



PARISH COUNCIL MINUTES
WEDNESDAY 9 SEPTEMBER 2026
Methodist Hall, Lottage Road,
Aldbourne
7.30 pm

Members Present:

Councillors: P. Lawler (Chairman), S. Muirhead (Vice Chairman)
M. Adams, A. Edmonds, C. Elms, R. Oswald, J. Paterson,
R. Warren, M Britton (from item 82/26)

Officers Present: Mrs K Clay, Parish Clerk/RFO

In attendance: 9 members of public
Cllr J Sheppard (Aldbourne & Ramsbury Ward)

81/26 Apologies

Apologies noted from Councillors: J. Aplin, V. Butler, R. Lester, J. Rayner, C. Rust,
P Traves

102/26 Co-option (Taken out of order)

One candidate had stood for the one vacancy available.

The Council **RESOLVED** unanimously to co-opt Mr Matthew Britton to Aldbourne Parish Council.

Mr Britton signed his Declaration of Acceptance of Office and joined the remainder of the meeting.

82/26 Interests

Cllr Paterson item 92/26 - Non pecuniary interest as an Aldbourne Scout Group leader.

83/26 Minutes of the last meeting

The Council **RESOLVED** unanimously to approve and sign the Minutes from the last meeting held on Wednesday 1 July 2026 as a true and accurate record.

84/26 Planning Committee Minutes

The Council **RESOLVED** unanimously to adopt the Planning Committee Minutes from the meeting held on Wednesday 1 July & 29 July 2026.

85/26 Outstanding Items Review

- a) (10/01/2024) Resurfacing of Oxford Street - The gulley repairs due to take place from W/C 7 September were delayed because another job overran. They have been rearranged for W/C 28 September, with the resurfacing to be undertaken during the October half term.
- b) (01/10/2025) Bench in Rectory Wood – This is to be moved to the Goddards play area, which will mean there will no longer be a requirement for a further new bench in this location.
- c) Vehicle use of public rights of way (PRoW) - Proof of the right to drive vehicles on a PRoW has been provided. The residents were thanked for their assistance with the enquiry.

- d) (01/07/2026) Market Cross - The stonemason has confirmed that the scratches will wear away. Cllr Rust published an article in the August Dabchick about the history of the cross and recent vandalism.
 - e) (01/07/2026) Verge and hedge cutting - The verge along the B4192 and the sports field hedge have both been cut.
 - f) (01/07/2026) Pre-planning meetings - Meetings were held with the developers for Windley Ridge and Little Acre Farm. Both were well received, and full applications for both sites are now awaited.
 - g) (01/07/2026) Farm waste being dropped on roads - A letter was sent to local farmers asking them to ensure that loads were secure so that they did not drop debris as they passed through the village. No responses were received.
 - h) (01/07/2026) Unclear road closure & diversion route details – Information on the Causeway One Network roadworks and mapping website have been published.
 - i) (01/07/2026) Lottage Road verge cut – This section at the far end should be cut during the scheduled verge cuts. If it is not, the parish steward will be asked to undertake the cutting.
 - j) (01/07/2026) – Overhanging plants over the Lottage Road raised path – Some of the worst sections have been cut back, but further work is required. The parish steward will be asked to undertake this on his next visit.
 - k) (01/07/2026) Ragwort and Plum tree – Both issues were raised with Carbon Neutral for them to action.
 - l) (01/07/2026) Picnic bench – A letter was sent to The Crown requesting that their bench was not moved to the pond area. No response was received.
 - m) (01/07/2026) Local Policing – An in-person meeting was held with Inspector Lemon following the last meeting. It was a positive meeting, and he took on board the issues raised, but cited the continued problems of lack of funding/personnel affecting their responses to policing in Aldbourn.
- Cllr Lawler and Cllr Edmonds visited the officers in the mobile police unit earlier this week to raise concerns about drug dealing and the devastating effect it is having on some youngsters in the village. Sadly, the same comments in relation to funding/personnel were given for the lack of action, rather than any positive information or advice being offered.
- Cllr Lawler has discussed the issue with the head teacher at St Michael's School, and they confirmed that they were aware of the issue and had raised it with the police. They confirmed that there was no evidence of drug use within the school. Both the school and the Council will continue to share information. Frustration remains at the lack of intervention from the police. The Council will continue to petition the police for action.
- Cllr Sheppard advised he would raise the issue with the Police & Crime Commissioner.

86/26 Accounts

Proposed/Seconded: Cllr Muirhead/Cllr Elms

The Council **RESOLVED** unanimously to approve the financial statement as presented by the Clerk. Due to only one signatory being in attendance and the availability of the others not being unknown, any two of the current signatories will be asked to undertake the authorisation to ensure prompt payment.

A copy of the financial report is attached as Appendix A.

87/26 Clerk's Report

- a) The first finance quarterly check has been undertaken by Cllr Muirhead, and the records were confirmed as correct.
- b) There will be a digital trial of the Annual Governance and Accountability Return (AGAR) for 2026/27 before being fully rolled out for 2027/28. Whilst called 'digital' there are still some manual processes, such as printing for signatures. There are also some small-scale changes to the SAPP proper practice guide in relation to recording staff costs and confirming a correctly trained internal auditor has been appointed.
- c) An electrical installation condition report (EICR) is being arranged for the toilets and community room.
- d) There is some Knotweed growing adjacent to the Four Barrows track. It has been raised with local landowners and reported to Wiltshire Council.

88/26 External Audit

The Council **RESOLVED** unanimously to receive the External Auditor's Report and Certificate from PKF Littlejohn for 2025-26 and to note that no issues of concern had been raised.

89/26 Policies

a) & b) The Council **RESOLVED** unanimously to update the Complaints Policy and Investment Policy and adopt the Subject Access Request Policy, as presented.

A copy of the updated/new policies will be added to the website.

90/26 Public Session

There were no questions or comment from the members of the public present.

91/26 Events

Proposed/Seconded: Cllr Edmonds/Cllr Elms

a) & b) The Council **RESOLVED** unanimously to approve the use of the village green by Aldbourne Youth Council to hold a Community Market on Sunday 27 September 2026. Where required, stall holders may drive onto and park on the grass, subject to the ground conditions being suitable, and to approve the use of the pond area by Ramsbury & Aldbourne Art Group to hold a fundraising stall on Saturday 12 and Saturday 19 September 2026.

92/26 Donation

Proposed/Seconded: Cllr Edmonds/Cllr Adams

To donate £200.

Amendment Proposed/Seconded: Cllr Elms/Cllr Warren

To donate £100

The Council **RESOLVED** three in favour and one against, with five abstentions, to donate £100 to Ms H Gardner towards her fund raising to attend the 2027 World Scout Jamboree in Poland. The donation will be made to the Wiltshire Scout Council under LGA 1972, s137.

93/26 Orchard Mammoth

The net cost for the replacement beams is £5,507.11 (inc delivery). The estimated ETA is early November. There will be further expenditure for fixings and installation within the agreed £10,000 budget.

94/26 20-mph Project

a) The scheme is due to be completed by the end of September 2026. An inspection of the works will be undertaken by LHFIG prior to sign off.

b) The Council discussed using the SIDs to monitor speeds, and reviewing issues previously raised during pre-scheme surveys to determine if they had improved. LHFIG will also be asked what measures they would take to monitor whether the scheme has been a success. Monitoring will be undertaken towards the end of 2026/early 2027.

95/26 Highway Encroachment

The Council **RESOLVED** unanimously to undertake a combination of speaking directly to residents and sending the standard letter provided by Wiltshire Council, where foliage is overhanging the highway or footpaths. The method to be used will be dependent upon previous actions at any location.

96/26 ACFA

Proposed/Seconded: Cllr Muirhead/Cllr Elms

The Council **RESOLVED** unanimously that the Aldbourne-Creully Friendship Association will remain a Parish Council steering group until at least September 2027. The group will be subject to the Parish Council's Standing Orders and Financial Regulations.

Delegation is given to allow the group to make decisions on any matter in relation to the friendship between Aldbourne & Creully which does not involve expenditure. Any action which requires expenditure (for funds not already approved) will require approval by the Parish Council. At least one parish councillor must be a member of the group.

Cllr Lawler advised he had stepped down from the group. Cllr Butler remains a member with the Parish Clerk continuing to undertake the admin.

97/26 Wiltshire Council Local Plan

The Council **RESOLVED** unanimously to delegate authority to the Parish Clerk, following consultation with all councillors by email, to submit a response on behalf of the Council to the Wiltshire Council Local Plan Scoping Consultation before the closure date of 30 September 2026. Any response made will be recorded at the October meeting.

98/26 Toilet Cleaner

There were three applicants and the Council voted on the two who are Aldbourne residents.

The Council **RESOLVED** three in favour (including the Chairman's casting vote), with seven abstentions, that the contract for the cleaning of the public toilets is awarded to Mrs L Duck.

99/26 Councillor Reports

- a) The balance beam in Goddards is showing signs of rot. It will continue to be monitored and a replacement investigated.
- b) The lines have now been painted for the basketball hoop.
- c) A bolt was removed from Whitley Field.
- d) Concern raised about vehicles parking outside Toad Hall on the opposite side of the road from other vehicles, which creates a bottleneck. During recent closures of the M4 traffic flow through the village was brought to a standstill due to this parking. Various possible solutions were discussed. Any proposals will need to be brought to a future meeting for consideration of a request being submitted to LHFIG.

- e) A reminder to keep a look out for hare coursers. They operate during daylight hours as well as at night. Any suspicious incidences should be reported to the police via 999.
- f) Thames Water has requested funding to work to resolve the groundwater infiltration problems in Aldbourne. Aldbourne is one of the two priority areas listed for action to resolve this issue out of the 60 requiring works.

100/26 Wiltshire Council

Cllr Sheppard advised that there will be a session on local policing at the area board meeting in November. He urged the Council to attend to raise the issues in Aldbourne. A recent no confidence vote in the current leader of Wiltshire Council failed by a small margin. There is a by-election for Salisbury Midford coming up, which may swing the balance of power on the Council.

There is one drain left along Lottage Road to be cleared. Highways are confident that the repairs to the drainage which have been undertaken will help alleviate any future flooding.

Wiltshire Council has increased the budget for ongoing drainage maintenance in the county from £60,000 to £1,500,000.

There have been several comments from consultees within Wiltshire Council to the Lottage Farm Reserved Matters application. The comment from Drainage is a "Holding objection: Further information required". The developer must provide all information requested in relation to drainage and other areas before further consideration of the application can be made.

101/26 Public Session

- The pointless pedestrian barrier on the footpath leading from Claridge Close to South Street was raised.
- Damage to the railings beside South Street, just before Ford Farm, was raised.
- Several comments in relation to the 20-mph scheme.
- Comment in relation to the donation considered at this meeting.
- An update on ARC's progress on their planning application was provided.

102/26 Co-Option

Taken out of order after item 81/26

103/26 Next Meeting

Confirmed as Wednesday 7 October @ 7.30 pm in the Memorial Hall.

The meeting concluded at 9.09 pm

Signature of the Chairman: _____ Date: 7 October 2026



FINANCIAL STATEMENT

Bank Account Balances as at 03/09/2026

	£
Current account	2,381.96
Deposit account	70,745.31
95-Day Notice	20,156.21
Total	93,283.48

Receipts

	£
Category	Amount
CIL	2,276.05
Feast Tolls	120.00
Palmer's Field rent	1.00
VAT 126	1,377.94
	3,774.99

Payments

	£	£
Category	Net Total	VAT
Bank services fee	4.67	0.00
External audit	315.00	63.00
Grounds maintenance	160.00	32.00
Office costs	30.58	3.33
Pond	71.79	0.00
Staff/contract costs (inc all deductions)	748.80	0.00
Toilets/community room	452.84	9.51
Training	30.00	6.00
Venue hire	56.26	0.00
	1,869.94	113.84

Mrs K Clay
Responsible Financial Officer
09.09.2026