



Chair: Tanya Burgess

DRAFT MINUTES OF SHERSTON PC MEETING HELD ON THURSDAY 9th July 2026 – held in the North Building at 7.30pm

Present

Cllrs Tanya Burgess (TB), Nigel Freeth (NF), Ben Smee (BS), Mike Tarrant (MT), Denise Gibson (DG), Gail Whale (GW), Fiona Shipsey (FS), Pip Pettit (PP)

1. Apologies for absence

Apologies for absence received and accepted for:

Martin Smith (MS)

Matthew Wofinden-England (MWE)

Gale Whale (GW)

2. Declarations of interest

Cllr Fiona Shipsey declared an interest in the Praters Farm Planning Application

3. Exclusion of the Press and Public.

Members of the public excluded to allow discussion of confidential item.

4. Minutes

The minutes were confirmed and signed as a correct record of Sherston PC's June meeting.

5. Planning

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

Application No:	PL/2026/03708
Application Type:	Full planning permission
Proposal:	Conversion and alteration of existing dwelling to ancillary accommodation and erection of replacement/self-build dwelling together with associated ancillary development.
Site Address:	Knockdown Farm, Knockdown, Tetbury, GL8 8QY
Council Response:	Register and Objection

Application No:	PL/2026/03735
Application Type:	Permission in Principle
Proposal:	Permission in Principle for the erection of up to three dwellings (amendment to PL/2025/08695)

Site Address:	Land at Praters Farm, Easton Town, Sherston, Malmesbury, SN16 0PS
Council Response:	Register an Objection (Cllr Shipsey excluded from vote)

Application No:	PL/2026/03711
Application Type:	Notification of proposed works to trees in a conservation area
Proposal:	T1 - Silver Birch tree - reduce by 30% T2 - Rowan tree - reduce by 30%
Site Address:	4 CLIFF ROAD, SHERSTON, MALMESBURY, SN16 0LN
Council Response:	Register No Objection

Application No:	PL/2026/04065
Application Type:	Notification of proposed works to trees in a conservation area
Proposal:	T1 Goat Willow - Fell.
Site Address:	WATERS MEET, BROOK HILL, SHERSTON, MALMESBURY, SN16 0NQ
Council Response:	Register No Objection

Application No:	PL/2026/040887
Application Type:	Notification of proposed works to trees in a conservation area
Site:	WILLESLEY HOUSE, WILLESLEY, TETBURY GL88QU
Proposal:	Lime tree - pollard to approx 50% of height due to diseased / dead branches overhanging lane
Council Response:	Register No Objection

6. Co-Option

- Resident Pip Pettit co-opted onto the Parish Council

7. North Building Rate Rebate – Status update – MWE

Council agreed that claim needs to be escalated and needs more focus.

Action:- Arrange extra ordinary meeting to discuss - **TB**

8. Road Safety Concerns – Easton Town/Tetbury Cross Roads – MS

10 Emails received from residents following related to road safety at the Easton Town/Fourways Junction following recent incident.

Action:- Arrange Footpath and Highways meeting for August with focus on road safety and speeding. Requirement for a prioritised plan with a set of actions and timelines - **TB**

9. **The Horsecwash** – Update on situation regarding the request to the resident of to remove installed fencing creating a barrier/impression the land is private to residents. Chair proposes that Cllrs resolve that Press and Public are excluded from the latter Confidential discussion item on the basis it may be prejudicial to the public interest by reason of the confidential nature of the business to be transacted – **TB Resolved**

The owners of the adjacent property who had installed the fence attended in the Public Gallery and stated that their intention was not to adversely possess the land 'The Horsecwash' or register it. They advised that they had installed a garden gate to secure their dog, however they wished to retain the new fencing they had installed.

10. **The Horsecwash** – email received from resident proposing solutions to above dispute one of which is the retention of the fence. Chair proposes that Cllrs resolve that Press and Public are excluded from this item on the basis it may be prejudicial to the public interest by reason of the confidential nature of the business to be transacted– **TB Resolved**
11. **The Horsecwash Registration** – update on Parish Council formally Registering land. Cllrs also to resolve that members of the Press and Public be excluded from the Confidential Item below on the basis that – **TB Resolved**
12. **The Horsecwash** – Resident email received looking for clarification on fence/access - **Clerk**. Chair proposes that Cllrs resolve that Press and Public are excluded from this item on the basis it may be prejudicial to the public interest by reason of the confidential nature of the business to be transacted
Resolved
13. **Sopworth Road Development** – planning application approved and land secured for a Surgery Build - **TB**
14. **Applications for the position of Clerk/interviews**
4 applicants applied, interviews comment 14th July – **TB/BS/DG conducting**
15. **Planning breaches** – occurrences of works to Listed Properties and Properties in Conservation increasing – **TB**
Action:- Place on agenda for September meeting when Cllr Martin Smith present - **TB**
16. **Grant application Sherston Cricket Club** – **TB**
Cllrs approved £1000 contribution towards lawn mower – **BS**
17. **Update on Enforcement actions** – **MS**
 - EV charger installation
 - Swan Barton – tiled roof cemented over
 - Large Barn built between Sherston and Luckington
 - Glossop Road – Solar Panels
 - Small Farmstead just outside village on Luckington Road**Update:-** No update available to due absence of Cllr Martin Smith. Carry forward to September meeting - **TB**
18. **Update on Grievance** – Chair proposes that Cllrs resolve that Press and Public are excluded from this item on the basis it may be prejudicial to the public interest by reason of the confidential nature of the business to be transacted – **TB**

Resolved

19. Elan City – warranty renewal due in November – **TB**

Action:- Investigate and advise whether warranty required - **NF**

20. Register of Interest Change – Cllrs personal addresses no longer to be made public unless Cllr requests it – **TB**

Action:- Cllrs to advise TB if they require their addresses removing from Council website – **ALL**

21. Sherston@parish.uk - purpose, owner, would this benefit Sherston – **TB**

Action:- Investigate owner and purpose of site and whether or not it would deliver any benefit to Sherston - **PP**

22. Update membership of below bodies

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**, **FS**

- Cllr **FS** raised concerns relating to traffic issues through Willesley during Westonbirt events. Asked for approval to set up working party involving Westonbirt, Police, Highways etc to address. This request was approved.
- Grass verge/soil to be removed to widen/expose more of the footpath between Sherston and Pinkney. Currently the footpath is unusable for pushchairs and wheel chairs

Action:- BS to approach Parish Steward

- Concerns raised relating to teenagers cycling not using handle bars from Sherston into the Cricket Club and swinging in with no signalling/warning

Action:- TB to raise with Cricket Club

Climate & Biodiversity Group – **BS**, **MS**

Allotments Group – **BS**, **NF**, **PP**

Communications Group (including Cliffhanger) – **TB**, **MWE**, **GW**

Planning/Neighbourhood Plan – **MS**, **NF**, **TB**, **GJ**

- Concerns raised about the status of the Neighbourhood Plan, Ownership and current exposure to speculative development as a result of the current state of play nationally regarding the Neighbourhood Planning Progress. Council agreed that we need to take control of our own 'destiny' and prioritise our plan.

Action:- TB to arrange urgent meeting with Neighbourhood Planning Committee

Finance – **BS**, **TB**, **NF**, **MWE**

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

Personnel – **MS**/ **DG**

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

Outside Bodies

School – **MS**

Village Hall - **BS**

Emergency Services/Planning – **NF** / **MT**

Area Board – **MS**, **DG**, **TB**

LHFIG – **MS**, **TB**, **GW**

SOSCIC – **MS**, **TB**

Scouts / Brownies – BS
Church – NF
Blooming Sherston/Gardening Club – GW, TB
Sports Clubs – BS, MS, MWE
Recreational Ground Trust – TB
Snow Wardens – NF.

23. Accounts for Payment

Appendix 1 July Payment Schedule – payments to be approved.

Action:- Payments approved (with additional ones added for Ryan Russell Maintenance, Compass Graphic and HMRC). **BS**

24. Confidential – *members of the Press and Public will be excluded from the meeting at this point as attendance may be prejudicial to the public interest by reason of the confidential nature of the business to be transacted*

- Horsecwash Dispute
- Email from 5 Tanners Hill proposing resolution
- Grievance

Output for the above 3 items will be minuted and remain confidential.

NB. NO MEETING IN AUGUST

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 10th September 2026 at the North Building