



Chair: Tanya Burgess
Clerk Designate: Jill Palmer

**DRAFT MINUTES OF THE SHERSTON PARISH COUNCIL MEETING
HELD ON THURSDAY 10th SEPTEMBER 2026 AT 7.30 PM IN THE VILLAGE HALL**

Present

Cllrs Tanya Burgess (TB), Denise Gibson (DG), Ben Smee (BS), Nigel Freeth (NF), Pip Pettit (PP), Fiona Shipsey (FS), Gerard Joynson (GJ), and Clerk Designate Jill Palmer (JP) were present.

1. Apologies for absence

Apologies for absence were received and accepted from Martin Smith (MS), Mike Tarrant (MT), Matthew Wofinden-England (MWE), and Gail Whale (GW).

2. Public Question Time

Patricia Lawrence, representing Sherston Gardening Group, attended the meeting to propose improvements to the garden areas beside the North Building and Scout hut through a new 'Green Fingers 2' Group. The Parish Council approved the proposal in principle and agreed that it should be progressed through Sustainable Sherston, with support from **BS**. **BS** agreed to include as agenda item at the Sustainable Sherston meeting on Monday 14th September.

3. Declarations of interest

One declaration of interest was made in relation to the Surgery.

4. Exclusion of the Press and Public.

It was resolved to exclude members of the press and public to allow confidential items to be discussed.

5. Minutes

The minutes of the Parish Council's August 2026 Meeting were confirmed and signed as a correct record of meeting.

6. Planning

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

Wiltshire Council Planning Consultation Response	
	Officer's Name: Sue Morgan
	Direct Line: 01225 770203
Application No:	PL/2026/05683

Application Type:	Notification of proposed works to trees in a conservation area
Proposal:	3 x Lilac trees - overall crown reduction by 30%
Site Address:	16 NOBLE STREET, SHERSTON, MALMESBURY, SN16 0NA
PC Comments	Register no objection

Pratters Farm PiP (PL/2026/03735 and PL/2025/08695)

Following the recent request from a local resident for the Parish Council to raise further objections with Wiltshire Council Planning, or to investigate submitting an appeal, it was confirmed that neither option could be pursued as Wiltshire Council has no formal appeals procedure in place for such matters. It was agreed that no further action can be taken until the full planning application is submitted.

Action: TB to respond to the resident and copy in MS for awareness.

7. Co-option

There were no co-option requests.

8. North Building Rate Rebate

MWE was not available to provide a status update. The Chair proposed that with her ongoing concern that the deadline to submit will be missed, the action should be transferred to the new Clerk to progress when she formally starts her role. The Parish Council approved this approach.

9. Road Safety Concerns

The Parish Council approved the submission of a request to Wiltshire Council to reduce the speed limit from 30mph to 20mph in Easton Town, Tetbury Road and the current 30mph stretch from Forlorn to the Easton Town junction.

The request will be submitted to Wiltshire Council's Local Highways and Footpath Improvements Group, whose next meeting is scheduled for 13th October. The Parish Council was also reminded that Forlorn has already been rejected for a 20mph as it does not meet the criteria set by Wiltshire Council.

Action: MS to submit the LHFIFG form in respect of this request.

Action: JP to investigate how the PC can obtain speed data taken from Tetbury Rd from Wiltshire Police.

Installation of rumble strips at Brook Hill: The Parish Council agreed to revisit this option following the outcome of the highways engineer's visit.

Road signage: BS reported that approximately £8,000 had been allocated for new road signage.

Action: DG and FS to complete the LHFIFG form for the 3 gates at Willesley and those needed at Forlorn. FS to confirm location at Forlorn with MS.

10. Resident Query: Rewilding at Holy Cross Cemetery

The Parish Council received correspondence from a relative who had been unable to access a family grave due to the church rewilding initiative.

Action: NF to investigate which grave was affected and provide an update to the Parish Council.

11. Neighbourhood Plan: Vicarage and Surgery

The Parish Council agreed that clarification was required as to whether a Conflict of Interest may exist in relation to Cllr Pettit and ongoing discussions with the development of the proposed new surgery. It was recommended to seek advice from the Compliance/Standards Committee.

Action: MS to contact Ruth Hopkinson at Wiltshire Council in the first instance for advice on this matter.

The Parish Council also discussed the two strips of land associated with the proposed development site. This matter will be discussed in more detail at the October Parish Council meeting, when **MS** is expected to be in attendance.

12. Wiltshire Council Freight Plan Consultation

TB drew the Parish Council's attention to the Wiltshire Council Freight Action Plan Consultation notice, (Briefing Note No. 26-16). It was noted that the Sherston highway network had been excluded, raising concern about how the freight associated with the proposed Lime Down Solar Park will be routed.

Action: FS to submit concerns as to management of LD related HGV traffic to the online Wiltshire Freight consultation.

13. Wiltshire Council Local Plan Consultation

Parish Council members were reminded that the Wiltshire Local Plan (WLP) scoping consultation is taking place from 2 September to 30 September 2026. **TB** proposed that **MS** review the WLP portal to determine whether Sherston may be affected.

Action: MS to review the portal and report back to the Parish Council at the next meeting.

14. Playground Inspection Report (PIR)

BS reported that the PIR identified two red-rated and two amber-rated items.

Action: BS to draft an article for the next edition of Cliffhanger seeking community views on the proposed decommissioning of the trim trail and asking residents to contact the Parish Council's Clerk should they wish for it to be retained.

15. Signage: Thompsons Hill Crossroads

The Parish Council approved the installation of the previously agreed and budgeted signage for Thompsons Hill crossroads.

16. Recreation Ground: Bulb Planting and Tree Work

BS proposed that Sustainable Sherston coordinate improvements to the recreation ground, including bulb planting in partnership with the Garden Club and pruning of the walnut trees.

Action: BS to obtain a quote for the tree pruning work and provide a costed proposal for the Parish Council's consideration.

17. Update on Enforcement Actions

The Parish Council noted concerns regarding Wiltshire Council's approval of the EV charger installation on the High St (Ref ENF/2025/00796) as it was considered not to have met the relevant approval criteria.

18. Update on Horsewash Dispute

TB reported that further correspondence had been received from the owner of Tanners Hill. It was noted that there had been no progress regarding removal of the fence. Councillors agreed the Council's response to the correspondence.

Action: TB to respond on behalf of the Parish Council.

19. Local Government Association Renewal Notice

PP confirmed that the LGA renewal notice received in July was illegitimate and unregistered. It was agreed that it would be beneficial to make the community aware of such scams.

Action: PP to draft an item for Cliffhanger.

Action: GJ to raise the matter with the owner of The Angel Café.

20. Update on Working Groups

Planning WG

PP and **FS** volunteered to create and lead on new Planning Working Group.

Allotments WG

Action ongoing: BS to review and complete the National Allotments Survey.

Action: TB to re-send BS the survey.

Finance WG

Action: JP to arrange quarterly WGs, next one to be scheduled for 15th Oct, and to fall thereafter on the months of Jan, Apr, July.

There was also discussion on the installation of security cameras at North Building in order to monitor safety and security of the area.

Action BS and PP to review security arrangements and put forward proposal for Parish Council's consideration.

Operations Group/Village Maintenance WG

Sports Field & Rec- It was agreed that a local volunteer to empty bins on the football pitch and rec area would make a huge difference to the maintenance and upkeep of these areas.

Action: DG to draft article for the Cliffhanger seeking a local volunteer for this weekly task and that responses should be made to **BS**.

Concern has been raised on the bin on the football field being used for dog waste and that spectators have been bringing their dogs onto the field.

Action: TB to write to the Football Club to highlight this issue and to draft article in the Cliffhanger reminding the community that dogs are not permitted on the field.

Action BS and PP to have initial meeting on Sports Field Dev Group.

Scouts – The Parish Council approved the Scouts' event from 6.30 pm on Friday 2nd until 9.00 am on Sunday. This includes overnight use of the North Building on Friday and Saturday evening at a total cost of £100.

Action: TB to seek clarification from the Scouts on the following points:

- Which facilities they intend to use.
- How many children will attend.
- Confirmation that appropriate insurance and supervision arrangements will be in place.
- Confirmation that the building will be left in the condition in which it was found.

Scout Lease – The Parish Council discussed the identified back payment of £400 for the lease of the building. In view of the Scouts' funding arrangements, Councillors agreed that a reduced payment of £200 would be requested. The annual lease payment of £100 will continue thereafter.

Church – **NF** advised that a new Vicar had been appointed.

Action: NF to provide further details to support an article in Cliffhanger.

21. Accounts for Payment

All accounts listed on the September payment schedule were 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 8th October 2026 at the North Building