

Potterne Parish Council

To: Members of the Council

You are summoned to attend a **MEETING OF POTTERNE PARISH COUNCIL**
at **Potterne Village Hall on Wednesday, 1st October 2025**
at **7.30pm at Potterne Village Hall**

Press & Public are invited to attend.

AGENDA

1. Welcome and Apologies

2. Declaration of Members' Interests

3. Minutes of Meeting held on

To resolve that the minutes of the meeting of the Council held on the 3rd September 2025 are a true and accurate record.

4. Action Tracker Update

5. Open Session

There will be an open session for 10 minutes so that the public can place questions to the Council, limited to matters on this Agenda, to be discussed at the next meeting if confirmed in writing.

6. Wiltshire Councillor Update – Tamara Reay, Unitary Councillor, Devizes Rural West

7. Application to join Potterne Parish Council as a co-opted Councillor

Terry Kennedy – PAPER 1

8. Draft Letter of Complaint to Wiltshire Council (Performance of Certain Officer) (RC)

9. Highways and Footpaths (CF)

a. Devizes Area Board Meeting

10. Leisure Facilities, Appearance and Environment (KC/MS/LW)

- Annual Inspections – Blounts Court Playground and Ryeleaze and associated monthly maintenance report (PAPERS 2,3 and 4)
- Tree Survey and Work Required (Andy Huntley) (PAPER 5+6)
- Decision on whether to purchase an additional bin for Ryeleaze Field
- SID (x1) – 3 Year Warranty Offer – from Elan City (PAPER 7)
- Whistley Road traffic calming.
- Street Nameplates (John Mann/Andy Huntley)

11. Community (NP)

- Cemetery Extension – Quote for initial works (PAPER 8)

12. Flooding OFWG (NB/LW)

13. Website/Emails (LW/MS)

14. Planning/TPOs (RC)

PL/2025/07092 (Comments by 9/10/2025)	38 Highlands, Potterne, SN10 5NS	Proposal to demolish the existing garage and utility and replace with proposed extension and associated internal alterations to associated rooms
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PL/2025/02951 (Meeting - Eastern Area Planning Committee on 2/10/2025)	8 Duck Street, Potterne SN10 5NB	The demolition of a rear single-storey lean-to and erection of a two-storey side and rear extension, single-storey rear extension and new front porch with internal alterations
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15. Correspondence

16. Finance (KV)

- a. Agree accounts to be paid and transfer of sufficient funds to agree accounts to be paid and transfer of sufficient funds to pay accounts:

Payable to		Net	VAT	Gross	Authorised on internet banking by:
Playsafety Limited (ROSPA)	Annual Inspection – Blounts Court Playground and Ryeleaze Multi-Gym	160.00	32.00	192.00	KV/NP
Karon Van Den Bergh	Cost of Living Rise – Backdated from 1.4.225-1.9.25 (as agreed 84/25/26)	145.38	0	143.38	KV/NP
Village Hall	Hire 3/9/2025	18.00	0	18.00	
Boston Bulbs (paid by Debit Card on 24/9/2025)	2x1000 Narcissus Tete-a-Tete and 2x250 Snowdrop Galanthus Nivalis Bulbs	255.99	0	255.59	KV/KC
Mark Goddard & Sons Landscaping	Grass Cutting 16.625-18.9.25	1325.00	265.00	1590.00	KV/NP
		1904.37	297.00	2198.97	KV/NP
Date: 02.10.2025	Amount: 2000.00				

17. Burial Fees Received

18. Date of Next Meeting: Wednesday, 5th November 2025, 7.30-9.00pm, Village Hall, Potterne.

19. Close Meeting