

# BROAD TOWN PARISH COUNCIL

Annual Meeting of the Parish Council – Monday 11<sup>th</sup> May 2026 at 6.30pm

## **PUBLIC PARTICIPATION**

### **A G E N D A**

#### **1. ELECTION OF CHAIR**

To elect a Chairman of the Parish Council for the year 2026/27

#### **2. ELECTION OF VICE CHAIR**

To elect a Vice Chairman of the Parish Council for the year 2026/27

#### **3. APOLOGIES**

To receive apologies for absence.

#### **4. 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 registrable interests.

#### **5. MINUTES**

To confirm as a true record the minutes of the Parish Council Meeting held on Monday 13<sup>th</sup> April 2026.

#### **6. CORRESPONDENCE**

#### **7. PLANNING**

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

##### **7.1 PLANNING APPLICATIONS RECEIVED**

<b>Application Number</b>	<b>Location of Development</b>	<b>Description of Development</b>
<b>PL/2026/02021</b> Consult by: 6/5/26	1 Bincknoll Farm Cottages, Royal Wootton Bassett, Swindon, SN4 8QT	Certificate of lawfulness (existing use) for continued residential use of No. 1 and No. 2 Bincknoll Cottages without complying with agricultural occupancy condition on a Register of Plans Deposited dated 24th June 1965
<b>PL/2026/02415</b> Consult by: 28/4/26	Land at No 34 Broad Town Road, Broad Town, Royal Wootton Bassett, SN4 7RB	Permission in Principle for Erection of 2No dwellings
<b>PL/2026/02360</b> Consult by: 20/5/26	Great Cotmarsh Farm, Cotmarsh, Broad Town, Swindon, SN4 7RA	Change of use of existing agricultural building to a heritage micro tannery.
<b>PL/2026/02414</b> Consult by: 25/5/26	Kennels and Cattery, Goldborough, Broad Town Road, Broad Town, Swindon, SN4 7QX	Erection of a new ancillary buildings for the kennels

## 7.2 PLANNING APPLICATIONS DETERMINED

<b>Application Number</b>	<b>Location of Development</b>	<b>Description of Development</b>	<b>Decision</b>
<b>PL/2026/01177</b>	14 BROAD TOWN ROAD, BROAD TOWN, SWINDON, SN4 7RB	Proposed Side and Rear Extension	Approve with Conditions
<b>PL/2026/01079</b>	The Fields, Broad Town Road, Broad Town, Swindon, SN4 7RB	Erection of additional storey	Prior Approval Granted with Conditions
<b>PL/2025/05351</b>	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.	Withdrawn by Applicant

## 8. BANK BALANCES AND BANK RECONCILIATION at 30.4.2026

### Balances:

Treasurers Account	£265.69
Capital Projects Account	£20,299.30
Community Fund	£11,357.09

### Bank reconciliation:

Treasurers Account	£265.69
Cashbook Balance	£265.69

## **9. PAYMENTS FOR APPROVAL**

### **9.1 CLERK SALARY**

Members are requested to approve the payments to Parish Clerk and to HMRC

### **9.2 PARISH COUNCIL WEBSITES**

Members are requested to approve the payment of £262.20 + 52.44 VAT = £314.64

### **9.3 COMMUNITY FIRST INSURANCE**

Members are requested to approve the payment of £321.01 for Year 2 of 3 insurance agreement

### **9.4 PAUL RUSSELL INTERNAL AUDITOR**

Members are requested to approve the payment of £175.00

### **9.5 SUPREME GRASS CUTTING**

Members are requested to approve the payment of £261 + £52.20 VAT = £313.20

## **10. INTERNAL AND EXTERNAL AUDIT 2025/26**

### **INTERNAL AUDIT REPORT**

Members are requested to approve the Internal Audit report

## **11. IT POLICY**

To review draft IT policy

## **12. WILTSHIRE COUNCIL BRIEFING NOTES**

### **To note the correspondence from Wiltshire Council**

Briefing Note 26-04, Crisis and Resilience Fund

## **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.**