

UPTON SCUDAMORE PARISH COUNCIL

Minutes of the Meeting of Upton Scudamore Parish Council Held at St Mary's Church on Tuesday 4th February 2025 at 7:00 p.m.

Present: Councillors

Lesley Welch (Chair), Malcolm Pryor (Vice Chair), Chris Allinson, Jane Faulkner and Steve Foot.

In attendance: Nikki Spreadbury-Clews (Parish Clerk), Rebecca Hathaway-White (new Clerk), Bill Parks (Unitary Councillor) and twelve members of the public.

Public Participation

Cllr Welch welcomed Rebecca to the meeting. Cllr Welch then addressed the meeting regarding Temple Farm children's home, the Parish Council and Cllr Parks had tried very hard for the residents regarding the planning application, holding extra meetings and attending the planning committee meeting, where it was subsequently approved and it is now out of the Parish Councils powers. Any future complaints should be made direct to the home so they can address them, they will have to keep a log of complaints and how they addressed them, this will form part of their OFSTED conditions. Email contacts are s.choules@ndcsltd.co.uk or c.bates@ndcsltd.co.uk If the matter is of a police nature and in process call 999, if non urgent call 101 or log online via 101, all will be recorded.

Three members of the public raised the following regarding the children's home: -

What is our conduit for local authority to listen, can't see they are registered with OFSTED, safeguarding of vulnerable residents within the village, police have attended frequently both day and night, who places the children at the home, conditions of planning - what's the complaints process.

Cllr Parks advised residents to contact WC Cabinet Member for Children's Services, Education, and Skills, Cllr Laura Mayes laura.mayes@wiltshire.gov.uk for matters relating to the running of the home (please note this is a correction from that said at the meeting).

Separately a couple of residents raised concerns about how dangerous it is to walk around the village, parked cars, vehicles speeding, including groups of cyclists, resident asked if signage could be installed such as 'children' etc. **Action** - Clerk to place on next meeting agenda.

Cllr Welch advised the matter of parking had been discussed before, the last instance was March 2024, there are no parking restrictions and it was felt residents, especially those who have no drives, would not want them. The Parish Council had arranged for the mobile police van to visit on 2 October in the car park of the pub, for residents to discuss any issues, apart from the councillors one resident attended. Should residents have concerns over dangerous parking they should call the police.

Eleven members of the public left the meeting.

Meeting commenced at 7:29pm.

Clerk advised she would no longer be recording in the minutes the way councillors vote. The good Councillor Guide 2024 states "*The way each councillor votes is not recorded in the minutes because all decisions are corporate, but a councillor can ask for a named (or recorded) vote. It is best not to do this often, as it goes against the spirit of collective decision making*".

24/95 Acceptance of apologies for absence. Resolved: None

24/96 Minutes. The minutes of the Council meeting held on 5th November 2024 were approved

as a true record and signed by the Chair.

24/97 Dispensations and Declarations of interest. Resolved: None

24/98 Exclusion of the press and public Standing Order #3d Resolved: Appointment of incoming Clerk and final payments of outgoing Clerk.

24/99 Consultations on planning applications.

(Please note: in planning matters the Parish Council acts as consultee of the Principal Authority, the Principal Authority being the deciding Body)

The following was responded ‘No comment – no meeting held’

Application Ref PL/2024/10894 - Full Planning Permission

Address: Thoulstone Park, Thoulstone, Chapmanslade, BA13 4AQ

Proposal: Creation of a natural burial area within a small section of the meadow for natural burials and cremated remains interments, with a commitment to preserving the rural aesthetics and natural environment. Graves will be unmarked and recorded through GPS and ground measurement.

Application Link: [Planning Application: PL/2024/10894](#)

24/100 Council noted –The Inquiry is set to resume on 10 February for appeal lodged against non-determination of planning application ref PL/2021/09013.

Address: Land West of Westbury Road, Land West of Westbury Road, Warminster.

Proposal: Erection of up to 205 no. dwellings, community hub, public open space, access, infrastructure and associated works, with all other matters reserved.

Application Link: [Planning Application: PL/2021/09013 \(wiltshire.gov.uk\)](#)

24/101 Council noted the application for a new premises licence by Heartwood Events Ltd, Thoulstone Park, Chapmanslade was granted subject to conditions.

24/102 Accounts for Payment LGA 1972 s150 (5) It was resolved to ratify and authorise the payments listed, authorising the Clerk to make all the payments via Online Banking.

PCC Upton Scudamore	£127.50
Employment costs (December)	£328.38
Employment costs (January)	£226.08
Employment costs (February)	£226.08
Wiltshire Council	£625.00

24/103 Approval and signing-off of Parish Accounts for months ending 31st January 2025.

As previously circulated, along with year to date spend against budget to 31 January 2025. The clerk reported Bank balances as at 31 January 2025: -

Current account	£238.84
Savings account	<u>£3,469.86</u>
	£3,708.70

It was resolved to approve the accounts. The Clerk and Chair signed the accounts.

24/104 Bank Account. It was resolved to remove the outgoing clerk Nikki Spreadbury-Clews from the bank account and add the incoming clerk Rebecca Hathaway-White as an admin user. Online payments to be input by the clerk with dual control authorisation by two bank signatories.

24/105 Parish Steward – Cllr Foot reported the Parish Steward had cleared moss from pavement

at Biss Close and railway bridge, filled potholes on half mile straight (police are aware of the burnt-out car and has been reported to WC for collection), various branches and mud cleared from recent storms. Broken litter bin on the triangle has been reported as has the recurring bags of bottles by the bus shelters.

Residents are reminded to report matters on MyWilts either via the app or online [MyWilts online reporting - Wiltshire Council](#)

24/106 Annual Inspection of Assets. Council noted the report from Cllr Pryor where no actions are required. Two yearly professional inspection of Parish Council trees due August 2025.

24/107 Community Resilience Plan annual review. Some minor adjustments, it was felt the residents of the village work together in an emergency and therefore no need to fully complete.

24/108 It was resolved not to enter the CPRE Wiltshire Best Kept Village Competition 2025 as previously forwarded.

24/109 Items outstanding and updates from previous meetings: -

- i) Dropped kerbs (LHFIG ref 17-23-22)** – Works completed, with an additional dropped kerb installed due to one kerb in wrong location, invoice paid.
- ii) Church hire and fees.** As per March 2024 Council minutes the clerk had enquired and chased the church as to what would happen if a meeting was for 1 hour and part of an hour and do the church have a hiring policy and if so, could the Council have sight of it. **Await update** after Church's February meeting.
- iii) Finger post directional sign and village name signs.** WC advise they are currently working through Statutory safety signs. Once these have been completed, they will be able to look at the lower priority signs.
- iv) HGV signage (LHFIG ref 17-23-19)**– LHFIG have moved to priority list for action and re-cost scheme, LHFIG agreed to contribute £1000.
- v) Raised road gullies** – WC advise contractor to complete as soon as possible.
- vi) Other updates** – Give way sign replaced.

24/110 Annual Parish Meeting of the Electorate.

This is not a Council meeting; it is a meeting of the parish electors taking place between 1 March and 1 June. Electors can contribute to the agenda and in practice often celebrate local activities and debate current issues in the community. The Chairman of the Council, any two councillors or six members of the public can call the Annual Parish Meeting.

It was resolved to hold the meeting on Tuesday 6th May at 7.00pm, prior to the Annual Council meeting. The format will be to invite all residents to come along, hear the Parish Council report for the year and any future plans, as well as invited representatives from USCA, PCC, Choir and Tai Chi group to give reports of their activities. Residents will have the opportunity to speak on matters which affect them.

24/111 Meeting dates for municipal year 2025/2026. It was resolved the meetings will continue first Tuesday quarterly, therefore 6th May, 5th August, 4th November in 2025 and 3rd February 2026. Separate Extra Ordinary/Planning meetings will take place as and when required: The Clerk will issue a separate summons to Councillors, which will be displayed on the Parish Notice Board and village website.

24/112 Correspondence. None.

24/113 Partnership meetings to consider attending: -

- i) Wiltshire Council Planning Forum for Town and Parish Councils – 5 March – 18:00-20:00.**
- ii) Warminster Area Board – 13 March -7:00pm – Warminster Library.**
- iii) LHFIG – 11 June – 10:00am – online – Cllr Pryor to attend.**

***In view of the confidential nature of the business about to be transacted,
it was advised in the public interest that the public and press be temporarily excluded
and they are instructed to withdraw.
8.00pm One member of the public and Cllr Parks left the meeting.***

24/114 Appointment of replacement Clerk and outgoing Clerk’s payment of annual leave. Noted in confidential minutes.

24/115 Date of next meeting.

Noted: Annual Parish Meeting of the Electorate Tuesday 6th May 2025 at 7.00pm, followed the annual meeting of the Parish Council at 7:30pm, subject to proposed local election results, at St Mary’s Church.

The meeting closed at 8:09pm

Approved by the Council as a true record.

Signed

Dated

The minutes of this meeting will be available to all members of the public from the village website <http://uptonscudamore.org.uk> or by contacting the Parish Clerk.