

# WANBOROUGH PARISH COUNCIL



Minutes of a meeting of WANBOROUGH PARISH COUNCIL held at  
Village Hall, High Street, Wanborough  
on Monday 23<sup>rd</sup> March 2026 at 7pm

**Cllrs present:** Kathy Glanville (Chair), Richard Bellamy, John Emmins, David Hayward, Omar Mirza, Colin Offer, Gary Sumner, John Warr.

**In attendance:** Laura Evans (Clerk) and two members of the public

**Minute Ref: FC/26.03/26**

## 1. Apologies

None received.

## 2. Declarations of interest

Cllr David Hayward declared an interest in Agenda item 17 as he is an allotment plot holder.

## 3. Minutes

**Resolved:** The minutes of the ordinary meeting held on Monday 23<sup>rd</sup> February 2026 were approved and signed as a true record.

## 4. Review of Action List from Previous Meeting

The Clerk's action list was reviewed, and it was noted that two action points remain outstanding:

- Foxhill–Gallops Verge: Cutting of the verge is ongoing. The Parish Council is awaiting an assessment from the contractor before further action can be taken.
- Kite Hill: The footpath requires clearing, and a letter is to be issued to the Kite Hill landowner, as the obstruction appears to be caused by garden materials being tipped onto the path. The contractor will be arranged to carry out a one-hour clearance.
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## 5. Public Questions

The meeting adjourned to allow questions from the public at 7:05pm

The resident thanked the Parish Council for arranging the cutting of the allotment hedge and asked whether a skip would be provided, as plot holders have begun clearing their plots. The Clerk confirmed that the Assistant Clerk will arrange delivery of a skip and will notify allotment plot holders once a date is confirmed.

Clarity was required regarding the allotment hedging and tree scheme from Wiltshire wildlife Trust (WWT)- The lead from WWT has parked the suggestion until the fencing works are complete.

Concerns were raised regarding the footpath between Manor Orchard and Chapel Lane after an elderly resident fell due to the steep gradient and the absence of a handrail. As this route is frequently used by elderly residents, it was requested that the Parish Council investigate the possibility of replacing the handrail. This matter will be added to the next FVMA agenda.

Concerns were raised regarding drug use in and around the church car park. This matter will be reported to the PSCO. Residents are encouraged to report any incidents directly to the police via 101 or anonymously through Crimestoppers.

The meeting re-adjourned at 7:16pm

## 6. Finance

- Resolved:** Cllr Gary Sumner proposed acceptance of the orders of payment for March, seconded by Cllr John Warr, and unanimously agreed.  
Cllr Gary Sumner raised concerns regarding locating the litter hoops at Hooper's and highlighted that the condition of the storeroom was unsafe.  
**Resolved:** Cllr Richard Bellamy proposed that the clubs be given two months to clear the room, as each club has its own storage facilities. Cllr Gary Sumner seconded the proposal, and was unanimously approved.

- b. **Resolved:** The meeting received and considered the Financial Report and no questions or queries were raised.

## 7. Report from Swindon Borough Council (SBC) Ward Councillor

The meeting received and considered the Ward Councillor report. This is attached to the minutes in appendix 2.

Litter Picks – Cllr John Emmins suggested that the cost of removing any litter collected should be reported in the Lyden, so that residents are aware of the costs involved in keeping the village clean.

A resident of Church Road raised concerns about vehicle speeds in the area. If supported by the Ward Councillor, this will be added to the works programme and considered for next year's budget. Data from the SID will need to be downloaded to support this.

An email was received regarding the accessible play area in Redlands, noting that Bellway has only provided one piece of accessible equipment. The Parish Council may wish to consider approaching the management company to suggest the addition of further accessible equipment in the future. The Parish Councillors also discussed whether WPC should explore providing an additional accessible piece themselves.

For the next edition of the Lyden, the Parish Council will include a reminder to residents, particularly those in Manor Orchard, to avoid parking on pavements, as this prevents wheelchair users and pedestrians from safely passing.

## 8. Reports

To receive and consider minutes, reports and recommendations from the following councillors, officers, committee and working party meetings, including any decisions taken under delegated authority:

- a) Clerk's update – The Clerk's report was circulated prior to the meeting and was noted. Photographs were included in the report relating to the letter sent to a resident in Warnage Green. The images show that vans are struggling to navigate the road due to parked vehicles, which is causing damage to the green. Notably, one of the vehicles involved was a Thames Water lorry, and another was an SBC vehicle. It was also noted that this is not the only area of damage within Warnage Green, and the meeting agreed that 30–40 letters should be delivered to all residents of Warnage Green regarding the ongoing damage to the verges.
- b) Chairs update – The recent playpark inspection has been completed. All items were assessed as either very low risk or low risk, except for the bouncer at Church Meadow, which was highlighted as a moderate risk. The Clerk will contact the play company that installed the equipment to seek general advice on the expected lifespan of the springs, future maintenance requirements, and any recommended actions.

## 9. Staffing Update

Handyperson- The Clerking Team and Staffing Committee wish to hold the informal chat with the applicant, should the informal chat not proceed further, Cllr Gary Sumner proposed that delegated, along with the Clerk and the Staffing Committee, to progress the matter to a wider audience if needed. This was seconded by Cllr Richard Bellamy, and was unanimously agreed.

## 10. Correspondence

To receive for information only a list of correspondence circulated between Monday 23rd February and Friday 20<sup>th</sup> March 2026. Noted

## 11. Planning

- a) **To consider the following planning applications received from SBC awaiting comment:**
  - i. S/HOU/26/0320- Roseveare, Ham Road, Liddington Swindon SN4 0HH- Demolition of side extensions and outbuildings, roof raised to create 1st floor with 2 storey front, side and rear extensions and single storey rear extension.  
**Resolved:** The meeting agreed there were no objections to this proposal.
  - ii. S/HOU/0315-Little Thatch, High Street, Wanborough Swindon SN4 0AE- Erection of a new self-build dwelling to replace the existing detached annexe and garage to Little Thatch.  
**Resolved:** The Parish Council is neutral to this proposal due to the following;

The only consideration was that the property is a building of significance within a conservation area. Further information is required regarding the suitability of the proposed access, including advice from the Conservation Officer on whether the proposal would adversely affect the significance of the heritage asset. Additional concerns were raised relating to the access route, the ability for emergency vehicles and deliveries to reach the property, and the sight lines for vehicles entering or exiting the site.

Cllr Gary Sumner informed the meeting that the following application has been re-submitted: **S/HOU/26/0193** – St Fillins – Proposed demolition of the existing shed, erection of a garage/workshop, and creation of a new vehicular access and driveway.

**Resolved:** The Parish Council agreed to object to this proposal on the grounds that the proposed vehicular access would emerge directly into existing traffic-calming measures, creating a dangerous access point. The Parish Council requests that SBC Highways undertake a site visit to assess the safety of the proposed access.

**b) To note applications determined by SBC since previous meeting.**

The meeting noted that no applications determined by SBC had been received.

**12. Street Naming Invitation**

An invitation was received from Swindon Borough Council seeking input from Parish Councils, community organizations, and heritage groups to suggest street names for upcoming developments in Swindon. The aim is to ensure new street names reflect the rich history, culture, and identity of local communities, celebrating significant historical figures, events, landmarks, geographical features, and cultural heritage. Cllr Gary Sumner confirmed that six suggestions were given for the Lotmead Phase 2 in February 2025.

**13. Strategy Committee Recommendations**

The Strategy Committee reported that no major changes were required, with only minor amendments proposed. Councillors approved progressing to the next stage of the strategy review. Cllr Gary Sumner proposed that the draft strategy be included in The Lyden and published on Facebook to support a public consultation. Each committee will receive a pinned item to consider whether their work aligns with the strategic plan for the village.

A submission will be prepared for the May edition of The Lyden, to coincide with the first week of the election period. The same information will be shared on Facebook and highlighted at the Annual Parish Assembly. The consultation will run from 1st May to 31st May.

**14. Active Trails**

The meeting was updated regarding the meeting held with the lead of Swindon Active Travel Choices on 4<sup>th</sup> March 2026 regarding including Wanborough in the Swindon Active Trails programme and explore opportunities for partnership and resident engagement. The route chosen by Swindon Active Travel Choices is the blue route taken from the Wanborough website. Concerns were raised regarding the route due to lack of footpaths in some areas. The Clerk to contact the Lead and request a copy of the draft route. Cllr David Hayward requested that the Country Code be included in the leaflet and to work with the Lead regarding the trial.

**15. Foxhill Motorcross**

An email was received regarding the proposed road closure from 17th–20th July, affecting the section between The Burji and Callis Hill. Concerns were raised that the protected verges may be damaged as a result. Cllr Gary Sumner will contact Streetwise to confirm whether they are satisfied with the arrangements and to emphasize that no parking should take place on the verges. The Parish Council will seek further advice from SBC, including clarification of the Traffic Management Plan.

**16. Tennis Court Maintenance**

The meeting considered a 50% contribution to the cost of the court maintenance. There is a fund that has been budgeted for in the coming year, but this is for all clubs at Hooper's; however, it was agreed to await the formation of the new Council and defer the item to be brought back for consideration by the new Council

### **17. Allotment Update**

The quotation for the part-fencing of the allotments was deferred as the required information was not yet available.

A brief update was provided regarding the meeting with the Chair of Covingham Parish Council concerning the draft Partnership Agreement. It was confirmed that Covingham PC would not consider any funding contributions to the allotments until the Partnership Agreement is formally in place. The amendments discussed at the meeting have been made and issued to the Chair of Covingham PC. Once the revised document is returned, it will be circulated to all Councillors.

**Cllr Richard Bellmany gave apologies and left the meeting at 8:53pm**

### **18. Bench Request**

Cllr David Hayward provided an update following contact with the Woodland Trust and confirmed that they are unable to support the request for a bench in recognition of a former councillor. The Clerk will update the resident accordingly.

### **19. Interim Internal Audit Report**

The meeting received and noted the Interim Internal Audit Report from Auditing Solutions. Assertion 10 was raised on the report regarding the need to have a.gov.uk based email address and website. The suggestion was made by Cllr John Warr to reinstate the IT sub-committee group to help with this.

Cllr Omar Mirza congratulated the Clerk on the audit.

### **20. Annual Parish Assembly**

The Annual Parish Assembly will be held on 20<sup>th</sup> April 2026. Posters advertising the assembly will be displayed along with sharing this on Facebook.

The meeting closed at 9.09pm

## Ward Councillor update March 2026:

**Litter Picking:** A led a weekday litter pick last week with some other residents (we supplied the Parish equipment). A great haul on Wanborough Road to Covingham and at Pack Hill and the SCR end of The Marsh. Worth noting that stronger bin bags might be helpful.

**Highways:** The pothole at Lotmead was finally filled to coincide with a drop-in meeting hosted by Vistry at their site office with SBC in attendance. The contact I now have for Vistry will supply a list of expected roadworks on the Wanborough Road so that residents know what to expect and when.

**Planning Enforcement:** The planning enforcement manager has left the council.

### Footpath 44 – response from Martin Fry:

With regard to the outstanding works on Public Footpath 44 Wanborough, I have previously agreed with the landowner that SBC would complete the necessary works. I was expecting a contractor to be on site last autumn to construct a nearby footbridge and complete these works at the same time. However, that footbridge was one of three in a package of works and the other two footbridges were delayed due to the ground conditions preventing construction access. I am now waiting for that ground to dry out to allow such access but if that doesn't happen in the next couple of months, I will be arranging the works on Public Footpath 44 under a separate contract.

**Lotmead:** The first residents will be moving in by the end of March. As the Thames Water pumping station is incomplete the homes will have their sewage removed by tanker.

**SCR:** SBC, confirm they intend to complete repairs over the summer to open the road initially to construction traffic only by autumn. Residents are asked to photograph or pass on details to me of any construction traffic entering the village. I am also assured that officers will look into temporary signage stating 'No NEV Construction traffic' before the Pack Hill roundabout.

**Commonhead:** Update from Julie Furneval at SBC on the lane markings:

Good afternoon, Cllr Sumner

Further to my email of 9 March 2026 regarding the Commonhead lining scheme, we can confirm that we have now received a new programme for these works.

Due to the nature of the works, the location, and the potential impact on the wider network, it is planned to undertake the majority of these works. The works will be carried out under lane closures between 20:00 and 06:00 on 25 March to 27 March 2026, weather dependent.

We will keep you updated should there be any changes to this programme.

Kind Regards

Julie Furneval EngTech MIHE

**Other bits:** Residents reported a fallen tree in Kings Lane. SBC weren't sure of ownership (lane or field) but agreed to remove this for me. It was a huge tree.

Gary

**Gary Sumner**  
**Ridgeway Ward Councillor**

<b>ORDERS OF PAYMENT MARCH 2026 MEETING</b>							
<b>Payee</b>	<b>Description</b>	<b>Invoice No</b>	<b>Method of payment</b>	<b>Gross Invoice Amount (£)</b>	<b>VAT (£)</b>	<b>Net Invoice Amount (£)</b>	
<i>Paid – expenditure previously approved at Council meeting/regular payments or under Delegation</i>							
1	Starboard Systems	Scribe software	INV-16807	DD	£ 62.40	£ 10.40	£ 52.00
2	EE	Mobiles AC and HM		DD	£ 33.60	£ 5.60	£ 28.00
3	Bt Broadband	Broadband at Hooper's	M005 G4	DD	£ 57.54	£ 9.59	£ 47.95
4	Michelles Cleans Ltd	Cleaner at Hooper's Field	Invoice No 15206	BACS	£ 336.00	£ 56.00	£ 280.00
5	British Gas	Hoopers- Gas		DD	£ 96.63	£ -	£ 96.63
6	Starboard Systems	Scribe Software -Allotments	INV-16637	DEBIT	£ 39.60	£ 6.60	£ 33.00
7	Kedel Limited	Bowl's Club Furniture- Minute ref HF/EM/11.18/2025	Invoice PO50758	BACS	£ 1,200.00	£ 200.00	£ 1,000.00
8	Heritage Tree Care	Emergency Tree works - Magdalen Road,	Invoice 3287	BACS	£ 360.00	£ 60.00	£ 300.00
9	Pump Supplies	Pump station service in 2024	Invoice 304308	BACS	£ 408.00	£ 68.00	£ 340.00
10	Pump Supplies	works to pump station in 2024	Invoice 310853	BACS	£ 367.20	£ 61.20	£ 306.00
11	Starboard systems	Scribe Software- Allotments for January	INV-14672	Debit	£ 39.60	£ 6.60	£ 33.00
12	Starboard Systems	Scribe Sftware- Allotments For February	INV-15480	DEBIT	£ 39.60	£ 6.60	£ 33.00
13	Charlbury Farms	Allotment Hedge cut	INV- SJ684	BACS	£ 72.00	£ 12.00	£ 60.00
14	Amazon	Litter Hoops	GB622KN68AEUI	DEBIT	£ 69.90	£ 11.70	£ 58.20
15	SSE	Hoopers Electric	IV04043665	DEBIT	£ 61.55	£ -	£ 61.55
<b>For approval</b>							
16	Staff	Total Salaries	March	SO	£ 2,336.64	£ -	£ 2,633.30
17	AllBuild	Services	INV-3487	BACS	£ 300.00	£ 50.00	£ 250.00
18	PCC Wanborough	Lyden Magazine invoice	WPC050320	BACS	£ 286.25	£ -	£ 286.25
19	JuSteel	Container Hire	Inv70404	BACS	£ 60.00	£ 10.00	£ 50.00
20	Castle Water	Allotment Water	10009429565	BACS	£ 18.65	£ 3.11	£ 15.54
21	Castle Water	Hoopers Water	10009450043	BACS	£ 28.50	£ -	£ 28.50
22	JuSteel	Container Hire	INV70374	BACS	£ 60.00	£ 10.00	£ 50.00
23	SLCC	Advert for Clerk in May 2025	INV - SD2950-1	BACS	£ 117.60	£ 19.60	£ 98.00
24	SLCC	Advert for Clerk August 2025	INV- SD2951-1	BACS	£ 117.60	£ 19.60	£ 98.00
25	AllBuild	Maintenance services	INV-3502	BACS	£ 1,063.86	£ 177.31	£ 886.55
26	DM Payroll Services	Payroll services	INV-5058	BACS	£ 88.80	£ 14.80	£ 74.00
27	Swindon Local Council Forum	Membership for 2026/27	WPC	BACS	£ 25.00	£ -	£ 25.00
28	CloudyIT	Annual Fee	QH-07188-0	BACS	£ 1,676.16	£ 279.36	£ 1,396.80
29	Auditing Solutions	Internal Audit	INV-A9232	BACS	£ 630.00	£ 105.00	£ 525.00
<b>Totals</b>					<b>£ 10,052.68</b>	<b>£ 626.60</b>	<b>£ 9,146.27</b>