

BROAD TOWN **PARISH COUNCIL**

**Minutes of the Parish Council Meeting held on Monday 14th July 2025 at 6.30pm
In the Village Hall**

Present: Councillor R Pearce – Chair
Councillor S Hartley – vice Chair
Councillor G Morley
Councillor B Davis
Councillor J Rawlins

Officers: Caroline White – Parish Clerk

PUBLIC PARTICIPATION

There were two members of the public present.

25/88 APOLOGIES

There were no apologies.

25/89 DECLARATIONS OF INTEREST

There were no declarations of interest.

25/90 MINUTES

The minutes of the Parish Council Meeting held on Monday 9th June 2025, having been previously circulated were agreed as a correct record and were signed by the Chairman, Councillor Pearce.

25/91 CORRESPONDENCE

The annual report required by Bluefield Solar was sent; the Soup lunch initiative was highlighted as the case study, as being new and of broad local remit.

The External Auditor logged receipt of the audit submitted but outcome has not been received.

Green Square continue to fail to respond to repeated requests to remove the left storage container at Redhills.

25/92 PLANNING APPLICATIONS RECEIVED

Application Number	Applicant	Location of Development	Description of Development
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Application Number	Applicant	Location of Development	Description of Development
PL/2025/04622 Comment by: 2/7/2025	C Boles	27 Broad Town Road, Broad Town, Swindon, Wilts, SN4 7RB	Conversion of car port with office over to Annex
PL/2025/05238 Comment by: 18/7/2025	N Bolton	77 Horns Lane, Broad Town Swindon, SN4 7RH	Convert Dining Room Roof Terrace with glass panel balustrades, convert landing window into glazed door, Install Skylight above 1st floor landing area.
PL/2025/05351 Comment by: 24/7/2025	Mr & Mrs Bourton	Whitefields, Pye Lane, Broad Town, SN4 7RR	Change of use from an agricultural field to a dog field and insertion of new gates and fences

PL/2025/04622: Submit No Objection, subject to requirement of a condition that it has to remain ancillary to the house and can never be sold off as a separate property.

PL/2025/05238: Submit No Objection

PL/2025/05351: Submit Object on the grounds:

This is not a suitable location for a business that brings potentially large numbers of dogs and vehicles from outside the village into close proximity to residential houses and local pet dog walkers, on a single track road operating at the national speed limit. The noise and the traffic flow of the number of clients permitted with the proposal of 8 parking spaces and 45 minute bookable slots is unacceptable. The lack of stated designated operating hours causes further concern at the potential capacity of the business.

It is questioned what supervision would be available to control the use of the facility and noted that enforcement is not possible.

The business would cause an infringement of an AONB, with fencing, equipment, and hardcore spoiling the view and restricting movement of local wildlife: deers, badgers, etc. The tramac drive is not in keeping with the area.

There is no plan for removal of dog waste. It is noted that a local kennels utilises a removal firm that has a large lorry, which would not be suitable for the single track road here.

25/93 PLANNING APPLICATIONS DETERMINED

Application Number	Location of Development	Description of Development	Decision
PL/2025/03543	The Long Barn, Thornhill, Royal Wootton Bassett, SN4 7RY	Conversion of Stable Building to provide 1No dwelling	Approve with Conditions
PL/2025/03926	94 Broad Town, Swindon, SN4 7RL	Proposed terracing of part of the garden into 3 tiers with retaining walls	Approve with Conditions

Noted.

25/94 BANK BALANCES AND BANK RECONCILIATION at 30.6.2025

Balances:

Treasurers Account	£140.87
Capital Projects Account	£19,684.00
Community Fund	£17,633.90

Bank reconciliation:

Treasurers Account	£140.87
Less unrepresented cheques	£ Nil
Cashbook Balance	£140.87

25/95 PAYMENTS FOR APPROVAL

25/95.1 CLERK SALARY

Members are requested to approve the payments of **£387.39** to the Parish Clerk and **£6** to HMRC

Salary	£355.94
Less Tax	£6.00
2WFH allowance	£26.00
Mileage	£11.45
Expenses	
Total Due	£387.39

25/95.2 COMMUNITY FIRST INSURANCE PREMIUM

Members are requested to approve the payments of **£316.71** 1st year of 3-year contract (retrospective approval after payment made to ensure continuity of cover)

25/95.3 SUPREME GRASS CUTTING March - May

Members are requested to approve the payments of £759.50 + £191.90 VAT = **£911.40**

25/95.4 SUPREME GRASS CUTTING June

Members are requested to approve the payments of £217 + £43.40 VAT = **£260.40**

25/95.5 WILTSHIRE COUNCIL HIGHWAYS

Members are requested to approve the payment of **£775** as PC contribution to the speed limit road survey carried out on behalf of Broad Town.

25/95.6 PARISH COUNCIL WEBSITES

Members are requested to approve the payments of £228 + £45.60 VAT = **£273.60**

ALL PAYMENTS together Proposed by Councillor Rawlins, Seconded by Councillor Hartley and UNANIMOUSLY APPROVED

25/96 CLERK APPRAISAL

Following the appraisal carried out with the Clerk by the Chair and in order to reflect the progress which the Clerk has made over the last year Councillors are asked to approve a salary increment onto the next scale point (SCP 10) in the Local Government pay scales.

Proposed by Councillor Hartley, Seconded by Councillor Rawlins and UNANIMOUSLY APPROVED

25/97 WILTSHIRE COUNCIL BRIEFING NOTES

Briefing Note 25-04 Wiltshire's Housing Land Supply Statement

Briefing Note 25-05 Wiltshire Community Air Network

25-04: Councillor Pearce noted that due to the lack of a 5-year housing supply, the presumption is for acceptance of planning applications.

25-05: Noted that the school may be interested in the air quality monitoring initiative. Clerk will forward it to the headteacher.

25/98 EXCHANGE OF INFORMATION

Please note no decisions can be made on these items. Anything raised which requires a decision of the council will be included as an agenda item at the next Parish Council meeting.

Councillor Pearce will be speaking to the Steward tomorrow; noting overgrown vegetation at Thornhill bridge, straw in gutters that need clearing, vegetation around signs approaching the village downhill, and overhanging trees that cause straw to be pushed off passing transporters and causing debris.

Councillors Pearce and Davis plan to look at query overhanging trees while they are emptying the bins, to identify the owners who could help.

ACTION POINTS

Person responsible	Action	Notes

Clerk	Submit 3 planning responses to Wilts	
Clerk	Forward Briefing Note 25-05 to the school for information.	
Cllrs Pearce and Davis	Look at overhanging tree ownership	

ACTION POINTS [previous month]

Person	Action	Notes	Completed
Clerk	Submit No Objection to PL/2025/04348. Report hollow pavements to WC via MyWilts once location confirmed by resident. Chase Green Square to remove container.		Y Await location from resident Y, still no action from GS
Councillor Morley	To enquire of RWB magazine distributor about inclusion of flyer delivery		Y – inclusions not offered

Next Meeting Monday 11th August

Meeting closed at: 1938

Signed: Dated:

Chairman, Councillor R Pearce