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, 4th November 2026 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 7th October 2026**
   To resolve that the minutes of the meeting of the Council held on the 7th October 2026 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. **Conservation Communication Problems – Broadband Project**
   Communications Sub-Committee Report - NB/TK/DanPike

8. **Church Wall Update (RC)**

9. **Objectives for the next 12 months (NP)**
   Community Fete

10. **Highways and Footpaths (including Devizes Area Board Meetings/LHFIG)(CF)**
    a. LHFIG Bid – George and Dragon Crossing Improvement Plan (CF/John Mann)

11. **Leisure Facilities, Appearance and Environment (LW/NB)**
    a. Annual Inspections – Blounts Court (Paper 1); Ryeleaze (Paper 2)
    b. Repair of Church Steps
    c. Replacement Fence at Blounts Court – Quote Conservation Contractors (Paper 3)
       Quote The Garden Construction Co (Paper 4)
    d. Road Sweeper for Coxhill Lane

12. **Community (NP)**
    a. Defibrillators

13. **Flooding OFWG (NB/LW)**

14. **Planning(RC/TK)**

PL/2026/06376 *(Comments by 5/11/2026)*	Land to the South of 49 Potterne Wick, SN10 5QW	Change of use from agricultural paddock to use class E(g)(i) and erection of single storey office building with associated parking, bin and cycle store and landscaping

PL/2026/06506 *(Comments by 5/11/2026)*	Land at Manor Farm, Worton Road, SN10 5PP	General purpose agricultural storage building for fodder and straw.
PL/2026/06377 *(Comments by 9/11/2026)*	Featherbrook House, Whistley Road, SN10 5TD	Change of use from Architect's Office as part of live/work unit to ancillary domestic accommodation associated with Featherbrook House

15. Correspondence

16. Clerk's contract change 10-14 hours per week
Signature to Addendum required from KV/RC/NP

17. 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:
Village Hall	Hire 7/10/2026	18.00		18.00	NP/KV
ROSPA Playsafety Ltd	Annual Playground Inspections Blounts Court/Ryeleaze	166.00	33.20	199.20	NP/KV
Mark Goddard & Sons Landscaping	Groundcare 1.10.26-01.12.26	1904.73	380.94	2285.67	NP/KV
HMRC (DD)	Employer Tax/NI	189.99		189.99	NP/KV
AVG	PC Annual Anti-Virus Protection	58.32	11.67	69.99	NP/KV
		2337.04	425.81	2762.85	
Date: 5.11.2026		Amount to be transferred: 3000.00			

18. Burial Fees Received

19. Date of Next Meeting: Wednesday, 2nd December 7.30-9.00pm, Village Hall, Potterne.

20. Close Meeting