



**Tisbury Parish Council – Minutes of the
Ordinary Meeting
Held at 7.00 pm on Tuesday 16th June 2026 in the
Reading Room, High Street, TISBURY, SP3 6LD**

Questions or Statements:

A representative of Nadder Community Energy on screening of the 'People's Emergency Briefing' on Friday 3rd July at the New Vic@Tisbury at 7 pm. He said that the film provides an overview of how the climate and nature crisis is affecting everyday life in Britain. The film would be followed by community discussion and it would be good if councillors were present to hear the views of the community.

A member of the public spoke in continued strong objection to the amended plans currently under consultation for the planning application for Tisbury Motors.

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

Those present:

Councillors R A Beattie (Chairman), M Carlile, J Cradock, K Gamm, G Murray - 5.

Also in attendance:

B Cornish (Clerk)

Eight members of the public

51.26 Apologies

Councillors unanimously approved the apologies received from Councillors Coyle-Camp and Holm-Powell due to personal commitments and Councillors Crouch, Davison and Errington due to holiday commitments.

52.26 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: None.
Councillor Davison declared a personal and non-pecuniary interest in Minute 31.26 and the grant to TisTalk and did not speak or vote on the item.
- c. Dispensations: None.

Tisbury Parish Council - Ordinary Meeting on Tuesday 16th June 2026. Minutes approved as a true and accurate record, and signed as so by the Chairman presiding

53.26 Resolution of Minutes

To approve the Minutes of the Ordinary meeting held on Tuesday 2nd June 2026:

- **Approved; KG/JC.**

Planning and Tree Works Applications *Clerk

PL/2026/03200 May Cottage, Church Street, Tisbury - 1st floor extension and single storey ground floor extension:

- **Resolved to raise no objection on the grounds that the application was compliant with Core Policy 57 of the Wiltshire Core Strategy; KG/JC.**

PL/2025/08707 Tisbury Motors Ltd, High Street, Tisbury – Amended Plans -

Demolition of the garage, flat and workshop with the erection of seven houses and associated gardens over the plot:

- **Resolved to maintain the Council's existing objection as set out in its response previously submitted on 8th March 2026 on the grounds that the changes shown in the new plans had not materially improved the development and, in particular, little account had been taken of the comments made by the Conservation Officer in respect of the development's density and design; KG/JC.**

54.26 Finance & Governance *Clerk

a. Internal Auditor's Report

To receive and note the Internal Auditor's Report from IAC Audit & Consultancy Ltd and to confirm the actions to be taken in response to its contents:

- **Noted; KG/MC; unanimous; the Internal Auditor's comments which stated:**
 - 1. 'The Council to note that it has failed to properly account for the arrangements in respect of the Joint Burial Committee' and**
 - 2. The Council to note that the Box 8 value on the draft Accounting Statements is not complete or correct.**
 - 3. 'Based on the audit testing carried out I am satisfied that, other than in respect of the Burial Committee, the Council's internal controls were effective during the 2025/26 financial year'.**

The Council agreed to act on the Auditor's comments and observations as follows:

1. To abolish the Joint Burial Committee with immediate effect which is set up currently as a separate entity contrary to guidance set out in the Practitioner's Guide 2025.
2. To advise West Tisbury Parish Council that it is required to resolve to do the same.
3. To set up a new Joint Burial Committee under the governance of Tisbury Parish Council so that it may properly account for the new Joint Burial Committee in accordance with Proper Practices.
4. To review the PAYE arrangements for staff identified within the Joint Burial Committee and to ensure that they are appropriately treated for PAYE purposes.
5. To ensure that the approval of any fees set jointly with another parish are subject to prior review and approval by Tisbury Parish Council.

6. The Staffing Committee to review the method of computation of pay for staff paid based on a set number of hours per week and to confirm that the amount paid is correct and based on a 52.14-week year. Where staff are paid based on hours per week, the total hours per year stated in contracts to be reviewed to reflect the increased number of contractual hours in a year.
7. To ensure that in future any Minutes recording agreed changes to Spinal Column Points and increments record the new Spinal Column Point to apply.
8. To set up a register/listing of regular amounts due, detailing both the amounts and dates due and to put in place a robust arrangement for the collection of any periodic amounts, eg under leases. Any arrears on collections to be formally discussed by the Council and minuted.
9. When cash is received in respect of events, a formal tally of cash received is to be prepared, then dated and signed by the Clerk and one independent person. A receipt should be issued for the amount. Both the tally sheet and receipt should be retained for audit purposes.
10. To change the 2024-25 value of the War Memorial contained in the 2025-26 draft AGAR, following its revaluation in the 2025-26 financial year.
11. To replace the current Publication Scheme as shown on the Council's website with the revised ICO's Model Publication Scheme for Parish Councils.
12. To arrange to carry out a GDPR data audit.
13. To review the budget recorded in the Council's accounting system to ensure that it agrees to the budget approved.

The Clerk was asked to draft new Terms of Reference for the Joint Burial Committee which comply with Proper Practices and arrange for the transfer to Tisbury Parish of all receipts and payments received and paid by the former Joint Burial Committee since 1st April 2026. Councillor Beattie commented that the restructuring of the Joint Burial Committee is in order to meet current regulations and does not imply any criticism of the performance of the committee.

b. Annual Governance Statement

To consider and resolve to approve the Annual Governance Statement contained within the Annual Governance and Accountability Return (AGAR) Part 3 for the year ended 31st March 2026 for submission to the Parish Council's External Auditors:

- **Approved with Assertion 1 being recorded as 'No'; GM/KG** unanimous.

c. Accounting Statements

- i. To consider and resolve to approve the Accounting Statements contained within the Annual Governance and Accountability Return (AGAR) Part 3 for the year ended 31st March 2026 for submission to the Parish Council's External Auditors; and

- **Approved with the revision to Box 9, fixed assets, for 2024-25 to take account of the revaluation of the War Memorial in 2025-26; MC/KG;** unanimous.

- ii. To approve the Explanation of Variances.
- **Approved; JC/GM;** unanimous.

a. Exercise of Public Rights

To confirm the dates from Monday 22nd June to Friday 31st July 2026 as the period for the exercise of public rights for the Annual Governance and Accountability Return (AGAR) Part 3 for the year ended 31st March 2026.

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

55.26 Thank You

To consider a proposal from Councillor Murray that a letter of thanks be sent to the Headteacher at St John's Primary School on her retirement:

- **Approved; GM/MC;** unanimous.

56.26 Finance

To approve the following payments:

- £474.00 - IAC Audit and Consultancy for the annual Internal Audit
- £1,409.77 - A Jackson for painting the exterior of the Youth Pavilion including materials
- £435.60 - Mrs Bev Ford for pay and burial committee expenses
- £60.00 - J Berridge for audit of Burial Ground accounts
- £192.00 - ICCM for training course
- £875.00 - R Pearce for grasscutting at Tisbury and West Tisbury Burial Ground
- £75.23 - Ridley Sawmills for work to Burial Ground gates

57.26 Date of next meeting:

Councillor Beattie confirmed the date of the next meeting as Tuesday 7th July 2026 at 7 pm at the Reading Room, High Street, Tisbury.

There being no other business, the meeting concluded at 7.28 pm.