



**Tisbury Parish Council – Minutes of the
Ordinary Meeting
Held at 7.00 pm on Tuesday 7th October 2025 in the
Reading Room, High Street, TISBURY, SP3 6LD**

Questions or Statements:

The Chairman of Tisbury Croquet Club spoke in support of its small grant application.

A member St John's PTA spoke in support and responded to questions on the request to use the Jubilee Field for its fireworks event.

A member of the public advised councillors that he would be willing to support the Council in the drafting of an Emergency Plan.

Report from Wiltshire Council Gerry Murray

Councillor Murray gave a detailed report on the following matters:

Free parking for blue badge holders

At the cabinet on Tuesday 7th October a plan will be announced which gives Blue Badge holders free parking in all Wiltshire Council car parks (This will probably be limited to two hours).

Wiltshire Local Plan

The public hearings in the Examination of Wiltshire's Local plan will begin on 11th November in Trowbridge . This is the legal document which will govern development in Wiltshire. As Tisbury Parish Council made two submissions during the consultation, it should we should be able to follow those up at the Hearings.

Help shape the Council's budget in 2026/27

Residents will be given an opportunity to say how Wiltshire Council spends its money at a consultation event being held at the Nadder Centre on Thursday 30th October 10am – 12 noon. Both the Leader of the Council, Ian Thorne, and the Cabinet member responsible for finance, Gavin Grant, will be there.

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

Those present:

Councillors S Davison (Chairman), R A Beattie, M Carlile, E Coyle-Camp, J Cradock, N Errington, K Gamm, J Mason, G Murray - 9.

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Also in attendance:

B Cornish (Clerk)

Four members of the public

127.25 Apologies

Councillors unanimously accepted the apologies from Councillor Crouch due to a holiday commitment.

128.25 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 Errington declared a personal and pecuniary interest in Minute 140.25c and did not speak or vote on the item.
- c. Dispensations: None.

129.25 Resolution of Minutes

To approve the Minutes of the Ordinary Meeting held on Tuesday 2nd September 2025:

- **Approved; RAB/JM;** with abstentions from Councillors Carlile and Coyle-Camp.

130.25 Planning and Tree Works Applications *Clerk

PL/2025/05807 The Gables, Hindon Lane, Tisbury - Construct swimming pool and pool building, with adjacent plant room and air source heat pumps. Install new field gate access to western boundary. Convert garage to form staff accommodation for housekeeper:

- **Support on the grounds that the application was compliant with Core Policy 57 of the Wiltshire Core Strategy but on the proviso that conditions be applied for all external lighting to be Dark-Sky compliant in order to reduce and mitigate any impact of the proposals on the International Dark Sky Reserve; NE/RAB;** unanimous.

PL/2025/07321 51 Church Street, Tisbury - Internal renovations to existing structure Second fix services and cosmetic renovations:

- **Resolved to accept the decision of the Conservation Officer; NE/MC;** unanimous.

PL/2025/07345 Wild Rose Cottage, 115 Chicks Grove Lane, Tisbury - T1 Robinia, Lift low hanging branches up to 4m above ground level. Thin crown by up to 20%. Remove all deadwood over 30mm in diameter. Selectively reduce the crown by up to 1.5m to create a balanced shape. Remove ivy:

- **Support; the tree is the only tree of any significance to the rear of the line of properties on Chicks Grove Lane and the Council is pleased that it is being retained for the future; Chair;** unanimous.

131.25 Application Decisions

Councillors noted the decisions on recent applications:

PL/2024/11296 - Land to the rear of Yattendon, Vicarage Road, Tisbury
Erection of 1 new dwelling, access, together with hard and soft landscaping, and associated works

Decision: Approve with Conditions

Parish Council decision: Support

PL/2025/06112 The Elms, High Street, Tisbury

It is proposed to remove the stem on the eastern side of the tree and crown lift/tip-reduce low hanging branches (back to adequate live growth) on the north-western side of the tree to provide 4m clearance beneath tree and 4m clearance between the tree and the house.

Decision: Approve with Conditions

Parish Council decision: Support

132.25 Small Grant *Clerk

To consider an application from Tisbury Croquet Club for a small grant of £300 towards the maintenance of the croquet lawn:

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

133.25 Permission to use the Jubilee Meadow

To consider a request from St John's School PTA to use the Jubilee Meadow as a location for fireworks on 5th November 2025:

- **Approved subject to the receipt of a liability insurance certificate and a risk assessment; LCC/JM; unanimous.**

134.25 Emergency Plan

To receive an update from the Chairman and to agree on next steps:

- **Approved; that Mr Gus Montes be appointed as the Council's voluntary Emergency Plan Co-ordinator who will support the Council in writing an Emergency Plan; Chair/RAB; unanimous.**

135.25 Community Governance Review

To consider a response to the question from Wiltshire Council's Democratic Services Team on whether the Council wishes to carry out a Community Governance Review to change its boundaries and/or number of councillors:

- **Approved that the Council asked to be prioritised for a Community Governance Review; RAB/JC; with objections from Councillors Davison and Errington and an abstention from Councillor Murray.**

136.25 Wiltshire Local Plan Examination Hearings

To approve a proposal from Councillors Davison and Mason that the Council submits further written statements on the comments it made under the Wiltshire Local Plan Pre-submission consultation and requests participation at the Hearings which will be held between November 2025 and March 2026:

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

137.25 Tisbury and West Tisbury Neighbourhood Plan

- a. Councillor Murray gave a brief update on the preparation for the Neighbourhood Plan Referendum being held on 23rd October and the distribution of flyers to encourage all residents to vote.
- b. To ratify the Clerk's expenditure under her delegated powers for the design and purchase of a banner at the cost of £41 and the printing of 1500 leaflets at £108 to notify all residents of the Referendum:
 - **Approved; LCC/JM;** unanimous.

138.25 Playgrounds

- a. To consider a quote of £1,400 from Replay Maintenance Ltd to continue its annual maintenance of the synthetic surface of the Multi-Use-Games-Area through quarterly visits in 2026:
 - **Approved; JM/LCC;** unanimous.
- b. To note the Playground Inspection Company's Inspection Reports for the Lower Recreation Ground and King George's Recreation Ground:
 - **Noted; Chair.**
- c. To ratify the Clerk's expenditure of £500 under her delegated powers for the costs of repair, shotblasting and rehanging of the gates to the King George's Recreation Ground by Wardour Forge, for their galvanizing by Wessex Galvanizers at £328.69 plus the repair by Wardour Forge of the entrance gate to the Lower Recreation Ground playground at £75:
 - **Approved; NE/JM;** unanimous.

139.25 Public Toilets

To consider a report from the Clerk on quotes received to replace the windows at the public toilets and to approve one quote:

- **Deferred to the next meeting as the Clerk was awaiting a revised quote from one of the contractors; Chair.**

140.25 Events

- a. To ratify the appointment of Avon Valley Security to provide Event Marshals for Tis the Season at the cost of £472 following the consideration of 3 alternative quotes:
 - **Approved; JM/KG;** unanimous.
- b. To approve the production of 13 generic Corex advertising boards (useable for the Council's other events), 13 base boards and 2 banners from Time2Display for Tis the Season at the cost of £417:
 - **Approved; JM/LCC;** unanimous.
- c. To consider a proposal from Councillor Mason that the Council purchases several items of dog agility equipment on sale locally for £50 which would be useable at the annual Village Fete:
 - **Approved; LCC/JM.**

Councillor Murray expressed concern at the Council's level of involvement beyond the agreed 'enablement' of village events and asked that an item be added to the next agenda to clarify the extent of its involvement in future village events.

141.25 South West Wiltshire Area Board Grant

To approve the submission of an application for a £1,000 grant for StarFest 2026:

- **Deferred to the next meeting; Chair.**

142.25 Strategic Plan

To consider a proposal from Councillors Mason and Carlile that the Parish Council holds a strategic planning morning for councillors to identify its long-term plans for the next 4 years:

- **Agreed that a morning meeting from 10 am to 1 pm be held on Saturday 22nd November at the Reading Room; JM/MC; unanimous.**

143.25 Environment Committee

a. Meeting Report & Minutes

- i. Councillor Mason gave a brief report on a recent meeting at which most of the items in the recommendations below were discussed as well as the arrangements for Apple Day on Sunday 12th October, the progress on the activities for StarFest and the purchasing of noticeboards.
- ii. To receive and note the Minutes of the meeting held on 26th August 2025:
 - **Noted; Chair; unanimous.**

b. Committee Recommendations

- i. To purchase a payment card machine to receive card payments at the Council's events:
 - ii. To register with Wiltshire Council for a 'non-commercial small society lotteries' Licence at the cost of £40 to enable it to hold raffles and prize-winning draws at its events.
 - iii. To participate in the 'Oaks@80' project to plant an oak tree to commemorate the 80th Anniversary of the end of World War II and to agree on its location.
 - iv. To ratify the Clerk's expenditure of £440 under her delegated powers for the purchase of spring bulbs for the troughs in The Square and High Street.
 - v. To approve a quote of £290 from Wilton Maintenance to install a noticeboard, bench and gate sign supplied by Oakapple at the Community Orchard.
- **All recommendations approved; Chair; unanimous.**

144.25 Asset Register

To approve the revision to the Parish Council's Asset Register and Inventory of land for 2025-2026 as follows:

- a. Water Fountain - to add it at the value of £631:
 - **Approved; LCC/JC; unanimous.**

145.25 Annual Insurance

To approve a quote from Gallagher's of £397.59 (subject to amendments) for the annual insurance for the King George V Field, Tisbury to be provided by Hiscox:

- **Approved; Chair; unanimous.**

146.25 Finance 1 – External Auditor’s Report & Certificate - Annual Governance and Accounting Report (AGAR)

- a. To note the PKF Littlejohn External Auditor’s Report and Certificate and any actions to be taken for the year ending 31st March 2025:
 - **Noted that the External Auditor had raised no matters in relation to the External Audit;**
Chair; unanimous. Councillors thanked the Clerk for her work in achieving a clean audit.
- b. To confirm that the Conclusion of Audit Notice and Certificate were displayed on the Council’s Noticeboard and Website prior to 30th September 2025:
 - **Confirmed; the documents were displayed on the Council’s noticeboard and website on Friday 12th September 2025;**
Chair; unanimous.

147.25 Finance 2 – Earmarked Reserves

To note the receipt of £3,301.55 from Wiltshire Council for the Tisbury Community Larder and to approve its allocation to a separate earmarked reserve:

- **Noted; Chair;** unanimous.

148.25 Finance 3 - October Financial Information

- a. Retrospective approval of payments made from 01/09/2025 to 30/09/2025 - £1,273.71
- b. Approval of October Faster Payment transactions including a donation of £40 to the Royal British Legion for a Poppy Wreath to be laid on Remembrance Sunday, 9th November 2025 - £15,253.81

Payee	£	Reason for Payment
Staff Salaries, Pension & HMRC	4608.46	Salary standing orders and reconciliations
Andyvan	106.62	Cleaning supplies
Microshade VSM	127.18	Cloud services and hosting
PKF Littlejohn	504.00	External Audit Fee
The Play Inspection Company	306.00	Playground Inspections
Ava Recreation	1,194.00	Painting of Swings in KGV
Ava Recreation	2,552.57	Purchase & Installation KGV Tortoise springey
TimetoDisplay	214.80	Banner & 1500 leaflets for NP Referendum
TimetoDisplay	247.60	Banners and flyers for Fete
D Holley	200.00	Parish bin emptying
Albion Stonemasons	2,761.80	Repairs to Reading Room Chimney
K Hooper-Closier	338.33	Locum Youth work for September
Wardour Forge	575.00	Repair, sandblasting & rehanging of KGV gates & repair of playground gate
Wessex Galvanizers	328.69	Galvanizing of KGV gates
CBB Services	81.00	Quarterly payroll services
Tisbury Croquet Club	300.00	Small Grant
Royal British Legion	40.00	Donation for Poppy Wreath
Ionos Cloud Ltd	56.40	DD Email licences
Hewlett Packard	51.76	DD Printer hire
Google Play	1.59	DD Data Storage
Smart Numbers	140.22	DD Telephone services
Biffa	378.29	DD Waste service
West Mercia Energy	139.50	DD Reading Room
Total	15,253.81	

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- c. Current Account bank reconciliation to 30th September 2025 - £20,908.40
- d. Deposit Account bank reconciliation to 30th September 2025 - £183,486.73
- e. Petty Cash Account reconciliation to 30th September 2025 - £132.80
- f. Budget to Actual Report to 30th September 2025
- g. Earmarked Reserves to 30th September 2025 - £93,986.71
- **All approved; JM/GM; unanimous.**

149.25 Budget for 2026/2027

To consider whether an initial review of next year's budget, prepared by the Clerk, should be reviewed by a small working group of councillors prior to it being presented to the Council at the December meeting:

- **Approved with Councillors Carlile, Mason and Murray forming the working group; Chair; unanimous.**

150.25 Risk Assessment

To approve the Risk Assessment for the Apple Day event being held on Sunday 12th October 2025:

- **Approved; Chair; unanimous.**

151.25 Representative Reports

To receive reports from councillors:

StarFest 2026: Councillor Mason gave a brief report on the emerging plans and numerous events being held across the week of 14th to 21st March. These would involve a number of local primary schools, a planetarium, a performance by the Shaftesbury Symphony Orchestra, an astrophotography exhibition, stargazing and storytelling.

Arundell Trust: Councillor Davison gave a brief report on a recent meeting of the Arundell Trust.

152.25 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 Local Highway and Footpath Improvement Group meeting.

153.25 Items for next meeting:

Licence with Tisbury Football Club

Clarification of Parish Council's involvement in Village Events

154.25 Date of next meeting:

Councillor Davison confirmed the date of the next meeting as Tuesday 4th November 2025 at 7 pm at the Reading Room, High Street, Tisbury.

155.25 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.

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

- **Resolved; RAB/GM; unanimous.**

b. Licence with Tisbury Football Club

To receive an update from Councillors Mason and Murray on comments received from Tisbury Football Club and to agree on next steps with regard to the approval of the Licence:

- **Resolved that Councillors Mason and Murray relay the Council's response to the Football Club's comments to the representatives of the Football Club and to advise them that the response was agreed following advice received from the Council's legal advisers; Chair; unanimous.**

There being no other business, the meeting concluded at 9.20 pm.