

Notice of meeting

16th July 2026

Councillors are summoned to a meeting of South Marston Parish Council on **Tuesday 21st July 2026 at 7:30pm** in the Village Hall. Members of the public are welcome to join the meeting.

Kevin Morgan, South Marston Parish Council

Agenda item	Supporting info	Start time
Open 10 minutes	None	7:30pm
1. Apologies	None	7:40pm
2. Signing of Acceptance of Office forms		7:40pm
3. Declarations of interest Members are reminded that they should declare any interest they have in an agenda item at the start of the meeting or, if not previously foreseeable, during any discussion of the matter concerned.	None	7:40pm
4. To approve the minutes of the Parish Council Meeting held on Tuesday 16th June 2026	Website	7:40pm
5. To receive Ward Councillor update		7:40pm
6. To review and update the Parish Council actions	Actions	7:50pm
7. To review and update the Parish Council calendar	Timeline	7:55pm
8. To review and discuss the Clerk's Report	Report	8:00pm
9. To review and comment on Planning & Highways matters: S/COND/25/1561 Re: Partial Discharge of Conditions (11) LEAMP (13) Tree Protection (17) Bats (25) Turning Facilities (36) CMS (37) CEMP (42) Surface Water Drainage (54) Materials from previous application S/OUT/13/1555. At: Land North Of A420, Eastern Villages Swindon Deadline: 30th June 2026 S/25/0563 Re: Siting of a Hot Food Vending Vehicle. At: Lay-by, Highworth Road Swindon Deadline: 9 th July 2026	SBC planning website	8:10pm
10. To review and adopt Website Accessibility Statement, Publication Scheme and Data Retention Policy		8:15pm
11. Reports from Working Groups a) Communications b) Open Spaces c) Allotments d) Rights of Way	Reports	8:20pm

e) Village Hall		
12. Reports relating to Expansion Strategic Planning Working Group	Report	8:40pm
13. Other reports a) SMRA b) Parish/Borough Liaison	Reports	9:00pm
14. Finance - To review and approve finance statement and payments	Finance Statement	9:20pm
15. To review proposed future agenda items	None	9:30pm

This meeting may be recorded by the Council or members of the press or public. Such recording should be in accordance with the Council's Recording Policy – this is available on the website and a copy will be made available at meetings.

Ward Councillor Update:

Report details	
Report Date:	21/07/2026
Report written by:	Cllr Matthew Vallender
Inclusion in PC meeting:	July 2026
Agenda item number:	5
Progress/activity update	
Greenfields Corner	We now have confirmation of the Highway extent on the corner of Greenfields that is being damaged by cars. Highways therefore don't have an objection to tree planting here. <i>MEM012096 Greenfields - Damaged grass verge and footpath</i> <i>The action taken: I have sent the Highway extent plan to you by email today - so hopefully this information will be helpful. Interesting to see of tree planting assists with this issue.</i> <i>Philip Martlew, Highways & Transport</i>
Thornhill Road Roundabout Issues	This is still ongoing between the developers and Highways Agreements, not much of a further update at this time.
20mph Zone Changes	I have been liaising with SBC Highways and the developers to try and get the traffic calming measures along the stretch of OVL currently closed installed before the road reopens to avoid a second road closure.
Chapel Lane Grass	I have been working with SBC Housing/Grounds Team to get the patch of grass outside the Chapel Lane bungalows back on the work programme as it has previously been maintained by a resident who is no longer able to do so.
Greenfields Culvert	Issues with the Greenfields Culvert and fly tipping have been raised with the team.
Developer Meeting	A productive meeting with the developers on the 25 June, update to be included on the SPWG report.
Planning Enforcement Case for 19 Highworth Road	A case is open with the Planning Enforcement team and they are investigating the alleged breaches of planning permission with the building works onsite. No further update this month.
Magdalene Close Adoption	This is still progressing and Bellway are working on resolving the remaining issues in order to progress the road adoption. I have also raised issues with the sewage infrastructure with Thames Water.
Oak Tree	A resident has written to me about an overgrown oak tree on Panattoni's land next to their garden fence. Barry has raised this with Panattoni and we are awaiting an update.

Allotments Meeting	Sylvia and I met with the new Cabinet Member with responsibility for allotments to discuss local concerns. <i>Further verbal update to be given as the meeting is on 16th.</i>
Developer Issues	Some ongoing issues with construction traffic that Nigel and I have been raising. We are close to the end of the disruption from the OVL closure which will massively help with this. Reminders have gone out to all contractors of the need to not use village roads. Thank you to Nigel for keeping an eye on the situation here and following up.
Highworth Road Sinkhole	A small sinkhole had opened up outside Quarry Farm on Highworth Road. Highways were out within a few hours to cone off and back out the following day to repair. Great work by the team.
Children's Home (Ashdene)	The manager of the new children's home at Ashdene has written to me with Highways safety concerns in the bends. I will be meeting with her shortly to discuss further, but these concerns were raised at the time of the LDC planning application by myself and Highways.
Local Plan Regulation 19 Consultation	Cabinet has approved the Local Plan going out for the Reg 19 consultation. As part of this, the updated draft Local Plan is now public again. Although this has to now go through Full Council on 6 August, there is nothing to stop SMPC preparing its submission now, noting that changes can/will be limited due to the late stage in the process.
Free Schools Programme	The below press release was issued on Friday 10 July regarding the Labour Government's cancellation of the free schools funding for two schools in the NEV, which includes the secondary school in Great Stall East. <i>To be discussed further in the meeting.</i>

PRESS RELEASE

Council responds to Government's funding blow for New Eastern Villages schools

The councillor responsible for education in Swindon has expressed her disappointment following the Government's decision not to proceed with free school funding for two planned schools in the New Eastern Villages (NEV).

The proposed schools at Great Stall East and Lotmead were intended to support growing demand for places in line with significant housing development in the area.

Now Swindon Borough Council faces a £55.3m funding shortfall to deliver both schools itself.

The Council is reviewing the impact of the decision on its wider place planning strategy, both across the New Eastern Villages and the rest of the Borough, to ensure there continues to be sufficient school places for local families.

As part of this work, the Council is considering several potential measures, including:

- working with existing schools to explore increases to Published Admission Numbers (PAN) where this is feasible and educationally sustainable
- progressing planned expansions or adaptations to existing school buildings where additional capacity can be created
- continuing discussions with the Department for Education on capital schemes, including the School Rebuilding Programme (SRP) - a national initiative to fund major rebuilds and refurbishments of school buildings - with local projects at Lawn Manor Academy, Wroughton Infants and Highworth Warneford, alongside exploring further opportunities to increase provision
- reviewing sufficiency planning assumptions in light of housing growth and updated pupil forecasts, including whether further capital solutions may be required

Councillor Kate Tomlinson, Swindon Borough Council's Cabinet Member for Children and Education, said: "We are incredibly disappointed by the Department for Education's decision not to move forward with two of the free schools in the New Eastern Villages, particularly given the clear and growing demand for school places in this part of Swindon.

"This decision creates additional pressure in an area where schools are already operating close to capacity and, in some cases, are planning expansion works to meet future need. It is therefore essential that we act quickly to address the implications.

"Our priority is to ensure every child in Swindon can access a good local school place. We are actively working through the implications of this decision and putting in place mitigations to maintain sufficiency as our communities grow.

"This includes working closely with schools, academy trusts and the Department for Education to explore a range of options and identify the most sustainable solutions.

"In the meantime, with demand for school places continuing to grow, including SEND school places, we hope that the Government will rethink its decision not to proceed with the two new free schools in the New Eastern Villages. Especially when the Government expects us to meet housing targets which will result in higher pupil numbers."

Actions:

Group, AWG – Allotments Working Group, SPWG – Strategic Planning Working Group, FWG – Finance Working Group, NPC – Neighbourhood Planning Committee, SBC – Swindon Borough Council, NP – Neighbourhood Plan, SMRA – South Marston Recreation Association, NEV – New Eastern Villages, GDPR – General Data Protection Regulations

In Progress – started but no significant progress yet

Progressing – some notable progress has been achieved

Done - means that action is complete but there may be a need for a follow-up.*

Meeting & minute	Area	Action	Progress update	Owner	Review date
Oct 24 92/24-25	Clerk's Report	Wiltshire Prepared – initial brief discussion had, meeting to be arranged by end July.	Progressing	Clerk	Aug 26
Mar 26 155/25-26	Ward Cllr Update	Clerk to research signage costs for use in emergencies such as flooding.	Progressing	Clerk	
May 26 21/26-27	Clerk's Report	Invoices to Ward Williams for CN inserts and rec repairs. Chased.	Progressing	Clerk	
Added in June 2026					
Jun 26 42/26-27	Working Groups	Village garden – chair to speak to residents about boundaries.	Done	Chair	
Jun 26 47 & 48/26-27	Finance	Clerk to post audit information to website and submit AGAR papers to external auditor.	Done	Clerk	

[Return to agenda](#)

Calendar:

JUNE 2026		
Responsibility:	Activity:	Progress
Council admin	Approval of Annual Return by full PC	Done
Council admin	Public viewing of accounts	Done
Council admin	Review S106 log and information	Progressing
Comms WG	Produce July edition of Community News	Done
Agenda items:	- Approve and sign Annual Return - Publish Annual Return	
JULY 2026		
Responsibility:	Activity:	Progress
Council administration	Host public viewings of accounts	Done
Council administration	FWG meeting to review Q1	Late July/early August
Agenda items:	None	
AUGUST 2026		
Responsibility:	Activity:	Progress
Council administration	Inspect allotments and notify holders of results	
Council administration	Review archive status	
Communications Working Group	Produce September edition of Community News	
Council administration	Present Q1 Financial Mgt report	
Agenda items:	- Review and approve 1st quarter Financial Management Report	

[Return to agenda](#)

Clerk's Report:

Report details	
Report Date:	July 2026
Report written by:	Clerk
Inclusion in PC meeting:	July 2026
Agenda item number:	8
Overview	
Google Licensing & IT S106 log Footpath 2	
Item	Progress/activity update
Google Workspace Licensing & IT	We have been notified by our current provider that they are ceasing to manage Google services. An alternate provider has been recommended and clerk has engaged with the new Google partner. Costs will be similar to previously. Our annual licensing agreement renews in September so the changeover of provider needs to be done soon. We have previously mentioned the possibility of changing to Microsoft 365 as our IT package, as we currently purchase some Office licenses and so duplicate some costs. However such a migration would require considerable IT effort and external support. Propose this is something to consider in plans and budget for 27/28 and beyond, with an overall review of how we manage our IT as the council grows. While the current reliance on the Clerk to try to resolve issues in the first instance is okay currently, it is not really sustainable in the future.
S106 Log	A current concern is Bellway s106 funds that are due to expire in Jan 27 – while we have sight and control of some ourselves, considerable amounts remain within SBC's remit. Having approached the SBC s106 team, it appears those pots have been allocated to projects which should ensure they are protected. Log to be updated with these and also relevant HHT s106 commitments.
SMRA funds transfer	SMRA has requested a transfer of £1,000 from the funds held by the PC to their account. Payment included on this month's schedule.
Footpath 2	The bridge issue on footpath 2 remains outstanding and we have heard nothing since raising the matter. Footpaths officer @ SBC is currently not available – email sent to chase and Cllr Vallender also raised this with the relevant team.
SLCC Membership	Annual subscription fee of £253.00 is included for payment this month.
Training Day	Clerk attended a training day in Highworth in June – this involved discussions about use and pitfalls of AI, project management and finance matters such as tendering and VAT.

Invoices to Ward Williams	The two invoices - for £250 for inserts and £1,000 for recreation ground repairs – remain outstanding. These were chased at meeting with WW.
Communications	- SBC is launching an a ‘Big Town Centre Clean Up’ and is seeking help from other organisations including parishes and volunteers. - Complaints sent to the PC and Cllr Vallender regarding the signage at Pound Corner and suggested danger to pedestrians.
Actions or queries for consideration by the Council at PC meeting	
Note the required change in IT licensing provider. Discuss potential contribution to SBC’s Town Centre project.	

[Return to agenda](#)

Communications Working Group:

Verbal report to be given.

Open Spaces Working Group:

Verbal report to be given.

Allotments Working Group report:

Verbal report to be given.

Rights of Way Working Party:

Verbal report to be given (if any).

Village Hall Working Group:

Verbal report to be given (if any)

Strategic Planning Working Group report:

Report details	
Report Date:	15.07.26
Report written by:	Colin McEwen, Sylvia Brown
Working Group meeting date:	
Inclusion in Parish Council meeting:	July 26
Agenda item number:	12
Public or confidential:	Public

Overview	
HHT - various 20 mph – Street works planned Village centre – no news Footpaths Street naming	
Item	Summary
HHT	TW now installing pavements and lighting, to complete by end Aug. Otherwise not much movement on the planning front. ‘Cautious’ SBC approval given to Rowborough Primary Street application – more submissions required relating to residential junctions along the route. We are meeting with SBC planners on 4th Aug to discuss outstanding, to include: - Rowborough R14/15 incl. allotments. Amended plans anticipated - Community Orchard: Amendments being discussed - SM East Open Spaces Plan: Highly critical Drainage Engineer comment backing up our concerns – resubmission anticipated - Western Substation: Amended proposals awaited. Also hope to try and resolve how the multiple applications affecting landscaping on Morses Lane can be resolved. - No firm proposals for utilities connections to existing dwellings - Rowborough Farmhouse: No proposals yet First occupations happening this month.
20 MPH	SBC planning works to coincide with TW closure which will mean less upheaval in future months
Village Centre	No progress or news despite chasing.
Footpaths	Permanent pedestrian access from Hammerman Way western end to Keypoint now established.
Street Naming	Names submitted now for all South Marston expansion parcels.
Panattoni	No confirmation of next buildout area.
PC Actions/Recommendations	
• Note the above	

SMRA report:

Report details	
Report Date:	14.7.2026
Report written by:	Sylvia Brown
Working Group meeting date:	4.7.26
Inclusion in Parish Council meeting:	July 26
Agenda item number:	13
Public or confidential:	Public
Rec Safety and immediate action required. Maintenance and improvements Consultation on transfer of the Hall to the Parish Council.	
Rec Safety – unanticipated costs	SMRA is once again required to act because of the effect of heatwaves and lack of rain. The grass surface is developing large cracks which are a risk to the public. Warning notices at strategic locations have been erected. Where the cracks are along the drain lines, special treatment (as last year) is required with suitable fill material that doesn't block the drains. In other locations, the priority is to fill gaps and dips ahead of the Party in the Park and replace split matting under play equipment caused by the mats being pulled apart. In addition, the tarmac path from Thornhill Road gate is again displaying cracks which could cause an accident and action is required. Parts of the grit path need similar attention. Cracks have also appeared on the adult football pitch where repairs had to be done following the developer's 'pitch invasion'. SMRA is of the view that all these cause risk to users of the Rec, and therefore require action. Until this year, we had thought that the infill requirement would be something that needs doing every few years, not, as we now anticipate, every single year. SMRA's estimate of annual costs given during the 2026-27 budget process covered anticipated maintenance and repairs but not such expensive remedial action. We did, however, highlight that there may be a need for additional finance for intermittent work such as grass cracking. That situation has now arisen, and given it is now happening every year, it will, in future, be expressed as part of our annual requirements. Parts of the work to infill have traditionally been done by a mix of contractors and volunteers, but we no longer have same availability of fit/able volunteers. Given the size and range of the deliveries required, it is best that all the necessary work is done at the same time. SMRA has therefore requested quotes for all the work from Allbuild. Initial indications are that for repairs to all areas, including replacing matting that has split under play equipment, will cost around £3,000 ex VAT.

	We had not budgeted for such expenditure and ask that the Parish Council considers whether we can a) Exhaust the remaining S106 Bellway sports funding (around £1,650 remaining) b) Apply for the remainder from the SMPC 'Facilities Fund' which was specifically created to support intermittent, high cost needs associated with community facilities.
Football	All 3 existing teams have signed up to continue playing at South Marston, even though they know they may be forced to use the northern pitch during the season if work starts on the new village hall before spring 2027.
Play Area	Sovereign Play have conducted their autumn inspection. Nothing raised that was new and significant in risk terms – most medium risk items have either been dealt with or are currently being addressed by work being commissioned.
SMRA consultation on the transfer of the Hall	The consultation period has now ended, and the results reviewed. A full report is in preparation to show the result for submission to the Charity Commission. All but one response was in favour of the transfer. Several detailed conversations were had either at the HYS event, or by email. The Charity Commission has managed to supply us with the missing 1993 governing document of the South Marston Village Hall charity. There are one or two points we need to investigate on that in preparation for our transfer submission, including how we tackle the finance that is currently reported to the Charity Commission under the auspices of the VH charity.
VH repairs	The front gate now opens and closes properly, thanks to the supporting pillar being repaired by Ray Turner, for which we are very grateful. Despite regular investigation, there is no further progress on determining the cause of the 'light tripping' issue.
Party in the Park	Final arrangements are being put in place by the Fete Committee. Some promised sponsorship has yet to be received. Risk assessments have been done. Bar licence (TENS) has been obtained. An additional plug socket is being put in the changing rooms to better manage the load required by catering/lights etc. The funfair is already onsite.
PC Recommendations/Actions • Note the report • Agree to use of the remainder of the S106 Bellway Sports Fund and the SMPC Facilities to cover the urgent remedial work required on the Rec as a result of 'grass cracking'.	

Parish/Borough Liaison report:

Verbal report to be given (if any)

[Return to agenda](#)

Finance

July 2026

Account balances:

Account	Balance date	Balance
Unity Trust	30/06/2026	£47,518.00
Nationwide	14/07/2026	£90,110.55
Hinckley & Rugby BS	15/07/2026	£61,574.60
	TOTAL:	£199,203.15

Payments

Payment method	SMPC ref	Payee	Reason	Dept	VAT	Total
BACS 22/07/2026	0047	Mandy Larcombe	Bookkeeping	Admin	£0.00	£135.00
BACS 22/07/2026	0048	Allbuild	Pitch marking & rec grass 4 of 8	SMRA	£150.15	£900.90
BACS 22/07/2026	0049	Allbuild	Waste collection	Open Spaces	£31.10	£186.58
BACS 22/07/2026	0050	Allbuild	Grass cutting 4 of 8	Open Spaces	£172.61	£1,035.66
BACS 22/07/2026	0051	Allbuild	NL and Allotment verges	Open Spaces	£99.75	£598.50
DD 16/07/2026	0052	Lloyds Bank	Various	Admin	£7.78	£52.64
DD 29/06/2026	0053	Scottish Widows	Pension	Admin	£0.00	£305.44
BACS 31/07/2026	0054	Staff	Salaries	Admin, comms	£0.00	£2,237.86
DD 30/07/2026	0055	HMRC	Month 4	Admin	£0.00	£607.49
BACS 22/07/2026	0056	SLCC	Annual membership	Admin	£0.00	£253.00
BACS 22/07/2026	0057	SMRA	VH Hire	Admin	£0.00	£90.00
BACS 22/07/2026	0058	J Wright	Lengthsman hours	Various	£0.00	£397.50

BACS 22/07/2026	0059	Webbs	Allotment materials	S106 allotments	£54.59	£327.53
BACS 22/07/2026	0060	SMRA	Transfer of funds	SMRA	£0.00	£1,000.00
BACS 22/07/2026	0061	B Thunder	Credit card repayment correction	Admin	£0.00	£6.74
				TOTALS:	£515.98	£8,134.84

Credit Card summary form

Month: July 2026

Cardholder: Kevin Morgan

Payee	Reason	Dept	Code	Net	VAT	Total	Receipt attached
Vonage	Phone Line	2	7080	£13.33	£2.67	£16.00	Y
Lloyds Bank	Monthly fee	2	7605	£3.00	£0.00	£3.00	Y
Microsoft	Office licenses	2	7080	£25.53	£5.11	£30.64	Y
	TOTALS:		TOTALS	£41.86	£7.78	£49.64	

Cardholder: Barry Thunder

Payee	Reason	Dept	Code	Net	VAT	Total	Receipt attached
Lloyds Bank	Monthly fee	2	7605	£3.00	£0.00	£3.00	Y
	TOTALS:		TOTALS	£3.00	£0.00	£3.00	