

Notice of meeting

13th August 2026

Councillors are summoned to a meeting of South Marston Parish Council on **Tuesday 18th August 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. To resolve in accordance with Standing Order 3 (d) that ‘in view of the confidential nature of the business about to be transacted and in the public interest, that the press and public be temporarily excluded, and they be instructed to withdraw’. Reason: Co-option discussion.	None	7:40pm
3. Co-option of Councillor	None	7:40pm
4. 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
5. To approve the minutes of the Parish Council Meeting held on Tuesday 21st July 2026	Website	7:40pm
6. To receive Ward Councillor update		7:40pm
7. To review and update the Parish Council actions	Actions	7:50pm
8. To review and update the Parish Council calendar	Timeline	7:55pm
9. To review and discuss the Clerk’s Report	Report	8:00pm
10. To review and comment on Planning & Highways matters: S/RES/26/0521 Re: Reserved matters application, pursuant to outline planning permission S/OUT/13/1555/EDSN for parcels, for the construction of 133 dwellings (Parcels R14 & R15). Approval sought for the appearance, landscaping, layout, scale. At: R14 And R15, Land North Of A420 Eastern Villages Swindon Deadline: 7 th August 2026 - Response submitted prior to meeting. S/RES/26/0667 Re: A reserved matters application (access, appearance, layout, scale and landscaping) for 159 dwellings and associated infrastructure. The outline planning application was accompanied by an Environmental Statement.	SBC planning website	8:10pm

At: Parcel R10, Land North Of The A420 Swindon Deadline: 25 th August		
11. Reports from Working Groups a) Communications b) Open Spaces c) Allotments d) Rights of Way e) Village Hall	Reports	8:20pm
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. To approve request for expenditure from PC reserves for recreation ground repairs		
15. Finance - To review and approve finance statement and payments - To review Q1 Financial Monitoring Report	Finance Statement	9:20pm
16. 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:	13/08/2026
Report written by:	CLlr Matthew Vallender
Inclusion in PC meeting:	Aug 2026
Agenda item number:	6
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. We do need to decide whether we want to plant trees here this autumn. <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	Traffic calming measures have been/are being installed this month with a few for the zone to go live from 1 September 2026. The SSEZ signage has also been put in place too. Very good news locally this is finally over the line. Work then turns to campaigning for the extension of the zone through the bends and the Ashdene chicane.
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. We are still awaiting HRA sign-off to fund as housing is legally separate from the rest of SBC operations. I have been in discussions with Kevin/Barry on SMPC potentially maintaining the hedge and have raised the brook overgrowth with the EA.
SBC Planning Meeting	Verbal update if required and not discussed elsewhere.
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. There have been some additional sensitivities onsite which is complicating the investigation. I am getting regular updates from the team.

Magdalene Close Adoption	This is still progressing and Bellway are working on resolving the remaining issues in order to progress the road adoption. Thames Water have confirmed the sewage smells do not relate to any of their assets, so I am now picking this up with Bellway.
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.
Local Plan Regulation 19 Consultation	Cabinet and Full Council have approved the Local Plan going out for the Reg 19 consultation.
Party in the Park	South Marston Party in the Park was the biggest yet and a fantastic afternoon and evening. Huge amounts of money raised for all the local groups who had stalls/participated. Massive thank you to everyone who volunteered on the day and donated towards the fundraising.
Manor Park Tree	I am still working with the Tree Team on this one – challenge here is land ownership as this is one of those plots of orphan land. Awaiting confirmation from the SBC Tree Team on ownership and if we can enforce anything.
OVL Road Width	Concerns had been raised over the width of OVL with the new pavements now installed. This has been investigated and we believe it has been built to spec. We will keep an eye on this once the road reopens and raise where appropriate.
Footpath 2 bridge	I have been working with Kevin to get these repairs moving as SBC Highways has been silent since March. This is now being investigated by the new Bridges/Structure Inspector and we are awaiting further updates.
Hammerman Way	New residents have begun moving into the Vistry and Taylor Wimpey parcels. We have already had enquiries about the possibility of Hammerman Way becoming a 20mph zone too. This road is currently unadopted which means SBC Highways cannot/will not progress this any further until adoption. One to keep an eye on once traffic is using and discuss down the line.
Miscellaneous Highways Updates	Highways have indicated they intend to increase our LTP allocation for resurfacing in 2028 due to their concerns about the road surface. We should therefore hopefully see a wider resurfacing programme than initially planned – which is good news. I have made a few requests to the highways team for our ward list and future consideration: • Removal of the double pavement outside the Highworth Road bungalows and the creation of a layby to give the residents here some off-road parking • Chicane by Ashdene as vehicles head into the village to bring down traffic speeds • No HGV signage at the other end of the A420 layby after a lorry got stuck there
Supporting Houses Facing Food Insecurity	The Rapid Relief Team, which is a group of volunteers from the Plymouth Brethren Church, have reached out to me to explore whether there are any local households who are facing food insecurity and/or financial hardship and could benefit from food boxes. If anyone is aware of a household that could benefit from this, please reach out to me discretely.

Carriers Arms	We should hopefully see the reopening of the Carriers Arms this month after all the renovations – I am sure we are all looking forward to this!
Big Town Centre Clean Up	A volunteer session for Borough and Parish Councillors has been arranged for 10am-12pm on Saturday 22 August. We're hoping for good numbers and there have been quite a few sign-ups already. If you fancy joining, I'd greatly appreciate it!

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 – to be pursued and involve MV as emergency coordinator if required.	Progressing	Clerk	Aug 26
Mar 26 155/25-26	Ward Cllr Update	Emergency signage – to be revisited if required. Item to be removed.	To be removed.	Clerk	
May 26 21/26-27	Clerk's Report	Invoices to Ward Williams for CN inserts and rec repairs. Chased.	Progressing	Clerk	
Added in July 2026					
July 55/26-27	Ward Cllr Update	Include Greenfields tree planting in August agenda.	Progressing	Clerk	
July 60/26-27	Core Documents	Clerk to finish and upload new documents.	Progressing	Clerk	

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Calendar:

JULY 2026		
Responsibility:	Activity:	Progress
Council administration	Host public viewings of accounts	Done
Agenda items:	- None	
AUGUST 2026		
Responsibility:	Activity:	Progress
Council administration	Inspect allotments and notify holders of results	
Communications Working Group	Produce September edition of Community News	
Council administration	Prepare and circulate Q1 Financial Monitoring report	Done
Agenda items:	- Review Q1 Monitoring report	
SEPTEMBER 2026		
Responsibility:	Activity:	Progress
Council administration	Review archive status	
Council administration	Circulate budget requirements ideas sheet	
Agenda items:	- Archive review	

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Clerk's Report:

Report details	
Report Date:	Aug 2026
Report written by:	Clerk
Inclusion in PC meeting:	Aug 2026
Agenda item number:	9
Overview	
Google Licensing & IT Footpath 2 Greenfields Trees	
Item	Progress/activity update
Google Workspace Licensing & IT	Meeting held with new provider and basic SLA has now been signed. Completion of changeover expected imminently – there should be no visible change to users. Note that Google Workspace features some infrastructure protection but does not feature regular user level backups. Council requested to approve expenditure for extended backup provision for Clerk, Cllr Brown and editor. Cost £5 per user per month – additional annual cost £180. This ensures that those users' emails and files are backed up daily. Estimated total annual cost for Google Workspace (10 users) and backup licensing for 32 users = £888 + VAT. Budgeted cost £708. Falls within the overall IT and phone Licensing budget allowance (£1,800).
Footpath 2	Still no progress. Matter has been escalated by Cllr Vallender and action has been promised by appropriate director. To be monitored.
Trees in Greenfields	To discuss provision of replacement trees, aftercare and watering.
Invoices to Ward Williams	The two invoices for reimbursement of costs remain outstanding despite chasing.
Actions or queries for consideration by the Council at PC meeting	
Request for additional expenditure on backup solution via new Google Workspace provider. To discuss trees in Greenfields.	

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Communications Working Group:

Report to be circulated separately.

Open Spaces Working Group:

Report details	
Report Date:	11 th August 2026
Report written by:	Barry Thunder
Inclusion in PC meeting: Agenda item number:	Aug 2026 11
Overview	
Lengthsman work Village Garden Hedge Chapel Lane	
Progress/activity update	
Lengthsman progress & task list	Grass cutting is greatly reduced under current drought conditions, so Justin has been able to support work for SMRA and TfCC for the rec trees. Recent weed spraying on local roads was successful. The St. J Gazebo is painted and work is in hand to repaint the bench/table seat by the pond as well as the information board.
St Julain's Woodland	An inspection of reported overhanging branches is in hand for action in October 2026
Oxleaze Woods & Morses Lane	A tender document for the proposed new path from the R1 & R2 housing site is in hand for late September with support from Matt.
Village garden fence	We recommend removing 90% of the existing fence (leaving a section of the rail fence with house numbers etc.) and overgrown bushes to gain easier access for grass cutting. Cost via Allbuild TBA at meeting. Remove ALL existing small plant growth, leaving 4 trees. Replace fence with knee rail fencing of 37mt in three sections between trees. Est cost £1240 (plus a 2nd quote to follow). Later, ground to be levelled & turfed, subject to future PC cost approval. Gardening club planters to be relocated and placed (raised up) inside fence line to add colour,(annual maintenance to be discussed prior). Once completed, ongoing work hours will be more manageable (grass & tree maintenance). Future thinking to reduce the diameter of the circular flower bed to focus on the specimen Oak Tree together with annual bulb planting, all subject to approval.

Trees for Climate Change	The Rec new trees planting sites are being recovered with wood chippings under the directions of Lionel.
Chapel Lane bungalows hedge	We recommend adding this to Justin's annual work list. Initially to reduce height to under 5ft and reduce width, using Allbuild. Annual time cost est at 3 hours (est ££45 pa). Initial work cost via Allbuild to be provided.
Actions or queries for consideration by the Council at PC meeting	
Approval for the Village Garden/War Memorial initial work (cost to be advised at/prior to meeting). Approval to reduce Chapel Lane hedge volume at a one-off cost (to be advised at/prior to meeting). Approval to add this hedge cutting to Lengthsman's annual duties - approx 3 hours per year.	

Allotments Working Group report:

Report details	
Report Date:	11 th August 2026
Report written by:	Barry Thunder
Inclusion in PC meeting: Agenda item number:	August 2026 11
Overview	
Allotment plot update. Water use. Plot requirements for future need. Noticeboards	
Item	Progress/activity update
Allotment plot update	All plots let with 3 tenants under warning to improve the cultivation of their plot. However due to the drought the ground is hard to manage in the daytime heat. Weed growth is very active.
Water usage	Whilst we have no positive proof, we hold a strong suspicion that a tenant has been using water from our system for external use. All outlets are now locked down to try and prevent this. Water pressure has also been reduced from the mains supply.
Future planning to increase plot numbers	We are looking at alternative plot layout ideas by reducing the size of some larger plots as they become available, such as removing wire fencing and removing pathways. Perhaps also some use of raised beds only to provide easier maintenance for young families to manage.
National Allotment Society	I am looking to take PC membership with the National Allotment Society for a year to explore ideas they may have. Request approval of membership costs at £70 per year.
Car park planting	We have reduced watering of plants in the beds. All fruit trees are watered 3 times per week.
Noticeboard and signs	Some A4/A3 clip notice boards are to be erected around the site to rehome old notices and an information board.
Actions or queries for consideration by the Council at PC meeting	
Councillors, please note all the above. Approve joining National Allotment Society at cost of £70.	

Rights of Way Working Party:

Verbal update to be given (if any).

Village Hall Working Group:

Verbal update to be given (if any).

Strategic Planning Working Group report:

Report details	
Report Date:	12.08.26
Report written by:	Colin McEwen, Sylvia Brown
Working Group meeting date:	
Inclusion in Parish Council meeting:	Aug 26
Agenda item number:	12

Overview	
HHT – Rowborough progress, meeting with SBC planners 20 mph – Street works taking place Village centre – timetable confirmed Street naming New residents	
Item	Summary
HHT	The current closed section of Old Vicarage Land is expected to reopen in early September. Rowborough: Parcels on the near edge of Rowborough Village running south from Nightingale Lane have now all come forward as Reserved Matters applications, apart from immediately adjacent to the Lane itself. These will be the housing parcels that are most visible from the green space area either side of South Marston Brook. The Village Centre, however, has not yet come forward and facilities there, such as the school and hall do not have to be delivered until late in the build phase. - Amended applications for Rowborough R10.1 and R10.2 have been submitted. It is pleasing to note that many of our comments have been actioned. - Parcel R12 has already been approved. - Revised plans were submitted for R14/15 – these two parcels are the ones at the top of the Primary Street access roads being constructed between Rowborough Lane and the Carpenters Arms. In our responses, we generally pick up on needs for connectivity and safe routes for pedestrians and cyclists, ensuring predominantly low rise building with varied roofscapes and materials and appropriate parking facilities. Our concerns about adequate surface water drainage and flood alleviation are usually echoed by the Lead Local Flood Agency and the Environment Agency. The Utility companies have yet to connect the sewers, electricity or broadband to new housing developments in South Marston. This is hampering sales.

	Outcomes from the meeting with SBC Planners: - South Marston Community Orchard, offered as alternative to allotments, is still being discussed. No strong levers to get HHT to pay for substitute plots to be provided by PC. - The allotment provision at Rowborough has been safeguarded at the moment by the developers accepting that road access either is being provided or is capable of being provided. - Morses Lane: As a result of our efforts on the Morses Lane vegetation reinstatement, planners have agreed to press for a coordinated plan to deliver adequate landscaping in the area of the two Morses Lane junctions with the new roads. - Detailed drainage plan for SM East (Bell Gardens to Primary Street) still awaited. - None of the Open Space detailed proposals (the public open space and play areas between the different housing development parcels) have yet emerged in South Marston. Delivery of these is tied to the rate of occupation of the neighbouring parcels, but the area either side of the Leaze is confounded by the need, now acknowledged, for revised proposals to deliver adequate drainage of the area. - No firm proposals have arrived for utilities connections to existing dwellings. PC has provided SBC with a schedule of properties. - Rowborough Farmhouse: Planners will contact Hallam Land and ask for proposals that will contribute to the Rowborough Centre
20 MPH	Street works part completed. Anticipated to go live next month.
Village Centre	Timetable of planning submission in September, handover to PC early 2028 confirmed. Needs to be coordinated with Bell Gardens transfer and grant of warranties in favour of the PC in case of defects. It is not clear who now has responsibility for this within the consortium as a result of personnel changes.
Street Naming	Road naming in new developments seems to only partly reflect what we expected. Numbering of houses appears particularly confusing. MV looking for greater Cllr control over Officer discretion.
New residents	Four houses now occupied on the South Marston Vistry parcel. Residents have enquired about a 20mph zone for part of Hammerman Way. Passed to MV as Borough matter.
PC Actions/Recommendations	
• Note the above	

SMRA report:

Report details	
Report Date:	12.8.2026
Report written by:	Sylvia Brown
Working Group meeting date:	n/a
Inclusion in Parish Council meeting: Agenda item number:	Aug26 13
No meeting this month. Rec safety Rec maintenance Tree mulching/watering	
Rec Safety – unanticipated costs	There has been no let up in the drought and the ground contraction/cracking continues. Most of the priority work was duly done by Allbuild ahead of the Fete/Party in the Park with the remainder being completed in early August. More material than anticipated was required and clay shrinkage is now affecting the surrounds of the changing rooms where repairs were recently carried out. SMRA has purchased 2 further Jumbo bags of sharp sand and Lionel and Justin laid that down to ensure the adult football pitch remains playable as the season is about to start. We fear we are not yet through the drought season and there may be further expense. The cost of the July safety work done by Allbuild was greater than initially planned but did include replacing significant areas of safety surfacing that is of better quality than the original which had split and lifted due to grass cracking.  We do not expect that aspect of the work being repeated every year, so this can be treated as an investment. SMRA thanks the Parish Council for their response to our plea last month for funds to ensure safety on the Rec. The offer of additional money above the £3,000 originally requested was also much appreciated, and we would like to request that full payment of the Allbuild invoice amounts (£4,121) is approved – see separate Agenda item for approval. A further series of laminated A3 notices were posted around the Rec and Lionel now has a stock of these to use as and when needed.
General Rec Maintenance	Lionel and Adam Rudnik have repaired and replaced the broken seat on the picnic table. Lionel's voluntary activity on the Rec extended to new depths. Vandal had removed the manhole cover on the foul discharge pipe behind the toilets/changing rooms and decided that throwing rubbish into the chamber was a good idea. With borrowed drainage rods the blockage was removed. Allbuild has ensured the cover can be

	secured appropriately and Lionel has replaced toilet locks and shaved a toilet door to ensure they again close properly. By agreement with Barry/Sylvia, 4 loads of wood chippings were transported from the allotments and used by Lionel and Justin to mulch the trees on the Rec that were planted under the Trees for Climate grant. Invoices from Steve Case for transport and Justin for his time are payable from the maintenance grant. Allbuild continues to water the trees/hedges on a regular basis.
Party in the Park	A great success and congratulations to the new Fete Committee for all their hard work. Final accounts should be available in September.
PC Recommendations/Actions Note the report.	

Parish/Borough Liaison report:

Verbal report to be given (if any)

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Finance

August 2026

Account balances:

Account	Balance date	Balance
Unity Trust	31/07/2026	£39,417.55
Nationwide	11/08/2026	£90,110.55
Hinckley & Rugby BS	15/07/2026	£61,574.60
	TOTAL:	£191,102.70

Payments

Payment method	SMPC ref	Payee	Reason	Dept	VAT	Total
BACS 19/08/2026	0063	Mandy Larcombe	Bookkeeping	Admin	£0.00	£135.00
BACS 19/08/2026	0064	Allbuild	Pitch marking & rec grass 5 of 8	SMRA	£174.15	£1,044.90
BACS 19/08/2026	0065	Allbuild	Waste collection	Open Spaces	£31.10	£186.58
BACS 19/08/2026	0066	Allbuild	Grass cutting 5 of 8	Open Spaces	£172.61	£1,035.66
BACS 19/08/2026	0067	Allbuild	Watering	TfCC	£216.00	£1,296.00
BACS 19/08/2026	0068	Allbuild	Safety matting	Property Reserve	£407.19	£2,443.13
BACS 19/08/2026	0069	Allbuild	Drainage channel and path repairs	S106 Play & Property Reserve	£417.00	£2,502.00
DD 17/08/2026	0070	Lloyds Bank	Various	Admin	£12.89	£223.28
DD 28/07/2026	0071	Scottish Widows	Pension	Admin	£0.00	£412.20
BACS 31/08/2026	0072	Staff	Salaries	Admin, comms	£0.00	£2,237.66
DD 31/08/2026	0073	HMRC	Month 5	Admin	£0.00	£607.69
BACS 19/08/2026	0074	J Wright	Lengthsman hours	Various	£0.00	£277.50

BACS 19/08/2026	0075	B Thunder	Expenses June	Various	£10.29	£67.25
BACS 19/08/2026	0076	B Thunder	Expenses July	Various	£44.95	£269.60
				TOTALS:	£1486.18	£12,738.45

Credit Card summary form
Month: August 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
Microsoft	Office Licenses	2	7080	£25.53	£5.11	£30.64	Y
Swindon BC	Election Fee	9	7180	£140.00	£0.00	£140.00	Y
	TOTALS:		TOTALS	£207.39	£12.89	£220.28	

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	

Q1 2026-27 Financial Management report

[illegible]