

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, 7th January 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

To resolve that the minutes of the meeting of the Council held on the 3rd December 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. Highways and Footpaths (CF)

a. Devizes Area Board Meeting

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

b. Outstanding work required – Monthly Inspection Spreadsheet (Blounts Ct/Ryeleaze)

c. Quote for a 2nd bin in Ryeleaze

d. Wooden Seat by Bus Stop at Mount Pleasant (NB)

e. Tree Report – Quote accepted from Conservation Contractors Limited

9. Community (NP)

Cemetery Extension – decision on installing a perimeter road at Brownleaze Cemetery (Paper 1&2).

10. Flooding OFWG (NB/LW)

11. Website/Emails

12. Planning(RC/TK)

PL/2025/09843 (Comments by 20/1/2026)	Little Chilsbury, Eastwell Road, Potterne, Devizes, SN10 5QQ	Extension to existing annexe to provide additional accommodation to allow intergenerational living.
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13. Correspondence

AH – Anti-Social behaviour at Blounts Court Playground – KV reported to Police

CW – Reported a pothole outside her house – KV asked that she report via MYWILTS

RH – Comments on contents of Minutes.

14. 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 3/12/2025	18.00		18.00	NP/KV
Karon Van Den Bergh	Annual Salary Increment backdated April-December 2025	574.83		574.83	NP/KV
St Mary's Church	Donation towards repair of Church Clock	700.00		700.00	NP/KV
Mark Goddard & Sons Landscaping	Work completed at Brownleaze Cemetery, Blounts Court Play Area and Ryeleaze	2186.00	437.20	2623.20	NP/KV
Mark Goddard & Sons Landscaping	To supply and fit a bin at Ryeleaze Field (work to be completed on 10 th January)	450.00	90.00	540.00	NP/KV
Potterne Solar Action Group	Contribution to Potterne Solar Action Group Professional Costs	2500.00		2500.00	NP/KV
	TOTAL	6428.83	527.20	6956.03	
Date: 08.1.2026		Amount: 8000.00			

15. Burial Fees Received

16. Date of Next Meeting: THURSDAY, 5th February 7.30-9.00pm, Village Hall, Potterne.

17. Close Meeting