Sherston Parish Council

Chair: Tanya Burgess
Clerk: Jill Palmer

All Council Meetings are open to the Public and Press

03 Nov 2026

To: Dear Councillors of Sherston Parish Council

You are summoned to the Meeting of the Parish Council, on **Thursday 12th Nov 2026 at 7.00pm.** The meeting will be held at **The North Building, Green Lane, Sherston.**

Before the meeting there will be a public session to enable the electorate of Sherston to ask questions, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. ***Members of the Public are asked to restrict their comments, and/or questions to three minutes.***

The meeting will consider the items set out below.

Fire Safety – Evacuation Procedure / Recording Protocol

The Council is requested to note the fire safety procedure and the Parish Council's recording protocol.

Welcome

Public Question Time

This section (at the chair's discretion may last up to 20 minutes in total – **3 minutes to each member of the public**) and is not part of the formal meeting of the Council and minutes will not be produced.

AGENDA

1. **Apologies for absence**
   Council to receive apologies for absence.

2. **Declarations of interest**
   Members to declare any interest they may have in agenda items in accordance with the requirements of the Council's Code of Conduct.

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.

4. **Minutes**
   To confirm and sign as a correct record the minutes of Sherston Parish Council Meeting held on Thursday 8th Oct 2026.

5. Planning

a) 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:	Caroline Gamble
Direct Line:	01225 718220
Application No:	PL/2026/06877
Application Type:	Notification of proposed works to trees in a conservation area
Proposal:	Remove 2/3 Willow trees.
Site Address:	OLD SILK MILL, BROOK HILL, SHERSTON, MALMESBURY, SN16 0NG
Deadline to respond	24/11/2026

For PC Reference – Wiltshire Council outcome of recent planning applications

Application No:	TPO/2026/00025
Site Address:	7 NOBLE STREET, SHERSTON, MALMESBURY, SN16 0NA
Grounds For Order:	The mature Beech tree makes a significant contribution to the character and appearance of the area, providing both visual amenity and ecological benefits. Its retention is important to safeguard landscape character, biodiversity, and the wider amenity.

Reference:	PL/2026/05683 - Notification of proposed works to trees in a conservation area
Site Location:	16 NOBLE STREET, SHERSTON, MALMESBURY, SN16 0NA
Proposal:	3 x Lilac trees - Crown reduction by 30%
Applicant Name:	Ms Lynda Fleming
Officer Name:	Sue Morgan
Decision Date:	13 October 2026
Decision:	No Objection

6. Co-Option – N/A

7. Notice of Vacancy- TB

8. North Building Rate Rebate – JP

9. Road Safety Concerns -TB, MS, FS

Council to discuss:

- Recent Submissions of HIRFs -**TB/MS**
- Submission of Speed Assessment Form for Forlorn - **MS**
- Entry Gates at Willesley – **TB, DG**
- Road sign missing - **TB**
- Church Street Parking - **TB**

10. Update on Horsewash Dispute

Chair to provide brief status update. Chair proposes further discussion that Cllrs resolve that Press and Public are excluded from further discussion on 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**

11. Annual operational tasks for the NB –TB

12. Charging Mechanism for NB – TB

13. Update on Ring Cameras for NB – PP

14. Installation of Water Meter at NB - MT

15. Grant applications - TB

- Girl Guides
- Sherston Drama Group

16. Neighbourhood Plan -TB

17. 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, FS
Climate & Biodiversity Group – **BS,** MS
Allotments Group – **PP**, BS, NF
Communications Group (including Cliffhanger) – **TB,** MWE, JP
Planning/Neighbourhood Plan – **MS,** NF, TB, GJ

- Planning City, Town and Parish Council Forum, Tuesday 17 November, 5.00pm-6.30pm (virtual)

Finance –**TB**, NF, DG, BS, JP
Operations Group/Village Maintenance – **BS,** MT, NF
Personnel – **MS**/ DG
Sports Field Development Group – **BS**, MS, MWE, PP

Outside Bodies

School – **MS**
Village Hall - **BS**
Emergency Services/Planning – **NF** / MT

- Sherston Flood Kit / Community Flood Plan - **JP**

Area Board – **MS**, DG, TB
LHFIG – **MS**, TB,
SOSCIC – **MS,** TB
Scouts / Brownies – **BS**

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

18. Finance inc Accounts for Payment

- Appendix 1: Nov Payment Schedule – payments to be approved.
- Appendix 2: Oct Income
- Salary Details
- Clerk – mobile phone
- Purchase of Christmas cards

19. 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*

- Horsewash Dispute

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.

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Date of Next Meeting:
Thursday 10th December, 19:00hrs at the North Building