

MINAL PARISH COUNCIL

Minutes of the Parish Council Meeting Held on 14 July 2025 At 6.45pm in the Village Hall

Draft for approval on 8 September 2025

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| 1. Present:
Anna Whitehead, Chair
Brian Devonshire, Vice Deputy Chair
Rob Bailey, Vice Deputy Chair
Guy Gagen
Lesley Rowe
Lucy Kirkpatrick | Apologies Accepted from:
Adam Kebble
Kim-Marie Cleasby, County Councillor

In Attendance
Sue Hine, Clerk/RFO
Huw Thomas |
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Declarations of Interest for Matters being discussed: None.

- 2. Minutes of the meeting held on 12 May 2025**
The Minutes were approved and were signed.
- 3. Matters Arising –** These had been circulated and an updated Action sheet accompanies these minutes. The main actions have been transferred to Agenda items.
- 4. Questions from Members of the Public:**
None.
- 5. Planning Application**
PL/2025/05200 Glebelands Bungalow Proposed side extension and addition of first floor to existing bungalow.
Huw Thomas updated Councillors on their planning application. He said that they have removed a side window in response to a neighbour's concern. The clerk noted that there were no objections on the Wiltshire Council planning portal. Chair Anna Whitehead praised the use of cladding to match other properties in the village. Councillors voted no objection to the application and Huw decided to stay for the meeting.

PL/2025/05752 Pennings T1 Apple tree - Fell. T2 Hawthorn - Fell. (Conservation Area). It was noted that there have been works to many trees on this property. The trees are in the way of the approved extension plans and are not of particular note. Councillors had no objection.
Action: Clerk to complete Wiltshire Council Planning portal
- 6. Church Hedge Cutting**
Chris Sheldon has carried out the first cut of the church hedges. Another will be planned for later in the year. Brian Devonshire commented that it was a good job. Chris had contacted the clerk to report that the box was becoming more affected by box blight and his recommendation was regular spraying with fungicide – preferably

every 2 weeks. He had made sure to remove all cuttings quickly to as the fungus can spread through cuttings. Guy Gagen asked the clerk to check that CS had BASIS registration British Agrochemical Standard Inspection Scheme. Councillors discussed advising the church of the issue and presenting them with costs with a view to 50:50 cost split. Chris advised that an alternative is to plant with an alternative hedging plant.

Action: Clerk to obtain quote and advise Church

7. Playground Repairs

The Clerk had investigated several options for replacing the logs. Specific playground logs can be purchased from various suppliers in different shapes for £600 each. They come cross hatched and often have branch shape which is different to what we have currently. A new playground company had quoted £7,300 to replace them. The Clerk had asked Smiths of Axford and Honey Street to supply local logs and Councillors had accepted the quote of £300 from Honey Street. The logs have been fitted by Guy Gagen and his sons. The Clerk thanked Guy for his family's help. The Clerk will now speak to Sutcliffe and Vitaplay to find a new playground inspector.

Action: Clerk

8. Footpaths and Bridleways

Lesley Rowe is having difficulty contacting Stephen Leonard regarding cutting the Poulton meadow path. She will ask for Kim-Marie Cleasby's help. Councillors thanked Jon Whitehead for cutting the bracken path leading into Savernake at the top of Coombe Farm. Lucy Kirkpatrick and Guy Gagen discussed the path leading from Thicketts road down to the main road. This land is owned by Aster housing and is their responsibility to cut. Although Councillors have attempted this in the past it is now more difficult because the wire fencing is bulging in places and catches on machinery. The clerk will contact Aster Housing to cut the path. Huw Thomas noted that the house next to the path has recently been sold by Aster Housing. It was in a very poor state and needs total renovation.

Action: Clerk to write to Aster Housing

9. Emergency Plan Readiness

Dead Tree on Lloyd Land potential for falling on C6

AW will write to the Lloyds to advise that it is their responsibility to attend to this tree to avoid liability should it fall on the road.

Potential for flooding on High Street after dry summer

The Clerk noted that we are in the same situation as 2021 when Phoebe Wickham suffered flooding due a very dry spell and then heavy rain pouring off the fields into the valley after and along the High Street. Since then Mark Mutch has carried out work to improve the gullies on his land but due to the camber of the road PW's house is at risk. The PC have advised that there is funding to fit a flood gate to her door and Lesley Rowe will meet with her to give gel sacs.

10. Financial Statements and Expenditure Against Budget

The Clerk has sent to the Certificate of Exemption to the auditors.

Financial Statements and Expenditure against Budget were approved by Councillors and were signed by GG who checked the balances on the Lloyds app. The Clerk advised that Chris Sheldon's invoice had been paid since production of the statement and this was noted. The designated funds fixed term matures in August and the Clerk

will look for another term and merge the 32 day notice account with this as it has proved difficult to manage.

11. Wiltshire Council and Police Updates

The Clerk updated Councillors with Wiltshire Council's recent work. A new fly tipping and abandoned vehicles strategy is being worked on. An abandoned vehicle was left in a carpark owned by Ramsbury parish council. Volunteers are being sought for Air Quality monitors across the country as part of their Environment plan. Wiltshire Council have provided a poster with a QR code for Household Support fund 7 and the clerk has put this on the village noticeboard. The Clerk circulates this information to the church and AW suggested advising Milly Carmichael. **Action: Clerk.**

A regular quarterly police report is being produced with dates for local surgeries. Two crimes for Mildenhall are reported but no details are given.

12. LHFIG Update

Lucy Kirkpatrick reported that the topo survey locations for trial trenches have been decided but as yet not dug. Lack of resourcing for LHFIG means that our scheme will likely roll over to next year or the year after that.

13. Area Board/Rapid Action Pathway

Brian Devonshire was still attending meetings where appropriate. LR reported that the person who set up the Flooding Rapid Action Pathway has now left Wiltshire Council and there had not been any further meetings. She will continue to monitor.

14. Any Other Business

The Clerk has been in correspondence with a lady in Devizes regarding some historical information on the website. Although the correct version of Norman Spires' history was on the village website a google search still brought up the old version. The clerk has now removed this from the site gallery and this should solve the problem.

Brian Devonshire asked if Chris Webb was still happy providing the burials liaison service for the PC and the Clerk will check this. **Action: Clerk**

Meeting closed at 8.10 pm

Dates of Next Meetings

Monday 8 September, Monday 10 November 2025