

BROAD TOWN **PARISH COUNCIL**

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

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

Officers: Caroline White – Parish Clerk

PUBLIC PARTICIPATION

There were two members of the public present.

It was reported that dogs are being allowed into the playground. Measures were discussed; it was noted that being private land means the dog warden will not get involved. CCTV was ruled out as pointless. Clerk to arrange more signs to make the message firmer.

26/45 APOLOGIES

There were no apologies.

26/46 DECLARATIONS OF INTEREST

There was a declaration of interest from Cllr Rawlins in item 5.1 Planning Application PL/2026/03259

26/47 MINUTES

The minutes of the Parish Council Meeting held on Monday 8th June 2026, having been previously circulated were agreed as a correct record and were signed by the Chairman, Councillor Pearce.

26/48 CORRESPONDENCE

Grantscape regular update requested and submitted.

The Parish Steward replacement is in progress but a steward should visit Broad Town on schedule as normal.

PEAS – councils are still required to have a flood plan in order to receive equipment but village has no current need, and grit bins have already been checked.

Audit confirmed complete by the external auditor and there will not be further notification.

Thanks were received from the PCC for the Community Fund grant.

Gully tanker and street cleaner visits promised, without a date [Cllrs / residents stated that both had visited within the last few weeks, so that is now superfluous].

The MO has altered rules for publishing Councillor addresses on the Register of Interests; Cllrs will remove theirs in their entry, or must state to the Clerk that they wish them to remain.

CIL record update submitted and accepted.

26/49 PLANNING APPLICATIONS RECEIVED

Application Number	Location of Development	Description of Development
PL/2026/03259 Comment by: 6/7/26 (extension granted)	The Close, Broad Town, Swindon, SN4 7RL	Single storey extension to the rear elevation
PL/2026/03520 Comment by: 13/7/26	The Fields, Broad Town Road, Broad Town, Swindon, SN4 7RB	Extension to dwelling

PL/2026/03259: Applicant Cllr Rawlins moved to the body of the hall and answered questions about the application but did not take part in the vote.
PC to submit No Objection

PL/2026/03520

PC to submit No Objection

26/50 PLANNING APPLICATIONS DETERMINED

Application Number	Location of Development	Description of Development	Decision
PL/2026/03033	Little Cotmarsh Cottage, Cotmarsh, Broad Town, Swindon, SN4 7RA	Single-storey extension	Approve with Conditions

Noted

26/51 BANK BALANCES AND BANK RECONCILIATION at 30.6.2026

Balances:

Treasurers Account	£737.74
Capital Projects Account	£17,314.58
Community Fund	£17,507.38

Bank reconciliation:

Treasurers Account	£737.74
Cashbook Balance	£737.74

The cashbook and bank balances were noted.

26/52 PAYMENTS FOR APPROVAL

26/52.1 CLERK SALARY

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

26/52.2 MICROSOFT 365 SUBSCRIPTION

Members are requested to approve the payment of £84.99 to reimburse Parish Clerk for Microsoft subscription renewal

26/52.3 WILTSHIRE COUNCIL SPEED REVIEW

Members are requested to approve the payment of £1689.59 as the agreed 25% contribution to LHF1G C415 Broad Town Road/ Marlborough Road 40mph speed limit

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

26/53 CLERK APPRAISAL

Following the appraisal carried out with the Clerk by the Chair and Vice Chair, Councillors are asked to approve a salary increment onto SCP 12 in the Local Government pay scales.

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

26/54 POTENTIAL DEFIBRILLATOR REPLACEMENT

Clerk to check replacement info from Community Heartbeat

Councillor Davis to enquire of school governors about moving the defib in the school to outside it, for access in non-school hours.

26/55 ADOPTION OF IT POLICY AS REVISED

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

26/56 WILTSHIRE COUNCIL BRIEFING NOTES

Briefing Note 26-07: Five-year Housing Land Supply and Updated Gypsies and Travellers' Accommodation Assessment

Briefing Note no. 26-08: Crisis and Resilience Fund Update

26/57 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.

Cllr Davis noted that the playground needs new equipment, updating; agreed by Councillors and residents. Grant possibilities mentioned, with some that need an organisation to have money in addition to any grant applied for. Solar Fund option discussed as the PC owns the playground and is bound to maintain it, therefore may not be able to apply for a grant. However extra equipment is not a 'core' provision; clerk to check rules with Grantscape.

ACTION POINTS

Person responsible	Action	Notes
Clerk	Obtain further No Dogs signs for play area Check defibrillator replacement information from Community Heartbeat Check Grantscape policy on PC applying for Community Fund grants for non-core PC activities.	
Cllrs Davis & Rawlins	Remove their address entries from the Register of Interests	
Cllr Davis	Approach school about relocating defibrillator	
Cllr Rawlins	Distribute findings for Planning response protocol to Cllrs	

ACTION POINTS [previous month]

Person	Action	Notes	Completed
Clerk	Upload Exercise of Public Rights to website Upload Parish Steward tasklist to website Enquire of Insurer the valuation assigned to clerk equipment		Y Y Y

Next Meeting Monday 10th August 2026

Meeting closed at: 1945

Signed: Dated:

Chairman, Councillor R Pearce