

DRAFT

Minutes of the Meeting of Potterne Parish Council held on Wednesday, 5th August in Potterne Village Hall at 7.30pm

Present: Cllr Richard Clark (RC) (Chairman); Cllr Nesta Pudney (NP) (Deputy Chairman);
Cllr Nick Bailey (NB); Cllr Christina Firmin (CF); Cllr Teresa Hall;
Cllr Terry Kennedy (TK); Cllr Luke Wilson (LW)

Apologies: Tamara Reay (TR), Unitary Councillor, Devizes Rural West

Attending: Karon Van Den Bergh (Clerk);

78/26/27		Welcome and Apologies
79/26/27		Declaration of Members' Interests RC declared an interest in 91/26/27 – prospective housing development on Worton Road due to being a resident of Worton Road.
80/26/27		Minutes of Meeting held on 1st July 2026 Resolved: NP Proposed, CF Seconded and all agreed that the Minutes of 1 st July 2026 were a true and accurate record with one correction. 72/26/27 - Refuse bags were not provided or collected by Wiltshire Council. The Parish Council provided and disposed of the bags.
81/26/27		Action Tracker July Open Session - TK to forward downloaded data from the SIDs to KV to forward to Wiltshire Council - TK said that there were anomalies with the data which had been downloaded, but was almost certain that the speed was recorded in MPH and not KPH, but would get this clarified. TK download the data again in a month and send the new findings to Wiltshire Council. TK noted that there was one curious reading of a car reaching 178mph, but this may be an error in the system.
		Open Session RC declared that the meeting was temporarily suspended to allow for an open session for 10 minutes so that the public could place questions to the Council. JM, Resident and ex-Councillor: Reported that the work clearing Pigtail Lane by the Parish Steward had not been up to standard. AH had now cleared the lane and it was useable for walkers. RC: Circulated a recent ariel photograph of Potterne, showing bonfires in close vicinity of a number of thatched roofs. KV will put a message in the village magazine, and on the Facebook page appealing to residents not to light bonfires in the current climate. RC: Had been contacted by two residents in Whistley Road, reporting the dumping of manure in the large field, close to houses, near Willow House. RC suggested that the residents contact Wiltshire Council, who deal with environmental issues. JA: Continued to be concerned about traffic calming on the A360, the need for a Speedwatch Team and the general slowing down of traffic. JA also raised concerns regarding the fact that vehicles approach Church Corner in the middle of the road, causing potential accidents with oncoming traffic and suggested white lines for driver guidance. CF reminded that she had mentioned these issues to the Highways Department on a number of occasions. CF suggested that residents use the MYWILTS app/website for reporting all suggestions and complaints regarding traffic calming. There were no further comments from the public therefore RC closed the Open Session
82/26/27		Wiltshire Councillor's Report – Tamara Reay, Devizes Rural West TR had sent apologies, together with a written report, which can be found in the Potterne Magazine, or, alternatively, email the Clerk on clerk@potterne-pc.gov.uk for an emailed copy. KV would add the following to the Potterne Parish Council Facebook Page:

Signed

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		<i>Wiltshire Council is inviting residents to help shape the future of Adult Social Care by completing a short survey. The survey seeks feedback from people who use services, unpaid carers, family members and anyone interested in Adult Social Care, which supports adults with needs relating to age, disability, illness, mental health or caring responsibilities.</i> <i>Feedback will help ensure services reflect local priorities, experiences and what matters most to residents. The survey closes on 17 August 2026.</i> https://surveys.wiltshire.gov.uk/s/3zx0nw
83/26/27		Church Wall Update (RC) RC We should have more idea of a plan for the way forward at our next meeting. Resolved: NP Proposed, CF Seconded and all agreed that a maximum of £1,000 could be spent on legal advice in relation to this matter.
84/26/27		War Memorial Steps (CF) CF Noted that the bottom three steps leading to the war memorial needed repair. RC was aware that the Parish Council was responsible for the War Memorial, but the ownership of the steps needed to be clarified before any work was taken on.
85/26/27	a.	Objectives for the next 12 months (LW) Community Fete NP George Day's Field had been booked for Saturday 5th June 2027. The Community Fete Committee would meet at the end of October.
	b.	Village Events – to be published on the PC Website Youth and Social Club have now provided dates of forthcoming events which were now posted on the Potterne Parish Council Website. KV would chase other clubs, societies and organisations for a response.
86/26/27		Highways and Footpaths (including LHFIG/Devizes Area Board (CF) CF had received an email from Jaime Mundy, Highways, Wiltshire Council to confirm that the request to extend the reduction in speed limit on Whistley Road to 30mph (past Five Lanes) had been turned down as this section does not meet the required housing density. Mr Mundy will put together a Cabinet Request Report for the reduction in speed limit on the first section of Whistley Road. A date has not been received for the work on traffic calming at the George and Dragon Public House, but it was likely to start in the Autumn. Mr Mundy had asked CF to provide a supporting statement, including the maximum contribution to be offered, from the Parish Council to include details of the maximum contribution Had an email from Jaime Mundy. CF/John Mann would draft a supporting statement and pass to the Clerk to send to Wiltshire Council. Resolved: CF Proposed, NB Seconded and all agreed that a maximum of £10,000 would be offered to Wiltshire Council as a maximum contribution towards the traffic calming work on the A360 (outside the George and Dragon Public House). CF there had been no decision on Potterne's road resurfacing programme, CF had been advised to refer this back to TR. CF Had received a Highways Improvement Request Form from JF, resident on A360. JF had raised concerns that the A360, on the bend, going into Devizes is extremely dangerous and needs traffic calming strategies. CF commented that following on from a site visit she had made with our our local Wiltshire Councillor, Tamara Reay, and our local Area Engineer for Highways in October 2024, the matter of the overhanging vegetation growth along the footpath adjacent to the A360 from the Blackberry Lane junction was discussed and the Council agreed that this needed to be kept in check. Some work cutting back the vegetation was carried out over a few days along this stretch at the beginning of this year. CF Will raise the issue of the positioning of the 30mph limit signs with the <i>Local Highway and Footway Improvement Group</i> at their next meeting, submitting the form from JF.

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87/26/27	a.	Leisure Facilities, Community, Appearance and Environment (KCLW) Shoddy workmanship from contractor (Blounts Court/Ryeleaze Field) No reply had been received from the letter sent to Mr Mence, despite a deadline for a response by 21st July, asking for a refund for the material costs paid due to bad workmanship. Clerk to make a Court Claim for Money (previously known as a Claim at the Small Claims Court). Missing signs on Ryeleaze Play Equipment LW Signs now in place. Recent vandalism of bench The Parish Council noted their sadness of the destruction of the bench at Ryeleaze but thanked TH, Andy Huntley and Dave Rutt for getting together and repairing and painting the bench.
88/26/27		Community (NP) Village Clear Up Completed.
89/26/27		Flooding OFWG (NB/LW) KV to chase the request for gully clearing on Coxhill Hill Lane. Also KV to ask Gully Team to clear the gullies between Church Corner and Parish Rooms A360.
90/26/27	a.	Planning/TPOs (RC/TK) There were no planning applications to be considered and discussed. Local Plan - Call for Sites The deadline for a response was 30th September. It was agreed that Rc/TK/CF/TH would join the Local Planning Scoping Consultation at Wiltshire Council on 21st September 6-8pm. KV would arrange for places to be requested. Possible New Housing Estate on Worton Road, Worton RC thanked Malcolm Powell, Chairman, Worton Parish Council for joining the meeting. Potterne Parish Council submitted the following objection to Wiltshire Council: Whilst this highly-speculative and opportunistic proposal lies just outside the Potterne Parish boundary it will nonetheless be accessed via Worton Road, Potterne (C246), nearly all of which runs through Potterne Parish. The C246 connects the villages of Worton and Potterne and is the direct route to Devizes, the area's only nearby business and shopping centre (there are no shops in Worton and very little employment). Worton Road is a narrow, bendy road about 2 miles long and is officially designated unsuitable for HGVs. Access at both ends is restricted and dangerous, particularly to/from the major A360 in Potterne. In parts it is effectively single-lane and is already overloaded, especially given all the recent residential development in Worton. In our opinion it is not capable of safely taking any further traffic. For a small rural village Worton is massively overdeveloped with seemingly scant regard to its lack of infrastructure, and we understand there is little demand for the houses already built, let alone an additional 50 houses. Potterne Parish Council will oppose this unnecessary development. Potterne Park Farm Solar Development RC reported that PSAG had informed him that Wiltshire Council's Statement of Case regarding the Whistlemead (Little Chalfield) solar application appeal had referred to grid connection timing. PSAG had shared such information with its legal team as it may assist its judicial review application.
91/26/27		Correspondence Request to resident to stop allowing her dogs to foul Cemetery – letter sent 09072026. AF – Concerns regarding speed of traffic on A360 Devizes Road (completed a Highways Improvement Form for Parish Council comment) – PAPER 1 AL - 60 tons of manure deposited on their border line – RC suggested that the resident contact Public Protection at Wiltshire Council.
92/26/27	a.	Finance

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		Consider quote received from Kevin Rose to take on role of Internal Auditor 2026/2027 to include whether a one year or 3 year discounted contract could be accepted. (PAPER 2). Resolved: CF Proposed, LW Seconded and all agreed that the quote received from Kevin Rose, Internal Auditor, would be accepted on a 3-year commitment discounted fee of £304 for the FY2027-2028. Resolved: NP Proposed, LW Seconded and all agreed that the following accounts be paid: <table border="1"> <thead> <tr> <th>Payable to</th><th></th><th>Net</th><th>VAT</th><th>Gross</th><th>Authorised on internet banking by:</th></tr> </thead> <tbody> <tr> <td>Village Hall</td><td>Hire 1/7/2026</td><td>18.00</td><td></td><td>18.00</td><td>NP/KV</td></tr> <tr> <td>HMRC</td><td>NI Employer Contribution June-July</td><td>63.54</td><td></td><td>63.54</td><td>NP/KV</td></tr> <tr> <td>Mark Goddard & Sons</td><td>Groundcare 2nd Quarter – July-Sept 2026</td><td>1904.73</td><td>380.94</td><td>2285.67</td><td>NP/KV</td></tr> <tr> <td>Hirst Signs</td><td>Street Signs (+ credit note)</td><td>129.97</td><td>25.99</td><td>155.96</td><td>NP/KV</td></tr> <tr> <td></td><td></td><td>2116.24</td><td>406.93</td><td>2523.17</td><td></td></tr> <tr> <td>Date: 6.7.2026</td><td></td><td colspan="4">Amount to be transferred: 4000.00</td></tr> </tbody> </table>				Payable to		Net	VAT	Gross	Authorised on internet banking by:	Village Hall	Hire 1/7/2026	18.00		18.00	NP/KV	HMRC	NI Employer Contribution June-July	63.54		63.54	NP/KV	Mark Goddard & Sons	Groundcare 2 nd Quarter – July-Sept 2026	1904.73	380.94	2285.67	NP/KV	Hirst Signs	Street Signs (+ credit note)	129.97	25.99	155.96	NP/KV			2116.24	406.93	2523.17		Date: 6.7.2026		Amount to be transferred: 4000.00			
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Date: 6.7.2026		Amount to be transferred: 4000.00																																													
		Monthly Financial Summary The Bank Reconciliation dated 30th June 2026 was agreed and signed by NB, a non-bank signatory.																																													
93/26/27		Burial Fees Received None																																													
		Date of Next Meeting: Wednesday 2nd September 7.30-9.00pm, Village Hall, Potterne.																																													
		The meeting closed at 20.32																																													

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