

# 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, 7<sup>th</sup> October 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 2<sup>nd</sup> September 2026

To resolve that the minutes of the meeting of the Council held on the 2<sup>nd</sup> September 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 - offer to lead a group broadband project - Dan Pike

### 8. Church Wall Update (RC)

### 9. Objectives for the next 12 months (LW)

Community Fete

### 10. Highways and Footpaths (including Devizes Area Board Meetings/LHFIG)(CF)

### 11. Leisure Facilities, Appearance and Environment (LW/NB)

- a. Repair of Church Steps – Awaiting Quotes.
- b. Replacement Fence at Blounts Court – Quote The Garden Construction Co (Paper 1)  
Conservation Contractors (Paper 2)
- c. Salt bins – replacement.

### 12. Community (NP)

- a. Defibrillators (Paper 3); Public Care Information Paper (Paper 4)

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

### 14. Planning(RC/TK)

- a. Local Plan Response

|                                      |                                              |                                                                                    |
|--------------------------------------|----------------------------------------------|------------------------------------------------------------------------------------|
| PL/2026/05794<br>(Comments by 22/10) | Whistley Dene,<br>Whistley Road, SN10<br>5TD | Installation of DDA compliant<br>entrance ramp to main entrance to<br>nursing home |
|--------------------------------------|----------------------------------------------|------------------------------------------------------------------------------------|

### 15. Correspondence

### 16. Finance (KV)

- a. Clerk's Salary – Decision to incorporate the LGA(NJC) 3.3% cost of living salary rise (backdated to 1<sup>st</sup> April 2026) with an incremental increase to SCP27 as per the LGA salary scale.
- b. 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 5                                                                            | 18.00                             |        | 18.00   | NP/KV                              |       |
| Proludic Limited   | Stickers for Ryeleaze Multi-Gym                                                   | 79.22                             | 15.83  | 95.05   | NP/KV                              |       |
| Hermeq UK Limited  | Expense NB – Silt Fence and accessories                                           | 208.21                            | 41.64  | 249.85  | NP/KV                              |       |
| ELAN City          | Year 2 of 3-Year Warranty for A360/Blackberry Lane (North) Speed Indicator Device | 199.00                            | 39.80  | 238.80  | NP/KV                              |       |
| HMRC Employer's NI | First DD payment due to be taken on 22/10/2026 thereafter every three months      | 126.62                            | 0.00   | 126.62  | NP/KV                              |       |
|                    |                                                                                   | 911.24                            | 153.27 | 1064.27 |                                    | 42.00 |
| Date: 10.10.2026   |                                                                                   | Amount to be transferred: 3000.00 |        |         |                                    |       |

#### 17. Burial Fees Received

Penny – EroB  
Ruck – Memorial - £60  
Mortimer – Memorial - £60

**18. Date of Next Meeting:** Wednesday, 4<sup>th</sup> November 7.30-9.00pm, Village Hall, Potterne.

#### 19. Close Meeting