



**Tisbury Parish Council – Minutes of the
Ordinary Meeting
Held at 7.00 pm on Tuesday 5th August 2025 in the
Reading Room, High Street, TISBURY, SP3 6LD**

Questions or Statements:

The Treasurer of the Hinton Hall Committee spoke in support of its application for a grant.

The Chair of the Weaveland Road Allotment Society spoke in support of its application for a small grant and request that the annual grant for the cutting of the footpath TISB57 be increased to cover the actual cost.

The Chair of the Friends of Tisbury Community Choir spoke in support of the Choir's expenses being reimbursed and in particular the cost of purchasing wartime music licences which it had incurred for the VE Day concert at St John's Church.

A member of the public spoke in support of their planning application for 8 Lady Down View and responded to questions from Councillors.

**MEETING MINUTES
(*responsibility for action)**

Those present:

Councillors J Mason (Chairman), R A Beattie, J Cradock, S Crouch, K Gamm - 5.

Also in attendance:

B Cornish (Clerk)

Five members of the public

79.25 Apologies

Councillors unanimously accepted the apologies from Councillors Coyle-Camp and Errington due to personal commitments and Councillors Carlile, Davison and Murray due to holiday commitments.

80.25 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 Beattie declared a personal and non-pecuniary interest in Minute 87.25a as a trustee of the New Vic@Tisbury.
- c. Dispensations: None.

81.25 Resolution of Minutes

To approve the Minutes of the Ordinary Meeting held on Tuesday 1st July 2025:

- **Approved; RAB/KG; unanimous.**

79.25 Planning and Tree Works Applications

PL/2025/06216 8 Lady Down View, Tisbury - Removal of existing conservatory to rear elevation and construction of replacement single storey Garden Room, alterations and associated external works/terrace areas:

- **Resolved to support in principle, subject to the Conservation Officer's views on the applicant's proposed plans for solar panels to be installed on a street-facing garage roof within the Conservation Area. Councillors were concerned that this may set a precedent within the character and street scene of Lady Down View; RAB/JC; unanimous.**

PL/2025/06153 Wardour Castle, Wardour, Tisbury - Ground & 1st-floor windows refurbishment & re-decoration, reclaiming of late-Georgian fireplace & hearth stone with surrounding timber floor alterations in the south-facing rear bedroom on the first floor, removal of boarding on the window on the rear staircase leading from the ground floor for the 1st floor, re-arrangement of internal layout of the 2nd floor with new staircase layout with alterations to the balustrade & new lightweight studwork partitions to bedrooms:

- **Resolved to support but would accept the views of the Conservation Officer should they be different; KG/RAB; unanimous.**

PL/2025/06112 - Consent under Tree Preservation Order

The Elms, High Street, Tisbury - Remove the stem on the eastern side of the Western Red Cedar tree & crown lift/tip-reduce low hanging branches (back to adequate live growth) on the north-western side of tree to provide 4m clearance beneath tree & 4m clearance between the tree and house:

- **Resolved to strongly support on the grounds of the damage already caused by the tree to the listed wall; KG/RAB.**

80.25 Application Decisions

Councillors noted the decisions on recent applications:

PL/2025/04556 – The Elms, High Street, Tisbury - T1 Western Red Cedar - Remove the autonomous stem on the eastern side of the tree closest to the pedestrian gate.

Decision: Objection

Parish Council Decision: Leave to Tree Officer

PL/2025/04059 2 Church Street, Tisbury - Remove existing rear conservatory and replace with rear extension

Decision: Approve with Conditions

Parish Council Decision: Support

PL/2025/04463 - 7 Squalls Lane, Tisbury - Two Storey Side and Rear Extensions, and a Single Storey Rear Extension

Decision: Approve with Conditions

Parish Council Decision: Support

PL/2025/04905 Gaston House, Cuffs Lane, Tisbury - x1 Cedar tree to be reduced in height by 4m

Decision: No Objection

Parish Council Decision: Leave decision to the Tree Officer

PL/2025/04551 Albany House, The Square, Tisbury - T1 - Deodar Cedar - reduce in height by up to 3.5m, back to the point of previous reduction, and reduce spread by 2m-3m to best growth points.

Decision: Approve with Conditions

Parish Council Decision: Leave decision to the Tree Officer

PL/2025/04736 - Grove Cottage, Vicarage Road, Tisbury - Variation of condition 2 (Approved Plans) relating to application PL/2024/02482.

Decision: Approve with Conditions

Parish Council Decision: Support

81.25 Consultations

To consider a response to Wiltshire Council's Draft Plan which will help shape the vision for the county over the next decade:

- **Resolved to delegate a Council response to Councillors Cradock and Mason with the Clerk; JC/RAB.**

82.25 Weaveland Road Allotment Society

- a. To note the Chairman's Annual Report for 2025:
 - **Noted; Chair;** unanimous
- b. To approve the Society's proposal to increase the rent for a full plot to £40 for the year 2026/27:
 - **Approved; RAB/SC;** unanimous.
- c. To approve an increase in the annual grant for maintaining footpath TISB57 from £50 per year to £150 per year.
 - **Resolved that this year's cost of £150 will be paid to the Society but the cost in future years will be paid to the Footpath Club when the clearance will be carried out by the Club rather than the Society's current contractor; RAB/SC;** unanimous.

83.25 Small Grant Requests

a. Hinton Hall

To consider a request for a small grant to replace 4 tables for the hall which have been removed due to woodworm:

- **Approved; KG/SC;** unanimous.

b. Weaveland Road Allotment Society

To consider the Society's request for a small grant of £300 for works to enable it to meet the enforcement measures placed on it by Wessex Water to comply with the Water Supply (Water Fittings) Regulation 1999.

- **Approved; RAB/SC; unanimous.**

84.25 Tisbury Community Choir

To consider a request from Tisbury Community Choir for reimbursement of its expenses of £331.17 for the concert performance at St John's Church on the evening of VE Day:

- **Approved with the monies being taken from the Council's 'festivals' budget line; JC/SC; unanimous.**

85.25 Permission to use the King George V Recreation Ground

To consider a request from Tisbury Methodist Church to use the Recreation Ground for family activities from 10-11:30 am on Wednesdays in August:

- **Approved following the Clerk's confirmation that a risk assessment and evidence of public liability insurance had been provided; JC/KG; unanimous.**

86.25 VJ Day Commemoration

To approve the Council's participation in the laying of wreaths at the village War Memorial to mark the 80th Anniversary of VJ Day on Friday 15th August 2025 at 11 am to be led by Commander David Childs, CBE:

- **Approved; with Councillor Gamm laying the wreath; JC/KG; unanimous.**

87.25 Local Highway and Footway Improvement Group ('LHFIG') Request

a. New Vic@Tisbury

To consider a request from the Committee of the New Vic@Tisbury to apply for a legal disabled parking space to be installed in front of the hall and a legal loading bay to be installed at the side of the hall to enable deliveries, performer and hirer unloading spaces for the hall:

- **Deferred with a request that the Highways Engineer clarifies whether a legal disabled parking space on land owned by the Hall can be enforced; RAB/SC; unanimous.**

b. Tisbury Row Speed Limit

Following advice received from the Local Highways Engineer, to consider requesting a traffic survey as the first step in addressing concerns raised and requests from residents of Tisbury Row for a reduction in its 60 mph speed limit:

- **Approved; JC/KG; unanimous.**

c. Yellow Hatched Box in High Street

To consider a request from Dorset and Wiltshire Fire Service for the installation of a yellow hatched box to denote 'no parking' outside the Coffee Angels café in the High Street. This will replace the white 'keep clear' box which has not been a successful deterrent to vehicle parking:

- **Approved; RAB/JC; unanimous.**

88.25 New Council Website and Gov.uk Councillor Email Addresses

- a. To approve the purchase of a new domain name tisbury-pc.gov.uk through 20i for £30. This ultimately will replace the current domain name:
 - **Approved; SC/JC**; unanimous.
- b. To approve the cost of £10 per month from Ionos Cloud Ltd for the hosting of the Council's new WordPress-based website:
 - **Approved; KG/RAB**; unanimous.
- c. To approve the purchase from Ionos Cloud Ltd of 12 mail business licences on a half-price deal of £18 per month for a 12 month contract and 3 exchange licences on a half-price deal of £6 per month for a 6 month contract. These will increase to £36 per month after 12 months and £12 per month after 6 months respectively:
 - **Approved; RAB/SC**; unanimous.

89.25 Youth Hub Refurbishment

To consider a report from the Clerk providing quotes for works to update the electrical installation in the Youth Hub at the King George's Field and to approve one quote:

- **Resolved that the quote from LS Electricals for £7,490 ex-VAT be accepted; JC/KG**; unanimous. The Clerk advised that this was her third attempt to source three quotes in line with the Council's Financial Regulations but only one detailed quote had been received.

90.25 Tree Survey

To consider a quote of £360+VAT from The Tree Management Company Ltd of Ringwood to carry out a tree safety survey across the Lower Recreation Ground and King George's Field sites to identify any necessary works:

- **Approved with a request to add the Weaveland Road Allotments site and Community Orchard to the survey accepting that there will be an additional cost; KG/JC**; unanimous.

91.25 Equipment Painting & Replacement in King George's Recreation Ground

- a. To approve a quote of £995 +VAT from Ava Recreation for the painting of the toddler swings:
 - **Approved; JC/SC**; unanimous.
- b. To consider a report from the Clerk providing quotes for the replacement of a broken Springer Rocker for under 5's and to approve one quote:
 - **Resolved to approve the quote of £2,127.14 ex-VAT from Ava Recreation to install a Springer Rocker in a tortoise design; KG/JC**; unanimous.

92.25 Football Club Licence

To consider a proposal from Councillors Mason and Murray and a quote from Boatwrights of £500 +VAT to conduct a rent review for the use of the Lower Recreation Ground land ahead of the renewal of the Licence:

- **Approved; KG/RAB**; unanimous.

Tisbury Parish Council – Ordinary Meeting on Tuesday 5th August 2025. Minutes approved as a true and accurate record, and signed as so by the Chairman presiding

93.25 Tis the Season Road Closure

To approve an application to Wiltshire Council's Traffic Orders Department for a road closure under the Town Police Clauses Act 1847 for the Tis the Season event on Saturday 29th November 2025 from 08.00 to 17.00 hrs from The Avenue to Vicarage Road and a partial closure of The Square from its junction with the High Street and Church Street:

- **Approved; RAB/JC;** unanimous.

94.25 Wiltshire Emergency Contact Hub

To consider a request from Wiltshire Council's Community Resilience Team to use the Reading Room as an Emergency Contact Hub in the event of an emergency.

- **Approved; KG/RAB;** unanimous.

95.25 Officer Training

To approve a quote of £1,350 from Salamander Safety Training Solutions to provide an Emergency First Aid at Work course for 3 employees to ensure the Council has trained First Aiders available for its events and activities:

- **Approved; JC/SC;** unanimous.

96.25 Environment Committee

- Councillor Mason gave a detailed report on a recent meeting which discussed the matters of StarFest, a week-long event taking place next March 2026, the Children's Community Garden, the Community Orchard and the seven sites across the parish chosen for the installation of noticeboards with the aim of agreeing their specifications and designs for recommendation to the September Parish Council meeting.
- To receive and note the Minutes of the meetings held on 20th May and 30th June 2025:
 - **Noted; RAB/KG;** unanimous.
- To consider a recommendation from the Committee to approve the revised Terms of Reference:
 - **Approved; JC/SC;** unanimous.

97.25 Finance 1 – Earmarked Reserves

To note the receipt of the following funds and to approve their allocation to separate earmarked reserves:

- £2,000 from the Arundell Trust for Tisbury Community Larder
 - £1,255.90 for Community Infrastructure Levy funds from Wiltshire Council
- **Both funds approved; KG/RAB;** unanimous.

98.25 Finance 2 - August Financial Information

- Retrospective approval of payments made from 01/07/2025 to 31/07/2025 - £1,016.15:
- Approval of August Faster Payment transactions – £14,867.51

Payee	£		Reason for Payment
Employees Salary, Pension + HMRC	5,310.07	SO	Salary standing orders & reconciliations
Andyvan	78.18		Cleaning supplies and toilet rolls
Chalke Valley Roofing	1,036.80		Works to chimney and roof of Reading Room
K Hooper-Closier	317.46		Locum Youth Work for June
Weaveland Road Allotments Society	150.00		For clearing footpath at allotments
Rob Beale	70.00		Portable Toilets for skatepark disco
Clive Mansary	265.00		DJ and music provide for skatepark disco
Screwfix	108.32		Vacuum cleaner for Youth hub
Albion Stonemasons	5,403.60		Works to repair wall at Reading Room
Hinton Hall Committee	300.00		Small Grant
Weaveland Road Allotments Society	300.00		Small Grant
Tisbury Community Choir	331.17		Expenses for VE Day Concert
Zurich Insurance	522.09		Policy Renewal for Reading Room
Ionos Cloud Ltd	14.40	DD	Email licences
Ionos Cloud Ltd	12.00	DD	New Website hosting
Hewlett Packard	51.76	DD	Printer hire
Google Play	1.59	DD	Data Storage
Smart Numbers	140.22	DD	Telephone services
Biffa	163.97	DD	Waste service
Biffa	163.97	DD	Waste service
West Mercia Energy	30.68	DD	Reading Room
West Mercia Energy	41.49	DD	Reading Room
West Mercia Energy	54.74	DD	Public toilets
	14,867.51		

- c. Current Account bank reconciliation to 30th June and 31st July 2025 - £26,718.14 and £12,886.41
- d. Deposit Account bank reconciliation to 30th June and 31st July 2025 - £138,486.73 and £138,486.73
- e. Petty Cash Account reconciliation 30th June and 31st July 2025 - £288.56 and £189.00
- f. Budget to Actual Reports to 30th June and 31st July 2025
- g. Earmarked Reserves to 30th June and 31st July 2025 – £89,867.46 and £88,126.51
- **All approved; RAB/KG**

99.25 Reading Room Trust Insurance

To approve the renewal premium to Zurich Insurance of £522.09 for the Reading Room Trust which becomes due on 22nd August 2025.

- **Approved; JC/KG**

100.25 Policies for Adoption

- a. Revised Drugs and Alcohol Policy
 - **Resolved to consider the policy within the closed session of the meeting due to it being related to matters of employment; Chair; unanimous.**
- b. Information Technology (IT) Policy
 - **Approved; RAB/JC; unanimous.**

101.25 Representative Reports

King George's Recreation Ground: Councillor Mason gave a short verbal report on the successful opening event for the refurbished multi-use-games-area.

Tis the Season: Councillor Mason gave a short verbal update on the progress of the arrangements for the Tis the Season event being held on Saturday 29th November 2025.

102.25 Items for Information

Councillors noted the following reports:

- a. Clerk's report providing information on agenda items, recent issues and work completed.
- b. Report on the South West Area Board meeting.

103.25 Items for next meeting:

Emergency Plan

Policy on the hire of Council property

104.25 Date of next meeting:

Councillor Mason confirmed the date of the next meeting as Tuesday 2nd September 2025 at 7 pm at the Reading Room, High Street, Tisbury.

105.25 Exclusion of the Public and Press - that under the Public Bodies (Admission to meetings) Act 1960 (as extended by s.100 of the LGA 1972), the public & accredited representatives of newspapers be excluded from the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part I of Schedule 12A of the LGA 1972.

a. Resolution to exclude the press and public as above.

- **Approved; RAB/KG.**

b. National Salary Award

To note the salary award and backdated payments for qualifying staff for the period from 1st April 2025 to 31st March 2026 as agreed by the National Joint Council and in accordance with their employment contracts:

- **Approved and noted; RAB/KG; unanimous.**

c. Revised Drugs and Alcohol Policy

- **Approved with a minor amendment; RAB/JC; unanimous.**

There being no other business, the meeting concluded at 8.28 pm.