

BROAD TOWN **PARISH COUNCIL**

Parish Council Meeting – Monday 8th September 2025 at 6.30pm

PUBLIC PARTICIPATION

A G E N D A

1. APOLOGIES

To receive apologies for absence.

2. DECLARATIONS OF INTEREST

In accordance with the Parish Council's Code of Conduct, all Members are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registerable interests.

3. MINUTES

To confirm as a true record the minutes of the Parish Council Meeting held on Monday 11th August 2025.

4. CORRESPONDENCE

5. PLANNING

All planning documents and decisions can be viewed at: [Planning & Building Control Public Register](#)

5.1 PLANNING APPLICATIONS RECEIVED

Application Number	Applicant	Location of Development	Description of Development
PL/2025/06294 Comment by: 1/9/2025	Mr Keith Pankhurst	66 Hill View, Broad Town, Swindon, SN4 7RQ	Single storey rear extension (adding onto new single storey rear extension)

5.2 PLANNING APPLICATIONS DETERMINED

Application Number	Location of Development	Description of Development	Decision
PL/2025/04622	27 Broad Town Road, Broad Town, Swindon, Wilts, SN4 7RB	Conversion of car port with office over to Annexe	Approve with Conditions

6. BANK BALANCES AND BANK RECONCILIATION at 31.8.2025

Balances:

Treasurers Account	£937.38
Capital Projects Account	£15,305.96
Community Fund	£17,245.40

Bank reconciliation:

Treasurers Account	£937.38
Less unrepresented cheques	£ Nil
Cashbook Balance	£937.38

7. PAYMENTS FOR APPROVAL

7.1 CLERK SALARY

Members are requested to approve the payments of **£400.95** to the Parish Clerk and **£9.60** to HMRC

Salary	£373.10
Less Tax	£9.60
Net Salary	£363.50
WFH allowance	£26.00
Mileage	£11.45
Expenses	
Total Due	£400.95

7.2 ICO

Members are requested to approve the payment of **£52.00** for the required annual Data protection fee

7.3 SUPREME GRASS CUTTING

Members are requested to approve the payment of £720 + £144 = **£864** [includes supplement from previous undercharge]

8. LHFIF UPDATE

9. APPLICATIONS TO THE COMMUNITY FUND

The Community Fund Advisory Group has recommended that the following grant is awarded by the Parish Council. Members will need to assess the application circulated and decide whether to approve the grant.

Broad Town Coffee Mornings - £836

8. WILTSHIRE COUNCIL BRIEFING NOTES

To note the correspondence from Wiltshire Council

There is no new correspondence.

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.