



**Tisbury Parish Council – Minutes of the  
Ordinary Meeting  
Held at 7.00 pm on Tuesday 4<sup>th</sup> February 2025 in the  
Reading Room, High Street, TISBURY, SP3 6LD**

**Questions or Statements:**

A member of the public spoke in support of their planning application.

Councillor Reed moved to sit in the public section of the meeting room whilst the Council considered planning application PL/2025/00311 and spoke as a member of the public in objection to it. She rejoined the meeting after the Council had voted on the application.

**Wiltshire Councillor Report:** Councillor Richard Budden gave a detailed report on the following matters:

- The level of council tax to be charged in 2025/26 will rise by 4.5% in total. This comprises a general rise of 2.5%, plus a further 2% levy for Adult Social Care.
- Data provided to the Environment Select Committee for the first time has permitted analysis of the Council's expenditure on roads maintenance by road class and Community Area. The report focuses exclusively on non-principal roads: C-class and unclassified roads and sets out what monies have been spent and the differences in expenditure across the county's Community Areas.
- Over the four years from 2021 to 2025 there is considerable variation between Community Areas. Average spending on the total of all maintenance of non-principal roads ranges from less than £1,000 per kilometre per year in Marlborough to over 4 times as much in Salisbury. There may be specific project reasons for the relatively high expenditure in Salisbury, Trowbridge, Royal Wootton Bassett and Cricklade (where expenditure ranged from 65% to 85% above the Wiltshire average).
- However, in contrast, total maintenance expenditure on non-principal roads in Westbury, Chippenham, Malmesbury, South West Wiltshire, Pewsey, Devizes and Marlborough was below the county average.

Councillor Budden said he would be asking for the Cabinet Member for Highways to attend the next Area Board meeting to enable councillors and residents to raise their concerns on the current condition of the roads in South West Wiltshire.

## MEETING MINUTES (\*responsibility for action)

### Those present:

Councillors G Murray (Chairman), E Coyle-Camp, N Errington, J Mason and J Reed  
- 5.

### Also in attendance:

B Cornish (Clerk)

Two members of the public

Wiltshire Councillor Richard Budden

### **168.24 Co-option**

To receive and consider an application for co-option to fill a Council vacancy from Mrs Jessica Reed:

- **Approved; LCC/JM;** unanimous. Councillor Reed signed her acceptance of office.

### **169.24 Chairman's Announcements**

The Chairman, Councillor Murray, advised the meeting that Rosie Buck had resigned from the Council. He offered a vote of thanks to Mrs Buck for the dedicated work she had done whilst a member of the Council, and with particular regard to her work as Chair of the Council's Environment Committee.

### **170.24 Apologies**

Councillors unanimously accepted the apologies from Councillors S Davison and R A Beattie (holiday commitments) and F Corp (personal commitment).

### **171.24 Declarations of Interest**

- a. Declarations of disclosable pecuniary and non-pecuniary interests already declared in the Register of Interests: None.
- b. Declarations of disclosable pecuniary and non-pecuniary interests not previously declared in the Register of Interests: Councillor Reed declared a personal and non-pecuniary interest in planning application PL/2025/00311 and did not speak or vote on it as a councillor.
- c. Dispensations: None.

### **172.24 Resolution of Minutes**

To approve the Minutes of the Ordinary meeting held on Tuesday 7<sup>th</sup> January 2025:

- **Approved; JM/NE;** unanimous.

### **173.24 Planning and Tree Works Applications \*Clerk**

**PL/2025/00230 Magpies, Cuffs Lane, Tisbury** - Conversion of garage and internal alterations. Remove existing chimney, install new wood burner and flue:

- **Support on the grounds that the application is compliant with Core Policy 57 of the Wiltshire Core Strategy; NE/JM;** unanimous.

**PL/2025/00035 Tisbury Post Office, High Street, Tisbury** - Replace the ground floor bay window, shop displays, flat entrance, and shop entrance door:

- **Support on the grounds that the application is compliant with Core Policies 57 and 58 of the Wiltshire Core Strategy; NE/JM; unanimous.**

**PL/2025/00184 Tysse House, 19 Lady Down View, Tisbury** - Installation of solar panels on the East and West elevations of the house:

- **Support on the grounds that the application is compliant with Core Policies 57 and 58 of the Wiltshire Core Strategy; JM/NE; unanimous.**

**PL/2025/00216 15 Lady Down View, Tisbury** - Proposed Garage Conversion and Internal Alterations:

- **Support on the grounds that the application is compliant with Core Policy 57 of the Wiltshire Core Strategy; LCC/JM; unanimous.**

**PL/2025/00292 1 Squalls Lane, Tisbury** - Proposed single storey extension to existing dwelling, incorporating annexe accommodation linked to the main dwelling with rooflights to shallow pitched roof. Works also include alterations/replacement windows, ASHP & PV Panels to roof:

- **Support on the grounds that the application is compliant with Core Policy 57 of the Wiltshire Core Strategy, subject to there being a planning condition for mitigation to be provided for the impact of the roof lights in the roof of the single storey extension on the International Dark Sky Reserve; JM/NE; unanimous.**

**PL/2025/00311 2 Alexandra Villas, Hindon Lane, Tisbury** - Construct new dormer window & single storey kitchen extension to rear of property. Partial retrospective application as works to dormer have commenced:

- **Object; NE/JM; for the following reasons:**
  - **no dimensions are shown on the plans and the dormer window ‘as built’, and without permission, appears to be larger in scale than shown on the plans;**
  - **the dormer window ‘as built’ impacts on the amenity of the neighbouring properties and is dominant within the roofscape of that group of adjoined properties causing harm to the Tisbury Conservation Area;**
  - **no bat survey has been carried out;**
  - **the list of consultees does not include the Conservation Officer.**

**PL/2025/00478 14 Morrison Avenue, Tisbury** - Timber framed single storey office to be built against the existing double garage - Internal size 8.6m2:

- **Support on the grounds that the application is compliant with Core Policy 57 of the Wiltshire Core Strategy; NE/LCC; unanimous.**

**PL/2025/00199 Magpies, Cuffs Lane, Tisbury** - x1 Bay tree to be felled to ground level:

- **Resolved to leave the decision to the Tree Officer; NE/JM; unanimous.**

## 174.24 Planning Application Decisions

Councillors noted the following decision:

PL/2024/11255 The Old Vicarage, Park Road, Tisbury - Conifer tree - Fell.

Decision: No Objection

Parish Council Decision: Council declined to comment as applicant was a member of the Council.

## 175.24 Public Toilets – Further Works to Roof

To consider a quote of £3,155 from Brian Kent, Roofing Contractor, (including costs for scaffolding) to remove approximately 1 metre of tiles at the bottom of the roof, to re-lay underfelt and renew battens identified as damaged or absent during the guttering, soffit and fascia replacement works completed in December 2024 and then to replace the tiles and any missing mortar:

- **Approved; NE/JM;** unanimous.

## 176.24 StarFest 2026

To consider a proposal from Councillor Mason that Tisbury Parish Council hosts the StarFest 2026 event, a three-day festival held every March which celebrates the Cranborne Chase National Landscape's International Dark Sky Reserve:

- **Approved and for £1,000 to be allocated to the event from General Reserves; JM/LCC;** unanimous.

## 177.24 Finance 1 - Appointment of Internal Auditor for 2025-26

To consider the re-appointment of IAC Audit and Consultancy Ltd as the Council's Internal Auditor for 2025-26 to audit the Council's annual accounts and submit their report with the Annual Governance & Accountability Return (AGAR) for 2024/2025:

- **Approved; JM/NE;** unanimous.

## 178.24 Finance 2 - February Financial Information

To approve and note the following reports:

- Retrospective approval of payments made from 01/01/2025 to 31/01/2025 - £755.26.
- Approval of February Faster Payment transactions – £8,124.09

| Payee                                    | £        |    | Reason for Payment                                     |
|------------------------------------------|----------|----|--------------------------------------------------------|
| Employee Salary, Pension + HMRC payments | 5,130.76 | SO | Salary standing orders & reconciliations               |
| S McGrath                                | 84.96    |    | Refreshments for Volunteers taking down up Xmas lights |
| Replay Maintenance                       | 420.00   |    | Quarterly Maintenance of Multi-Use Games Area at KGV   |
| K Hooper-Closier                         | 470.48   |    | Locum Youth work for December                          |
| Ionos                                    | 12.00    |    | Website hosting                                        |
| Hewlett Packard                          | 51.76    | DD | Printer hire                                           |
| Google Play                              | 1.59     | DD | Data Storage                                           |
| Smart Numbers                            | 140.22   | DD | Telephone services                                     |
| Biffa                                    | 145.73   | DD | Waste service                                          |
| Biffa                                    | 145.73   | DD | Waste service                                          |
| West Mercia Energy                       | 1,355.62 | DD | Reading Room                                           |
| West Mercia Energy                       | 69.26    | DD | Public Toilets                                         |
| Sovereign                                | 95.98    | DD | Playground Inspection                                  |
|                                          | 8,124.09 |    |                                                        |

- c. Current Account bank reconciliation to 31st December 2024 and 31st January 2025 - £9,944.31 and £16,099.01
- d. Deposit Account bank reconciliation to 31st December 2024 and 31st January 2025 - £152,282.99 and £137,282.99
- e. Petty Cash Account reconciliation 31st December 2024 - £105.05
- f. Budget to Actual Reports to 31st 2024 and 31st January 2025
- g. Earmarked Reserves as 31st December 2024 and 31st January 2025 - £79,970.98 and £79,733.35
- **All approved; NE/JM;** unanimous.

#### **179.24 Risk Assessment**

To consider and approve a risk assessment for the planting of the 80 Rowan trees along the south and eastern boundaries of the Garden and Orchard in the King George V field on Saturday 15<sup>th</sup> February 2025:

- **Approved; NE/JM;** unanimous.

#### **180.24 Representative Reports**

To receive reports from councillor representatives:

**TisPlan 2:** Councillor Murray gave a detailed report on the progress of Tisplan 2 through the examination process. He said the plan had currently been held up by a change in the Habitats Regulations process and the Independent Examiner had asked to hold an exploratory meeting with representatives of the Qualifying Body and Wiltshire Council on 12<sup>th</sup> February to try to resolve the issue. He said he would be able to report back at the next meeting.

**Tis the Season:** Councillor Mason gave a report on the next Tis the Season event which was planned for Saturday 29<sup>th</sup> November 2025. In light of the poor weather in 2024 most of the event would be held inside using the Victoria and Hinton Halls between the hours of 10 am and 4 pm.

He also advised that the Carnival Committee had called an emergency meeting to determine whether the September event could go ahead in view of the small number of volunteers willing to help.

**St John's Church:** Councillor Coyle-Camp reported that the dedication service for the new East Window would be held on 9<sup>th</sup> February. On 8<sup>th</sup> February there would be a rare peal of bells heard from the church lasting several hours to celebrate the window which was to be performed by volunteer bell ringers.

#### **181.24 Items for Information**

Councillors noted the Clerk's report providing information on agenda items, recent issues and work completed.

#### **182.24 Items for next meeting**

Draft Emergency Plan

**183.24 Date of next meeting:**

Councillor Murray confirmed the date of the next meeting as Tuesday 4<sup>th</sup> March 2025 at 7 pm at the Reading Room, High Street, Tisbury.

There being no other business, the meeting concluded at 8.20 pm.