended that an independent post install inspection is undertaken, too (which will be a further cost).

All orders for parts will need to be placed by the Clerk on behalf of the Council.

72/26 Flood Prevention

a) Letter

Information

To discuss the possibility of the Clerk sending a written request to the operator of the tractors and trailers that transport waste from the racing stables on Baydon Hill down Oxford St and on through the village. This is to request that operators ensure that the waste, which is a mixture of manure and straw, is fully contained within the trailer before traversing Oxford St, and that there is no excess hanging from the sides, top or rear of the trailer that could become detached and fall on to the road surface and/or pavement.

It is noted that the trailers do not appear to have covers, and that this may be a possible enforcement measure to discuss. I have photo's showing the level of the waste in the trailer to be above the level of the sides and spilling out. It can also be seen falling off the outside of the trailers where it has settled when spilled while loading.

The request would also ask that the tractor drivers please keep speeds to appropriate levels when going both up and down Oxford St so as not to further damage this already pot-holed area, and to not compromise the new road surface and fresh tarmac when laid in July.

This is an ongoing issue year round, and results in the unsightly mess of the straw and manure mixture lining both sides of Oxford St at times, where the most build-up is seen, as well as around The Square and South St. The Oxford St road drain system carries a substantial flow of rain water runoff that starts up by the stables and empties into the bourne at Goddards Lane. This flow is often seen to be brown in colour from the presence of animal waste. The congealed waste regularly blocks the grids on road gullies on Oxford St, preventing rainwater runoff flowing into the gullies and diverting heavy flow into the gutters and onto the pavement.

There is one particular gulley on Oxford St that requires clearing after any significant rainfall in order to prevent it being blocked and the flow running on past the houses down the hill. Last year I placed two traffic cones there in an attempt to prevent vehicles parking over it and so blocking access for cleaning. I have been monitoring and clearing this and other gullies closely over the last two years, but my patience is now wearing thin knowing that the situation is entirely preventable.

Flow over gulley on Oxford Street – Feb 2025 & Blocked Gulley – June 2025



Comments from the Clerk

The Council can write to the landowners to express concern and ask for action but has no statutory powers to enforce compliance. Having discussed this with Wiltshire Council highways in the past, they confirmed that this would be considered an unsecured load and thus a police matter (if the Council wished to take it that far).

b) Road Sweeper

Information

To consider investigating the possibility of hiring a road sweeping contractor to regularly sweep the known problem areas in the village as a beneficial way to spend surplus funds.

Wiltshire Council very rarely sweep the gutters in the village, and then often not in problem areas with the result that rotted leaves and other debris builds up and hardens resulting in an unsightly mess along roadsides and often compromising surface water flow into road gullies. This is especially noticeable in autumn and into winter.

Costs

Waiting to receive estimates and quotes from two companies. It is hoped to have some idea of costing by the PC meeting July 1st.

Comments from the Clerk

Road sweeping is a statutory duty of Wiltshire Council. Only Section 137 of the LGA 1972 could be used for any such expenditure. The current amount is £11.60 per elector (£16,646 for the 2026/27 year). Using S137 means the Council does need to ensure that spending any amount under this power would bring a direct benefit to the areas being swept or wider areas (such as preventing property flooding).

The Council would need to ensure that anyone contracted holds a waste carrier license and relevant insurance and confirm with highways that they had no objections. Depending on the total value, three quotes may need to be sought. The surplus funds (being discussed at item 70/26) were agreed to be spent on capital projects. Road sweeping is classed as an operating cost.

74/26 Toilet Cleaner

Officers Recommendation: That the Clerk, in consultation with the Chairman and Cllr Rust, reviews the current payment with a view to a small increase being considered and drafts a vacancy notice (based on previous versions) for publication ASAP.

78/26 Delegation

Officers Recommendation: That the Council gives delegated authority to the Clerk over the summer recess, in consultation with the Chairman and Vice Chairman, for all Parish Council functions where delegation does not already exist.

79/26 Co-option

The closure date for applications is Monday 29 June. At this current time, no applications for the vacancy have been received.

80/26 Next Meeting

Next Full Council meeting – Wednesday 9 September at 7.30 pm **in the Methodist Hall.**