

GREAT BEDWYN PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

HELD ON 16th OCTOBER 2025 7.30PM

IN GREAT BEDWYN VILLAGE HALL

Present: Cllr B White (Council Chairman), Cllr P Angus, Cllr P Sims, Cllr J Sheerin. Clair Wilkinson (Parish Clerk).

1009.25 - 01. Welcome and public participation.

The drains on Castle Road are blocked after highways re-surfacing work. The Clerk is to contact WCC Highways regarding the problem. The quality of the work is not considered suitable as well. To also ask whether the closure of Browns Lane for the contractors to work was approved as they blocked surrounding roads causing issues for buses and drivers.

It was asked if the Parish Council would issue a public statement showing where they felt new white lines would be of benefit before any areas were confirmed. It was agreed that this would be done. It was noted that Wiltshire Council would need to approve these locations.

A Cllr suggested that perhaps Wiltshire Police could attend the parish one day and ticket vehicles parked illegally so that the messages is sent around careless or dangerous parking.

It was raised that its hard to get a bus into Marlborough in the afternoon. Have to use the school service which is unpleasant. Would still like the original bus service back in place.

Also hard to get the Marlborough market on a Saturday. The regular schedule is 10.00 and 12.00 noon. The Clerk will email Wiltshire Connect to see if this can be improved.

The Clerk is to ask Cllr H Cooper for an update on the public meeting for public transport issues.

1010.25 – 02. Apologies for absence and vote to approve them.

Cllr D Cooper, Cllr H Cooper and Cllr Thomspson were away. Cllr Shill had a work commitment and Cllr Sanday and Cllrs Withanachichi were unwell.

A proposal was made to accept these apologies given with the reasons stated. The proposal was seconded and all Cllrs were in favour.

1011.25 – 03. Declarations of interest. None

1012.25 – 04. Approval of Minutes from 4th September 25

The minutes of the meeting of 4th September 2025 were proposed as accurate. The proposal was seconded and all Cllrs were in favour.

1013.25 – 05. Review of action points from last meeting (completed items in grey)

Owner	Minute ref	Action
Clerk	785.24 – 20	Add planning decision making process and check list to next agenda.
Cllr Sheerin	849.24 -31	Cllr Sheerin to email the council with information on the skills and knowledge sharing event
Cllr H Cooper	878.24 – 24	Talk to Steve Smith and PCAP about provision needed to tie in with trains. Share any information found on community car shares.

Chairmans Signature.....

Full Council 16.10.25

Owner	Minute ref	Action
Cllr Angus	895.24 – 12	Cllr Angus to create the spec needed for the connection of Xmas lights to the WCC bollard and also the spec for an electrician for install. DONE.
Clerk	900.24 – 17	To look for other types of leave policy such as carers leave.
Clerk, Cllr Shill and Cllr White	905.24 – 22	Cllr Shill and Cllr White to work on PC surgeries and local organisation needs and bring back to May meeting. Move to Sept
Clerk	937.25 – 27	Invite someone from North Wessex Downs to a council meeting once consultation and plan complete.
Clerk	938.25 – 28	Add to July agenda to see how the surgery will work and how often meetings at school. Moved to Sept
Clerk	956.25 – 14	Submit forms to WCC for Xmas lights when completed and do a risk assessment for putting up/taking down the lights. May not be needed now.
Clerk	966.25 – 24	Twice a year handyman to review all physical assets and do any easy repairs
Clerk	967.25 – 25	Do ACV for 3 Tuns pub
Clerk	971.25 – 29	See if police can use our SID information to visit GB more often
Cllr Sims	971.25 – 30	To see if the newer SID is downloading information ok DONE. Needs the code.
Clerk	975.25 – 33	Arrange for suggestion box at surgery to be brighter.
Clerk	978.25 – 36	To make arrangements to employ a second handyman as a contractor DONE
Clerk	979.25 – 38	For Sept agenda: Move to Oct. Bin outside PO always overflowing. Ask if WCC can empty more often.
Clerk	981.25 – 01	Add budget item for traffic survey to be carried out in the village Ask LGFIG about new white lines. Ask WCC about re-painting white lines Add to Oct agenda where white lines could be added. DONE Ask WCC if they will move their dog waste bins Add bins to Oct agenda – larger bins or new bins To ask RFO for current asset list of bins. DONE Check GBPC website for bus timetable item not working – Home page DONE
Clerk	986.25 – 06	Get dog waste info from Tactical Facilities and let Bedwyn News know. CLOSING ITEM AS NO RESPONSE.
Clerk	992.25 – 12	Ask the RFO for annual allotment water costs at another PC. Add to future agenda to consider adding water costs to lease to cover the overheads of setting up and/or providing water. DONE
Clerk	995.25 – 15	Get quotes for strimming of the allotment site and also costs for black plastic sheeting. Ask RFO to calculate the total site area that needs strimming/covering. DONE. Handyman to do the work.
Clerk	996.25 – 16	Check £10m public liability, try to locate a contractor to install the lights.
Clerk	1000.25– 20	Ask LHFIFG/WCC about re-painting white lines or adding new white lines. Are the enforceable? – check Check emergency access requirements for 999 vehicles
Clerk	1001.25– 21	Add parking provisions to next agenda. Where could extra parking be added? DONE

Chairmans Signature.....

Full Council 16.10.25

Owner	Minute ref	Action
Clerk	1002.24-22	Add to Oct agenda where to place SIDS next and for how long. DONE

1014.25 – 06. CONFIDENTIAL ITEM. To vote that item 27 of the agenda should be held as a confidential item as it contained personal information relating to an individual.

A proposal was made that this agenda item be held in private session. The proposal was seconded and all Cllrs were in favour.

1015.25 – 07. FINANCE To approve the council's bank reconciliation carried out since the last council meeting.

A proposal was made to approve the bank reconciliation as accurate and complete. The proposal was seconded and all Cllrs were in favour.

1016.25 – 08. FINANCE. To review the draft budget and precept for 26/27.

Items suggested for changes were:

Include a £3000 budget for flood prevention work

Include a £3000 budget for a professional survey of traffic and parking

Include a £3000 budget for a professional survey for an accessible public toilet

Include a £3000 budget for the new loneliness project.

Retain a £1000 budget for communications.

A query for the RFO over the "Village Maintenance and Other Grants" which has been set at zero. What was this for originally?

All other draft figures were agreed on. To be reviewed further at the November meeting, with the RFO in attendance.

A proposal was made that the additions and amendments above be added to the draft budget and then reviewed again at the Nov 25 meeting. The proposal was seconded and all Cllrs were in favour.

1017.25 – 09. FINANCE. To look at current CIL levels and how to allocate them.

All costs for the Xmas lights will be allocated to CIL funds.

The movement of £7898.00 allocated funds for playgrounds back to CIL to show correct accounting was noted.

A proposal was made that the above changes be made to the CIL funds. The proposal was seconded and all Cllrs were in favour.

1018.25 – 10. TRAVEL & HIGHWAYS. To look at the comms from Wiltshire Council with regards to a fund for bus stop improvements.

A proposal was made that Cllr Sheerin and Angus will do a survey of the bus stops in the parish and report back for what changes can be suggested to WCC. The proposal was seconded and all Cllrs were in favour.

The Clerk will add an item to the November agenda to review the proposals.

1019.25 – 11. TRAVEL & HIGHWAYS. To review and vote on where GBPC can request additional white lines from Wiltshire Council.

No suggestions made for new white lines currently. WCC should be asked to re-paint all existing white lines.

To investigate whether we can pay for the WCC traffic warden to attend the parish one day?

It was confirmed that adding new yellow lines would need to go to LHFIG (Local Highways and Footpaths Improvement Group) at WCC.

To ask Wiltshire Police to come and look at dangerous junctions and give advice. Cllr Angus will draft a letter for the Clerk to send.

1020.25 – 12. TRAVEL & HIGHWAYS. To review any extra parking that could be created.

The far end of the train station was suggested however it was not sure if there was enough room for vehicles to turn safely. The triangle of land at the other end of the station has too many underground utilities.

Could the Wharf be opened up for public parking? Where there is additional parking behind the gate.

Is the land at the end of Frog Lane owned by the Manor? Cllr Sheerin will make enquiries.

Can we encourage car sharing? Could someone start a Whatsapp group which could be published at the station carpark?

Could the land near the play area be used if the Village Hall committee agreed.

This item will be added to the November agenda for further consideration.

1021.25 – 13. TRAVEL & HIGHWAYS. To discuss any SID movements.

It was decided the Jockey Green SID would stay on site as that is the heavier device to move. The code is needed for the newer device to download the data. Costs of £250.00. To be added to next agenda.

Suggested we use Brook St as a new location. Cllr Sims is going to get the What3Words location and the Clerk can ask WCC for permission. There is an existing pole that could be used.

The next movement will be to Church St which will happen in November.

Cllr Sims will download the data first.

1022.25 - 14. ALLOTMENTS. To approve the handyman removing the 2 internal hedges from plot 99B.

A proposal was made to approve the handyman doing this with tools hired in for that purpose. The proposal was seconded and all Cllrs were in favour.

1023.25 – 15. ALLOTMENTS. To approve plot 107AA adding a fruit cage to their plot.

A proposal was made to approve the addition of a fruit cage. The proposal was seconded and all Cllrs were in favour.

1024.25 – 16. ALLOTMENTS. To approve plot 106D removing a damson tree and planting a fig tree.

The Clerk will contact the landowner to make sure they have no objections.

A proposal was made to approve the removal and addition of the tree subject to the landowner having no objection. The proposal was seconded and all Cllrs were in favour.

1025.25 –17. ALLOTMENTS To vote on using council funds to either strim or cover unused plots with black plastic for weed suppression.

A proposal was made for the handyman to strim down any vacant plots and cover in black plastic. The Clerk will arrange for this to be done. The proposal was seconded and all Cllrs were in favour.

1026.25 – 18. ALLOTMENTS To vote on what action to take on 3 tenants who had been given 4 week notice letters to improve their plots.

A proposal was made to give the Clerk delegated power, in consultation with the RFO and Cllr Thompson to make all of these decisions on behalf of the council. The proposal was seconded and all Cllrs were in favour.

1027.25 – 19. To note any update on Xmas lights. Cllr Angus.

Currently won't need an electrician as the sockets are in place. Don't need WCC permission as the lights don't go over the highway and are not 200 metres to traffic lights. SSE have approved and we can connect to their supply. Need to find a supplier who we can set up an account with. They will charge us based on the wattage of the bulbs. Expected to be around 2p per week. Waiting to hear back. The lights have been ordered. Will need help from Cllrs or volunteers to put them up.

1028.25 – 20. To vote on the updated councils IT policy.

A proposal was made to approve the updated IT policy. The proposal was seconded and all Cllrs were in favour.

1029.25 – 21. To vote on the response to WCC for planning application PL/2025/06278 Erection of a garden room with a w/c/shower to make an extra bedroom for teenager for now and a garden office in the future. 2 Coster View, Great Bedwyn

A proposal was made that Cllrs who have planning responsibilities will report back to the Clerk on their views and the Clerk will submit the relevant response to WCC based on the feedback given. The proposal was seconded and all Cllrs were in favour.

1030.25 – 21. To discuss and vote on what action to take for the bin outside the Post Office.

This item was moved to a future agenda. The Clerk will ask WCC for options.

1031.25 – 22. To discuss and vote on whether extra bins, or larger bins are needed in the parish.

The Clerk will ask what the biggest bin is that WCC will empty and whether WCC will empty the bins more often. To also get costs of larger bins. To be added to a future agenda.

1032.25 – 23. COMMUNICATIONS. To discuss any actions for the following.

- Outreach PC surgeries at the school in September. How will this work and how often should the council provide this extra service. Cllr Shill is still talking to the school.
- PC to write to organisations locally asking them what their needs for the coming year were. Cllrs Shill and White to provide an update.

A proposal was made that the Clerk write to local groups and businesses asking how the PC can assist in 26/27. To be reviewed at a future meeting. The proposal was seconded and all Cllrs were in favour.

The Clerk is to also ask if this can go in the Parish News.

1033.25 – 26. To review any comments in the suggestion box at the Drs surgery.

There were no items to review.

1034.25 – 27. Playground update if required.

No report.

1035.25 – 28. CONFIDENTIAL ITEM. New handyman

A proposal was made to offer the role of part-time self-employed handyman to Andrew Napier. The proposal was seconded and all Cllrs were in favour.

The Clerk will obtain references and make the offer.

1036.25 – 29. Finance report

There were no comments or issues with the finance report shown below.

Great Bedwyn Parish Council Finance Report 9th October 2025					
Payments Since Last Meeting					
Date	Payee	Description	Gross £	VAT £	Net £
31/08/2025	Unity Trust Bank	Monthly service & transaction charges	7.65		7.65
09/09/2025	PKF Littlejohn	External Audit 2025-26	252.00	42.00	210.00
09/09/2025	One Stop Promotions Ltd	Red, white & blue PVC bunting	310.50	51.75	258.75
16/09/2025	Lloyds Bank	Unity card. Monthly fee, hi-vis vests, safety cones x4, printer ink, land registry fee and 2 defib signs	110.16	9.95	100.21
23/09/2025	CPA Horticulture	Play Bark	920.02	153.34	766.68
23/09/2025	WALC	Cllr Thompson training courses x 3	57.60	9.60	48.00
25/09/2025	Staff	September salaries	590.30		590.30
25/09/2025	HMRC	September payroll Tax/Ni	141.40		141.40
26/09/2025	Tactical Facilities Management Ltd	Sept grass cutting and bin empties	488.77	81.46	407.31
26/09/2025	Great Bedwyn Parish Council	Internal transfer current to savings a/c	12,000.00		12,000.00
26/09/2025	The National Allotment Society	Annual Membership	85.00	14.00	71.00
26/09/2025	Handyman	June, July & Aug handyman hours & expenses	145.87		145.87
30/09/2025	Unity Trust Bank	Monthly service & transaction charges	7.65		7.65
09/10/2025	DCK Accounting	Sept payroll	37.80		37.80
		Total	15,154.72	362.10	14,792.62
Bank Reconciliation at 9th October 2025					
			£	£	
Balance b/fwd at 26 Aug 2025			49,867.27		
Receipts			27,922.29		
Payments				15,154.72	
Balance c/fwd 9 Oct 2025				62,634.84	
			77,789.56	77,789.56	
Balance per bank statements					
TSB Business A/c	51634	09/10/2025	175.00		
TSB Saving A/c	7018306	09/10/2025	77.45		
Unity Business A/c	20460060	09/10/2025	3,586.36		
Unity Savings A/c	20482873	09/10/2025	58,941.90		
			62,780.71		
Less unapproved payments					
	OLB 65	145.87			
			145.87		
Balance at 9 Oct 2025				62,634.84	

1037.25 – 30. Items for the next agenda.

- Hedges and tidying the parish. Add to the village pride issue.

Chairmans Signature.....

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- Loneliness project
- SID update
- Finish Xmas tree project

The meeting closed at 21.05

Date of next meeting: Thursday 20th November 2025 Village Hall Legion Room at 7.30pm, there will be an informal discussion from 7.00pm.

Action Points

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Full Council 16.10.25

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Clerk	1009.25 – 01	Report Castle Road re-surfacing issues to WCC Report issues getting to Marlborough market on Saturdays to Wiltshire Connect Ask Cllr H Cooper for update on public transport meeting plans.
Clerk	1016.25 – 08	Ask the RFO where the figure for village maintenance and other grants” has gone to and why its now zero. Advise the RFO of the other suggested changes to the draft budget.
Clerk	1017.25 – 09	Advise RFO that Xmas lights total fund can be taken from CIL.
Clerk	1018.25 – 10	Add agenda item to Nov for looking at bus stop improvement suggestions.
Cllrs Sheerin and Angus	1018.25 – 10	Do an inspection of all parish bus stops and suggest improvements where the PC can request WCC do the work from the budget funds available in 2026
Clerk	1019.25 – 11	Get update from WCC on re-painting all of GB’s white lines Ask WCC if GBPC can pay for a traffic warden for the day Ask Wilts Police if they can visit to look at dangerous junctions and give advice
Cllr Angus	1019.25 – 11	Write a draft letter for Wilts Police to visit for the Clerk to send – ref item above
Clerk	1020.25 – 12	To see if anyone has ideas on a car sharing Whatsapp group. Add to Bedwyn News. Ask the Village Hall committee to discuss using land near the play area for parking Add to Nov agenda for updates.
Cllr Sheerin	1020.25 – 12	To make enquiries as to who owns the land at the end of Frog Lane
Clerk	1021.25 – 13	Add payment of £250 to Pandora for SID code to next agenda Clerk to ask WCC if the device can be added to a pole on Brook St
Cllr Sims	1021.25 – 13	Get W3W location for the new proposed SID site on Brook St for the Clerk. Download the data on the SID before its moved to Church St.
Clerk	1022.25 – 14	Arrange for handyman to remove 2 internal hedges
Clerk	1024.25 – 16	Ask the landowner if the damson tree can be removed.
Clerk	1025.25 – 17	Arrange for the handyman to strim and cover vacant allotment plots
Clerk	1026.25 – 18	Work with RFO and Cllr Thompson on decision for 3 plots that needed improvement.
Clerk	1028.25 – 20	Add updated IT policy to the website
Clerk	1029.25 – 21	Ask planning Cllrs for their views on PL/2025/06278 and reply to WCC
Clerk	1030.25 – 22	Add Post office bin issue to next agenda and ask WCC for options
Clerk	1031.25 – 23	Ask WCC what the largest bin is that they empty and whether WCC will empty them more often. Ask Tactical Facilities for larger bin costs.
Clerk	1032.25 – 24	Send out letters to local groups and businesses for 2026/27 assistance. Ask if it can be added to the next Bedwyn News.
Clerk	1035.25 – 28	Arrange for contract to be agreed with new handyman
Clerk	1036.25 – 29	Add items for the next agenda to the Nov agenda.