

**Minutes of the meeting held on Tuesday 19<sup>th</sup> November 2024 at 7:30pm at  
South Marston Village Hall.**

| <b>Council Members present</b> |                                  |
|--------------------------------|----------------------------------|
| C McEwen (CM) (Chair)          | M Povey (MP)                     |
| B Thunder (BT)                 | N Hole (NH)                      |
| T Leathart (TL)                |                                  |
| Clerk & Responsible Officer:   | K Morgan                         |
| Borough Councillors present:   | None                             |
| Others present:                | Mr Cave-Ayland, Mrs Featherstone |

Acronyms used in these minutes:

SBC – Swindon Borough Council, PC – Parish Council, NP – Neighbourhood Plan, NPC – Neighbourhood Planning Committee, SMRA – South Marston Recreation Association, OSWG – Open Spaces Working Group, CWG – Communications Working Group, SM website – [www.SouthMarston.org.uk](http://www.SouthMarston.org.uk), ML – Mandy Larcombe (bookkeep

| <b>Agenda item &amp; minute number</b>                                                            | <b>Summary</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>Action</b> |
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| Open 10 Minutes<br>100/24-25                                                                      | <p>Mrs Featherstone raised the issue of faded engraved writing on the village war memorial and had discussed this with the chairman. It was proposed that the writing should be redone, and this was generally agreed. Clerk to investigate possible solution cost and present this at the next meeting.</p> <p>Cllr Hole mentioned that stones placed around the memorial were still in place and asked if they would be removed. Clerk to contact the school and thank them for the remembrance contribution, and to ask if the stones they had placed could be removed.</p> | Clerk         |
| 1. Apologies<br>101/24-25                                                                         | Cllrs Brown and Carter sent apologies as they were unwell.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | None          |
| 2. Declarations of interest<br>102/24-25                                                          | None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | None          |
| 3. To approve and sign the minutes of the Parish Council meeting held on 15 <sup>th</sup> October | <p>The minutes were approved.</p> <p>Proposed: NH<br/>Seconded: TL<br/>Approved: All</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | None          |

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| 2024 103/24-25                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |       |
| 4. Review of actions<br>104/24-25          | <p>Review of actions currently outstanding. Clerk to update the following:</p> <ul style="list-style-type: none"> <li>- <b>May 22 21/22-23 Thames Water</b> – some progress in that TW now believe the pipe did not go on the route previously thought. However they need to obtain landholder permission to investigate which will further delay matters.</li> <li>- <b>Apr 24 175/23-24 Crown Timber</b> – application will be resubmitted in December. Set review date to January 2025.</li> <li>- <b>Jun 24 34/24-25 Future Grounds Maintenance</b> – remove as an action, add a review date to calendar.</li> <li>- <b>Oct 24 90/24-25 Thornhill Rd Corner hedge</b> – contractors for Keypoint have denied responsibility. Clerk to contact Highways to follow up.</li> <li>- <b>Oct 24 92/24-25 Highworth Road verges</b> – clerk to contact contractors and ask them to cut back the hedge especially near ‘the bends’.</li> <li>- <b>Oct 24 92/24-25 Wiltshire Prepared</b> – clerk to arrange meeting with Highworth clerk to discuss this and other matters.</li> </ul> | Clerk |
| 5. Review of Council Calendar<br>105/24-25 | <p>The PC reviewed the calendar.</p> <ul style="list-style-type: none"> <li>- Road Sweeping - Noted that SBC had confirmed that no further road sweeping would be done until spring 2025.</li> <li>- School license - revised cost of £270 to be included in the new license to be issued in December 2025 to the new Academy Trust, Blue Kite.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Clerk |
| 6. Clerk's Report<br>106/24-25             | <p>Report was reviewed.</p> <ul style="list-style-type: none"> <li>- S106 queries – it was discussed and agreed that the standard rules around timings and repayment were sufficiently clear and that required money to be committed to a project even if the timing wasn't ideal.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Clerk |

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|                                                | <ul style="list-style-type: none"> <li>- Deposit account – it was noted that the account opening balance had been transferred and clerk was awaiting online access details.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
| <b>7. Planning &amp; Highways</b><br>107/24-25 | <p>The following applications were discussed:</p> <p><b>S/RES/24/0947</b><br/> Re: A reserved matters application (access, appearance, layout, scale and landscaping) for 137 dwellings and associated infrastructure – Reserved Matters from previous outline permission S/OUT/13/1555.<br/> At: Parcels R6 And R7, Land North Of A420 Swindon</p> <ul style="list-style-type: none"> <li>- A response had been sent prior to the meeting. Noted that further documents have been received for these reserved matters to be responded to in due course if required.</li> </ul> <p><b>S/PAOTH/24/1190</b><br/> Re: Prior Approval application for the Change of Use of building from commercial (Use Class E) to 26 nos flats (Use Class C3) and associated works.<br/> At: Unit 9, Lancaster Place</p> <ul style="list-style-type: none"> <li>- Responded to prior to the meeting with nothing to add to our previous comments</li> </ul> <p><b>S/24/0981</b><br/> Re: Change of use from Agricultural Land to Residential curtilage. Creation of new vehicular access to Priory Lodge, closure of existing vehicular access, erection of new boundary treatment and gates, associated ancillary works.<br/> At: Priory Lodge, Thornhill Road South Marston Swindon</p> <ul style="list-style-type: none"> <li>- Response submitted with no additional comments to those previously made for this application.</li> </ul> <p><b>S/24/1169</b><br/> Retention of a Pond, double garage, ground floor kitchen extension and a reduced domestic curtilage; installation of the re-routed Public Right of Way including landscaping and other associated works.<br/> At: Haybarns, Morses Lane South Marston Swindon SN3 4FX</p> <ul style="list-style-type: none"> <li>- Response submitted prior to the meeting supportive of the changes to bring the development in line with the permission.</li> </ul> <p><b>S/RES/24/0923</b></p> |  |

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|                                                                                            | <p>Re: Erection of 134 dwellings and provision of public open space with associated infrastructure and earthworks (layout, scale, appearance and landscaping) - Reserved Matters from previous outline permission S/OUT/13/1555.</p> <p>At: Land At Parcels R8 And R9 (East And West Of Old Vicarage Lane), Land North Of A420 New Eastern Villages, South Marston Swindon</p> <p>Deadline: 26<sup>th</sup> November</p> <ul style="list-style-type: none"> <li>- Basically supportive, with Cllr Hole to raise comments and pass through SPWG for review and submission.</li> </ul>                                                                                                                         |       |
| <p><b>8.</b> Discuss consultation regarding remote meetings and proxy voting 108/24-25</p> | <p>The consultation was discussed and it was generally agreed that remote meetings would be acceptable but only in exceptional circumstances. Hybrid meetings were generally seen as not desirable as they hinder proper debate.</p> <p>On the subject of proxy voting it was generally agreed that this was not acceptable. A possible scenario was raised by Cllr Thunder whereby a proposal may be on the agenda but a councillor might not be able to attend. In this event it was agreed that most occurrences like this would be dealt with by postponing the proposal.</p> <p>Clerk to respond online.</p>                                                                                            | Clerk |
| <p><b>9.</b> Reports from Working Groups 109/24-25</p>                                     | <p><b>Communications Working Group:</b></p> <p>Report was reviewed, there were no comments.</p> <p><b>Open Spaces Working Group:</b></p> <p>Report reviewed:</p> <ul style="list-style-type: none"> <li>- Oxleaze wood – Cllr Thunder mentioned that some diseased trees need to be cut down and this would be done by volunteers soon.</li> </ul> <p><b>Allotments Working Group:</b></p> <p>Report was noted:</p> <ul style="list-style-type: none"> <li>- Use of remaining s106 funds was discussed, including the suggestion of a future purchase of a quad bike to enable work to take place across the expanded parish. To be reviewed and Cllr Thunder said he welcomes other suggestions.</li> </ul> | Clerk |

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|                                                    | <ul style="list-style-type: none"> <li>- The purchase of the adapted storage container for use as a workshop/tool store was discussed.</li> </ul> <p>It was noted that several suppliers had been reviewed and considered, but Cllr Thunder had settled on the recommended choice of supplier as they were the most suitable to our requirements of a 'single trip' container with best conversion options.</p> <p>Council resolved to approve spending up to £9,680 for converted container and delivery. Funds to be spent from the s106 allotment fund.</p> <p>Proposed: BT<br/>Seconded: NH<br/>Approved: All</p> <p><b>Rights of Way Working Party:</b></p> <p>No report was given.</p> | BT   |
| <b>10.</b> Reports relating to expansion 110/24-25 | <p><b>Strategic Planning Working Group</b></p> <p>Report was reviewed:</p> <ul style="list-style-type: none"> <li>- Chair to meet with parties involved in the land transfer related to the school expansion. No further update from SBC on this despite being chased several times.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                              | None |
| <b>11.</b> Other reports 111/24-25                 | <p><b>SMRA and Play Working Group report:</b></p> <p>Report was reviewed:</p> <ul style="list-style-type: none"> <li>- The use of the lengthsman for some SMRA tasks was discussed. Best approach to this to be reviewed.</li> </ul> <p><b>Parish/borough Liaison:</b></p> <p>Verbal report was given.</p> <ul style="list-style-type: none"> <li>- Chair summarised ongoing issues of interaction between SBC and parishes. The new Borough team were not supportive of the work done to date.</li> </ul>                                                                                                                                                                                   | None |
| <b>12.</b> Finance 112/24-25                       | <b>To review and approve finance statement, bank statements and payments:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |      |

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|                                     | <ul style="list-style-type: none"> <li>- Council resolved to approve payments totalling £68,892.04 (including £60,000 transfer to new deposit account that was made prior to the meeting)</li> </ul> <p>Proposed: BT<br/>Seconded: MP<br/>Approved: All</p> <p><b>Spending approved at this meeting:</b></p> <ul style="list-style-type: none"> <li>- £9,680 for allotment store/workshop</li> </ul> <p><b>2<sup>nd</sup> Quarter Financial Management Report:</b></p> <p>Report was reviewed and discussed. Minutes from the FWG meeting were also reviewed. Council resolved to accept the report:</p> <ul style="list-style-type: none"> <li>- Proposed: BT<br/>Seconded: NH<br/>Approved: All</li> </ul> | None |
| <b>13. Matters b/f</b><br>113/24-25 | <p>Cllr Thunder mentioned the initiative to replace trees in Greenfields.</p> <p>Cllr Hole said that he was trying to arrange another visit to the Panattoni site if anyone would like to accompany him.</p> <p>Cllr Leathart reported a positive experience with getting a pothole repaired outside his house.</p>                                                                                                                                                                                                                                                                                                                                                                                          | None |

**The meeting closed at 9:00pm**

**Signed by Chairperson:**

**Date:**