BROAD TOWN PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 10th August 2026 at 6.30pm
In the Village Hall

Present: Councillor R Pearce – Chair and note-taker
Councillor S Hartley – vice Chair
Councillor B Davis
Councillor J Rawlins

Officers:

PUBLIC PARTICIPATION

There was one member of the public present, and Wiltshire Councillor Martin Denz was also present.

26/58 APOLOGIES

Apologies have been received from the Parish Clerk Caroline White.

26/59 DECLARATIONS OF INTEREST

There were no declarations of interest.

26/60 MINUTES

The minutes of the Parish Council Meeting held on Monday 13th July 2026, having been previously circulated were agreed as a correct record and were signed by the Chairman, Councillor Pearce.

26/61 CORRESPONDENCE

Wiltshire Local Plan is calling for sites. A site was discussed but it was agreed that without a Neighbourhood Plan in place there was not the authority for additional housing. Councillor Denz said that Wilts Council was thinking more along the lines of creating new towns rather than piecemeal infill.
Councillors reviewed the Settlement Facilities Survey and agreed that it should be corrected for Broad Town to show 'Yes' for the 'Children's/youth play area'.
Community Heartbeat had replied the provided the cabinet is in good condition with no water/condensation and no rust then there is no need to replace it.
ICO will be collecting a DD of £52 (less £5) on 17/9.
The specification of additional No Dogs signs was discussed and the Chair agreed to research a combination of the 2 types to assess the cost.
The photo of the overgrown area at Redhills was discussed and it was agreed that the contractors will be asked to strim the area with a view to including it in the mowing schedule.

Action: Clerk to respond to the Facilities Survey
Chair to research bespoke No Dogs sign design.

Clerk to ask grass cutting contractors to strim overgrown patch of land and include in regular cutting schedule

26/62 PLANNING APPLICATIONS RECEIVED

None

26/63 PLANNING APPLICATIONS DETERMINED

Application Number	Location of Development	Description of Development	Decision
PL/2026/02860	53 Redhills, Broad Town, Swindon, SN4 7RD	Two storey extension to existing residential property and associated external works. Additional works include the provision of a new parking and turning area with associated new access onto the public highway.	Approve with Conditions
PL/2026/03259	The Close, Broad Town, Swindon, SN4 7RL	Single storey extension to the rear elevation	Approve with Conditions
PL/2026/02021	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	Approve

Noted

26/64 BANK BALANCES AND BANK RECONCILIATION at 31.7.2026

Balances:

Treasurers Account	£545.64
Capital Projects Account	£15,321.71
Community Fund	£17,514.61

Bank reconciliation:

Treasurers Account	£545.64
Cashbook Balance	£545.64

The cashbook and bank balances were noted.

26/65 PAYMENTS FOR APPROVAL

26/65.1 CLERK SALARY

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

26/65.2 WESTCOTEC

Members are requested to approve the payment of £197.50 + £39.50 = £237.00 for additional pole brackets for SID use

26/65.3 SUPREME GRASS CUTTING

Members are requested to approve the payment of £426 + £85.20 = £511.20

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

26/66 APPLICATIONS TO THE COMMUNITY FUND

The Community Fund Advisory Group has a split view on recommendation of the following grant, and final decision will rest with the Parish Council. Members will need to assess the application circulated and decide whether to approve the grant.

Bumps and Beyond toddler group: £1250

Councillors debated this issue and reviewed the history of past grants and their purpose together with details of group numbers from both this and the last application. The reduction of the fee over the last year coupled with the occasional advertising (as a consequence of the previous grant) appears not to have resulted in an increase in group numbers. It was also felt that the majority of the local community is not able to benefit from this grant which is the primary aim of the grant system. The Council concluded that without the grant the subs would revert to £3 per family which is not considered to be an onerous sum for 2.5 hours child activity. **The grant application was therefore denied**.

26/67 WILTSHIRE COUNCIL BRIEFING NOTES

These are all available for viewing on the Parish Council website
Briefing Note 26-09: Update on the Future Energy Landscapes (FEL) project: exploring community-owned renewable energy
Briefing Note 26-10: Neighbourhood Planning Update July 2026
Briefing Note 26-11 National Scheme of Delegation of Planning Functions (NSD)
Briefing Note 26-12: Get Wiltshire Walking
Briefing Note 26-13: Wiltshire Community Air Network (WCAN) PM2.5 project update
Briefing Note 26 - 14, Wiltshire Council Waste Services Update July 2026

The PC noted the introduction in October of the National Scheme of Delegation of Planning Functions which removes the ability of unitary councillors to call in a planning application to be considered by committee. Martin Denz outlined how the process will work which will rely on the unitary councillor discussing planning applications with the Wiltshire director of planning prior to the decision being made.

26/68 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 Hartley asked for the introduction of the Household Recycling Centre appointment system to be publicised in the newsletter.

Cllr Davis said that we have had a positive contact with the school regarding repositioning the defibrillator from inside the school to the outside of the school. The Clerk will write to the head teacher confirming this request and that the PC will take on the maintenance costs, and asking for Local Education Authority contact details in order to seek approval for installing it on the building. Also ask for information on the make, model and age of the equipment and how often it is charged.

Still no contact from the Parish Steward and no confirmation that they either attended in July or what work they did. The Clerk will send a follow up email asking them to make contact to discuss the priorities when they next attend the village (probably September) and asking it they could send before and after photos to confirm work done.

ACTION POINTS

Person responsible	Action	Notes
Clerk	respond to the Facilities Survey	
Chair	research bespoke No Dogs sign design	
Clerk	ask grass cutting contractors to strim 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**
Clerk	Send follow up email re Parish Steward	**Y**

ACTION POINTS[previous month]

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.	Chair is investigating options Done Done
Cllrs Davis & Rawlins	Remove their address entries from the Register of Interests	
Cllr Davis	Approach school about relocating defibrillator	Done
Cllr Rawlins	Distribute findings for Planning response protocol to Cllrs	

Next Meeting Monday 14th September 2026

Meeting closed at: 1925

Signed: …… Dated:

Chairman, Councillor R Pearce