

Potterne Parish Council

To: Members of the Council

You are summoned to attend a **MEETING OF POTTERNE PARISH COUNCIL**
at Potterne Village Hall on Thursday, 5th February 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 7th January 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. Frequency of Parish Council Meetings (MS)

8. Church Wall (RC)

9. Jubilee Cup and Alan Mead Trophy

10. Highways and Footpaths (CF)

a. Devizes Area Board Meeting

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

b. Grounds Maintenance Contract Quotes 2026-2027 – decision required

PAPER 1 – Countrywide Grounds Maintenance

PAPER 2 – Mark Goddard and Sons Grounds Maintenance

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

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

12. Community (NP)

13. Flooding OFWG (NB/LW)

14. Planning(RC/TK)

a. Town and Parish Council Planning Forum Meeting – 10th March 2026

RC/TK to attend.

| | | |
|---------------|---|--|
| PL/2026/00005 | T1 Oak. Prune by 1m away from phone lines | Tristenagh House, 23 Devizes Road, Potterne SN10 5LW |
|---------------|---|--|

15. Correspondence

JN – Litter around Youth Club – KV reported to Youth Club Leader.

16. Finance (KV)

a. One Tree Field Funding for Barrier (NB)

Funding requested for a flood barrier to be installed.
(Cost 50mtrs of silt net plus posts – approx. £200)

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 7/1/2025 | 18.00 | | 18.00 | NP/KV |
| Date: 06.2.2026 | | Amount: 1000.00 | | | |

17. Burial Fees Received

18. Date of Next Meeting: Wednesday, 4th March 7.30-9.00pm, Village Hall, Potterne.

19. Close Meeting