

BROAD TOWN PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 13th April 2026 at 6.30pm
In the Village Hall

Present: Councillor R Pearce – Chair
Councillor S Hartley – vice Chair
Councillor B Davis

Officers: Caroline White – Parish Clerk

PUBLIC PARTICIPATION

There were three members of the public and Wiltshire Councillor Martin Denz present.

A resident reported that her dog had been badly injured on some barbed wire hidden along the public footpath at ground level at the field pathway leading up to Broad Town hill. Posts have long rotted leaving the wire exposed. The area has been identified and she asked whether the area could be incorporated into clearup, and whether landowners can have their obligations on footpaths enacted. It was noted that the PC understands that the field owner also owns the footpath and that the field has been sold by its non-local owner but it's not known to whom. The resident also mentioned another public right of way heading towards a farmyard which had a gate which was particularly hard to open.

Action: Councillor Pearce will look at the area and aim to speak to the adjoining farmer landowner to ask if anything is known, and post in the newsletter to remind landowners footpaths and fences alongside need to be maintained safely and also warn people with animals and children.

26/1 APOLOGIES

There were apologies from Councillor Rawlins.

26/2 DECLARATIONS OF INTEREST

There were no declarations of interest.

26/3 MINUTES

The minutes of the Parish Council Meeting held on Monday 9th March 2026, having been previously circulated were agreed as a correct record and were signed by the Chairman, Councillor Pearce.

26/4 CORRESPONDENCE

Grantscape has confirmed that they will not administer more than one Community Fund grant within financial year to avoid a repeat of being pushed into External Audit requirements.

Report of injury from barbed wire as above.

Flood scheme announced with Wiltshire Wildlife seeking natural flood management opportunities; a day consult cost of £250 to be divided between WC and BTPC.

Countrywide - quote sought for grass cutting and rejected at the moment. Supreme announced price rise but still more competitive.

Community Heartbeat have failed to reply to requests for our service contract invoice and Clerk will pursue again.

26/5 PLANNING APPLICATIONS RECEIVED

Application Number	Location of Development	Description of Development
PL/2026/01079 Comment by: 30/3/26	The Fields, Broad Town Road, Broad Town, Swindon, SN4 7RB	Erection of additional storey

The PC wasn't a consultee for this application; noted only.

26/6 PLANNING APPLICATIONS DETERMINED

Application Number	Location of Development	Description of Development	Decision
PL/2026/00155	28 Broad Town Road, Broad Town SN4 7RB	Formation of access to highway and associated hardstanding	Approve with Conditions
PL/2026/00894	Land at 34 Broad Town Road, Broad Town Road SN4 7RB	Erection of 1No dwelling	Approve

Noted.

Councillor Pearce noted that PL/2026/00894 was a former Green Square that had been sold off and a further one is currently being sold off at Redhills; Councillor Pearce asked Martin Denz if there is a WC policy or plan for the number of council houses that should be provided in Broad Town or are they able to sell them all off potentially? Who to enquire from @ WC? MD advised to write to him to pursue it and check himself.

26/7 BANK BALANCES AND BANK RECONCILIATION at 31.3.2026

Balances:

Treasurers Account	£94.99
Capital Projects Account	£14,856.94
Community Fund	£13,200.48

Bank reconciliation:

Treasurers Account	£94.99
Less unrepresented cheques	£ Nil
Cashbook Balance	£94.99

The cashbook and bank balances were noted.

26/8 PAYMENTS FOR APPROVAL

CLERK SALARY

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

SUPREME GRASS CUTTING

Members are requested to approve the payment of £130.50 + £26.10 = **£156.60**

WALC / NALC membership

Members are requested to approve the payment of £181.64 WALC plus £41.11 NALC subscription plus VAT £44.55 = Total **£267.30**

PICRIGHTS REUTERS USAGE PAYMENT

Members are requested to approve the payment of **£60** for use of an image on PC website in 2022.

ALL PAYMENTS Proposed by Councillor Hartley, Seconded by Councillor Davis and UNANIMOUSLY APPROVED

26/9 REVIEW AND ADOPT CODE OF CONDUCT

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

26/10 REVIEW AND ADOPT RISK ASSESSMENT

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

26/11 REVIEW AND ADOPT ASSET REGISTER

Amendments: shelter, storage container

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

26/12 INTERNAL AUDIT, CERTIFICATE OF EXEMPTION

The gross income and gross expenditure of the Parish Council does not exceed £25,000 in the account year ended 31 March 2026. The Parish Council can therefore exempt itself from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

Members are requested to resolve to exempt the Parish Council from a limited assurance review and complete page 3 of the Annual Return, accordingly.

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

26/13 TO AGREE DATE FOR VILLAGE TIDY-UP

Saturday 25th April Agreed. There will be refreshments provided!

26/14 TO AGREE DATE FOR ANNUAL PARISH MEETING

Tuesday 26th May Agreed.

Action : Clerk to write to all community groups asking them to attend and if they would be willing to provide a review of the last year and their plans for next year.

26/15 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.

Made in Broad Town ‘100’ Project - £1849

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

26/16 WILTSHIRE COUNCIL BRIEFING NOTES

Briefing Note 26-02: Revamp Your Tank
 Briefing Note 26-03 Service Devolution and Asset Transfer Policy

26/17 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 reported that the Parish Steward is to be changed, unfortunately.

It was noted that Whiteways road holes have been fixed twice this year but can only be done temporarily as badgers living there requires permissions.

Councillor Davies mentioned a microlight operating at unsocial hours causing a nuisance; Councillor Pearce will speak to the landowner when they are next seen out.

REVIEW OF ACTION POINTS

Person	Action	Notes
Clerk	Submit No objection to planning application	Actioned
	Clarify with Bumps and Beyond that repeat solar fund grants cannot be relied upon	Actioned
	Contact MO re protocol for declarations of interest	
	Research re-tendering for grass cutting service	No reply – to follow up and copy in Martin Denz Actioned
Cllr Rawlins	Research Anti bribery policies	Anti bribery already

	Follow up the plan to provide a ToR for PC Planning response protocol; to distribute reported findings to Cllrs	adopted. Details on planning still o/s
Chair	Speak to Queen Elizabeth Cottage to ask if they can cut their roadside hedge since it interferes with passing straw trailers and creates straw in road	Actioned
Chair and Parish Clerk	Add the gully in the Pye Lane lay by to the Wilts Council list of gullies. The Chair will document the location on the gully map.	Actioned
Chair	Investigate area with collapsed barbed wire fence and post article in newsletter	
Clerk	Invite community groups to Annual Parish Meeting	

Next Meeting Monday 11th May.

Meeting closed at: 1913

Signed: Dated:

Chairman, Councillor R Pearce