

BROAD TOWN **PARISH COUNCIL**

Parish Council Meeting – Monday 21st September 2026 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 10th August 2026.

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	Location of Development	Description of Development
PL/2026/04820 Consult by: 9/9/26	Bincknoll Cottage, Royal Wootton Bassett, Swindon, SN4 8QT	Proposed erection of new boundary wall and gates
PL/2026/05427 Consult by: 9/10/26	Church Farmhouse, Broad Town, Swindon, SN4 7RE	Erection of Four Stables with Store and Storage Building associated with the Existing Recreational Equestrian Use of the Land

Application Number	Location of Development	Description of Development
PL/2026/05361 Consult by:12/10/26	29 Broad Town Road, Broad Town, Swindon, SN4 7RB	Replacement of canopy to form an open sided barn (class E (b)) and associated works

5.2 PLANNING APPLICATIONS DETERMINED

Application Number	Location of Development	Description of Development	Decision
PL/2026/03226	Great Cotmarsh Farm, Cotmarsh, Broad Town, Swindon, SN4 7RA	Erection of a garage	Approve with Conditions

6. BANK BALANCES AND BANK RECONCILIATION at 31.8.2026

Balances:

Treasurers Account	£850.52
Capital Projects Account	£14,028.54
Community Fund	£17,522.29

Bank reconciliation:

Treasurers Account	£850.52
Cashbook Balance	£850.52

7. PAYMENTS FOR APPROVAL

7.1 SUPREME GRASS CUTTING INVOICE 17859

£426 + 85.20 VAT = £511.20

7.2 SUPREME GRASS CUTTING INVOICE 18039

£568 + 113.60 VAT = £681.60

7.3 WALC

£35.00 + £7.00 VAT = £42
Planning course for Clerk

7.4 CLERK SALARY

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

Members are asked to note the updated NALC Local Government Annual Salary Scales and approve clerk salary increase in line with revised pay agreement.

8. AGREE THE PURCHASE OF THE SOURCED METAL 'NO DOGS' SIGNS @ £78.52 inc VAT

9. DISCUSSION OF DEFIBRILLATOR REPLACEMENT

10. 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.

- 1) Community Coffee Mornings: £735
- 2) BT Social Club New Year celebration: £610

11. WILTSHIRE COUNCIL BRIEFING NOTES

To note the correspondence from Wiltshire Council

Briefing Note 26-15: Community Governance Review 2026/27

Briefing Note 26-16 Freight Action Plan Consultation

Briefing Note no. 26-17, Winter Resilience Support and Emergency Preparedness Update

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.

ACTION POINTS [previous month]

Person responsible	Action	Notes
Clerk	respond to the Facilities Survey	Y
Chair	research bespoke No Dogs sign design	
Clerk	ask grass cutting contractors to trim overgrown patch of land and include in regular cutting schedule	Y
Clerk	Inform Bumps&Beyond of grant decision	Y
Chair	Include HRC info in newsletter	
Clerk	write to the head teacher re defibrillator	Y – to be addressed in September by admin
Clerk	Send follow up email re Parish Steward	Y
Councillor Rawlins	Planning protocol	
Councillors Rawlins and Davis	Remove their address entries from the Register of Interests	