



MINUTES OF SHERSTON PC MEETING HELD ON THURSDAY 12th March 2026 @ 7.30pm at The Village Hall, Sherston

Cllr Martin Smith - (Vice Chair) chaired the meeting in Tanya Burgess's (Chair) absence

Present

Cllrs Martin Smith (MS), Nigel Freeth (NF), Ben Smee (BS), Mike Tarrant (MT), Gerard Joynson (GJ), Denise Gibson (DG), Gail Whale (GW), Fiona Shipsey (FS), Clerk Jayne Curtis (JC), PC = PC.

1. Apologies for absence

Apologies for absence received and accepted for Tanya Burgess (TB).
Matthew Wofinden-England (MWE) - absent

2. Declarations of interest

One declaration of interest declared in regards to planning application but no comment was required by PC as for information only.

3. Exclusion of the Press and Public.

To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 3.D.

4. Minutes

The minutes were confirmed and signed as a correct record of Sherston PC Meeting held on Thursday 12th February 2026.

5. Planning

Consider and comment on all planning applications received up to and including the date of the meeting.

PL/2026/00945 – 46 The Tartars, Sherston – Remodeling of existing dormer to increase width.

Comments by 18th March 2026.

No objection

PL/2026/00689 – Lawful development: Existing use - Dairy Cottage, Pinkney, Sherston – Certificate of lawfulness (existing use) for use of Dairy Cottage as a separate and independent single dwelling house.

Comments by 11th March 2026 extension approved 16th March 2026.

No Objection

PL/2026/00977 – 6 Carriers Close, Sherston – Single storey side extension.

Comments by 20th March 2026.

No Objection

PL/2026/01264 – 39 The Tartars, Sherston – Single storey side extensions.
Comments by 1st April 2026.
No Objections

PL/2026/01274 – Farmyard to the North of Pinchmore Lane, Sherston – Grain store, with concrete panel and timber board cladding and concrete panel separating wall down the centre.

Comments by – for information only – no comment required.

PL/2026/01243 – Maytree Cottage, Willesley – Notification of proposed works to trees in a Conservation Area.

Comments by 18th March 2026

No Objection.

6. The PC sought legal advice regarding the Section 106 agreement associated with the land designated for the new GP surgery, in order to ensure that entering into the agreement would not place the Council at any legal or procedural disadvantage. The developers agreed to meet the costs of obtaining this legal advice. It was resolved by the Councillors present that, should the advice confirm that there are no issues, the PC may proceed to execute the agreement. The Council further resolved that MS is authorised to sign the Section 106 on its behalf.

Following a meeting between the Doctors Surgery and the ICB in the next few days, further information regarding the doctor's surgery will become available.

7. The resignation of Philip Blick from Sherston PC was noted. Thanks were expressed for all his hard work whilst on the council.
8. It was noted the revamped Sherston PC's website had been launched.

Approval was given for the website provider to invoice the PC £1,000 for inputting the substantial amount of information required for the revamped site which was not included in the original quote. The received invoice for the building of the revamped site was also approved. JC to contact Website provider to obtain invoice.

Action - JC

To ensure clarity and good governance, it should be recorded in the minutes that the Clerk advised the Communications Group and the PC of the relevant clause in the Financial Regulations, but as the inputting of the substantial amount required for the revamped site was not covered in the original quote, the Council chose to proceed on this occasion.

9. Approval was given to GJ to forward to JC the article explaining why the PC had decided not to proceed with the Baby Barn, with a request for the Cliffhanger editorial team to publish it.

Action – GJ

JC to forward to editorial team at the Cliffhanger magazine.

Action – JC

10. The PC approved that GJ would take responsibility for looking into the North Building business rates change-of-use matter.
Action - GJ
11. Grass Cutting – The PC approved the amended price of extending the existing grass cutting contract for one year for a minimum of 16 cuts per year at a cost of £305.00 per cut of the recreation ground, sports field, and village hall field.
Action – BS
12. It was noted that BS and JC intended to attend and would arrange any training courses offered that might be beneficial to them, in line with the new Assertion 10 requirements, as previously approved.
Action – BS and JC
13. The Bleed Kit, as previously approved, has been invoiced to the PC, and once payment has been received by the supplier, despatch will be arranged. Installation will be carried out either by the PC’s maintenance person or NF. It will be situated next to the defibrillator outside the village hall.
Action - BS
14. The PC approved the decision not to install a water meter at the North Building.
15. The situation regarding the table and chairs at the North Building, following the Scouts’ request for their return and their intention to remove them from the North Building, was reconsidered. Before any decision is made about purchasing new tables and chairs, this matter will be addressed and a decision taken and addressed at the April meeting. It was agreed that, for the time being, PC meetings will continue to be held at the village hall. BS to contact Scouts.
Action - BS
16. The PC had received two completed grant applications. The PC is expecting a grant from SOSIC, and once this has been received, it was agreed to award £3,000 to each of the two organisations who submitted the completed grant applications. One application concerns a solar project, and the award is subject to the project’s viability. This outcome will be communicated to both applicants’ organisations.
Action - BS
17. The Biodiversity Policy and Risk Assessment Policy were approved by PC and would be placed on the revamped website
Action – JC
18. The PC agreed to ask the Rattlebone to notify the Council if they intend to apply for a TENS notice, so that the Council can proactively advise residents. DG will check the relevant licensing laws to confirm whether this requirement applies.
Action - DG
19. It was noted that BS has taken over the recycling from the telephone box in the High Street.
Action- BS

20. It was approved to purchase a plaque commemorating the oak tree at the Recreation Ground at a maximum cost of £76.00.
Action - BS
21. The two contractors' price increases were approved. Hill's Waste for the collection of bins price increase of 7.06 per cent and the Cleaner for the North Building price increase of 13.3 per cent were approved and noted.
22. DG provided an update on the removal of the waste bin outside of the Co-op in the village. The Co-op indicated they would reconsider their position if an article were included in the Cliffhanger magazine explaining what can appropriately be placed in the waste bin. DG to composed article and send it to the editorial team at the Cliffhanger magazine direct.
Action – DG
- BS will send the lease to DG for review to determine whether any stipulations apply.
Action – BS
23. Concerns have been raised by residents regarding flooding on Green Lane, which is causing pedestrians to walk in the road to avoid the water. This is considered particularly dangerous for school children. BS will check the ownership of the pavement on Green Lane and forward the information to MS for guidance/action.
Action – BS
24. **Working Group / Outside Bodies Reports**
Members to receive verbal reports from the chairs of the working groups and any Outside Body Representatives if something to report.

Working Groups

Footpaths & Highways – **TB**, NF, MS, GW
Nothing to report.

Climate & Biodiversity Group – **BS**, MS
Nothing to report.

Allotments Group – **BS**, NF
Currently five allotment holders have given up their plots.
Allotment renewal notices have been sent out.

Communications Group (including Cliffhanger) – **TB**, GW, JC
The date of the next meeting is to be arranged.

Action - JC

Planning/Neighbourhood Plan – **MS**, NF, TB, GJ
The PC noted that the Wiltshire Council plan has been rejected by the Planning Inspectorate, which will have implications for the local Neighbourhood Plan process.

The consequence is that there is now no reliable housing allocation for Sherston. A new Housing Needs Assessment will be required, and this must include consideration of open space requirements. The PC will continue to be guided by the

consultants on the appropriate steps to take with an understanding that the process may be slowed down.

Earlier indications suggested an allocation of 30 houses, but this number may now need to be reviewed. Further consultation with the village will be required to understand local needs and preferences.

Several areas requiring confirmation were identified:

- Church burial ground — confirmation is needed regarding the church's requirement for an extension to the burial ground. NF reported that a letter from the Church relating to this was on its way
- Sports field — the PC clarified what is required in relation to the sports field. It was felt that a Multi-Use Games Area should be at the top of the list followed by a new or revamped sports pavilion/changing rooms
- Field expansion to the northwest — a decision is needed on whether to retain the proposed expansion area within the plan. The landowners need to be approached again

Action - MS

Ways of working – **TB**

Nothing to report

Finance – **BS, JC, TB, NF**

BS reported that the PC will be seeking further advice from the Internal Auditor at their meeting in April regarding the use of bank cards for transactions within the PC. The cost for two cards from the PC's bank would be a one-off fee of £50.00, followed by an annual cost of £72.00 for two cards (£3.00 per card per month).

Action – BS/JC

BS to update bank signatories.

Action – BS

Operations Group/Village Maintenance – **BS, MT, NF**

The goal posts on the Recreation Ground need to be reviewed as the current sizes purchased are incorrect. Steel galvanised replacements are available but are too large, and packing may be required to ensure a proper fit. BS will investigate the options, and quotes are being obtained.

Action – BS

Personnel – **MS/ DG**

The Parish Clerk's review had been carried out,

Sports Field Development Group – **BS, MS,**

Nothing to report.

Outside Bodies

School

MS will raise concerns about anti-social behaviour within the village with the primary school.

Action – MS

The school has recently undergone an Ofsted inspection and is appealing some of

the findings, although the majority of the report was positive. The school also reported a 100% positive response rate from parents.

Village Hall – BS

Nothing to report. Grant Application raised in item 16.

Emergency Services/Planning – NF / MT

Nothing to report.

Area Board – MS, DG, TB

Nothing to report.

LHFIG – MS, TB, GW

Nothing to report.

SOSCIC – MS, TB

Nothing to report.

Scouts / Brownies – BS

Nothing to report.

Church – NF

The wall alongside the church on Anthony Close will be taken down before it is pushed over by the tree.

Blooming Sherston/Gardening Club – GW, TB

Nothing to report.

Sports Clubs – BS, MS,

Nothing to report.

Recreational Ground Trust – TB

Nothing to report.

Snow Wardens

Nothing to report..

25. Accounts for Payment

Appendix 1 – payments approved.

NOTE:-Councillors to have updated actions in action tracker prior to each meeting. Action tracker available to members of the public on request from Clerk.

Date of Next Meeting Thursday 9th April 2026
at the Village Hall