



KEEVIL PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL of Monday 06 July 2026 in the village hall

Present: Cllrs Graham Miller (chair), Rob Banfield, Simon Gough, and Caroline Munday.

In Attendance: Sarah Dow (Parish Clerk), 7 members of public including volunteer Flood Wardens John Tucker and Paul Lenaerts, plus FOKS Chair Caroline Noonan, and WC Cllr Andrew Griffin who attended part of the meeting.

General Public Consultation notes: Noting sincere thanks to Paul Lenaerts and John Tucker, plus Stuart Renfrew of Wiltshire Council, for actions following vehicular damage to the fingerpost at the Great Hinton crossroads, and the plaque proposed by Great Hinton Parish Council, Pat Tucker (recently retired from the Council) commented on the privilege of being a Parish Councillor and encouraged members of the community to consider standing for co-option. Another resident thanked Pat for her commitment and hard work, which was wholeheartedly echoed by everyone present.

MINUTE ITEMS

26/27 - 30 Apologies for absence: were noted from Cllr Rodney Meatyard.

26/27 - 31 Declaration of Vacancy

The Chair noted the resignation of Pat Tucker as a member of the council due to her retirement, and warmly thanked Pat for her splendid work on behalf of the village. The Clerk confirmed WC Electoral Services had been duly advised, the required Notice of Casual Vacancy posted Friday 12th June, with confirmation of co-option received today 6th July.

26/27 - 32 Declaration of Interest: Cllrs Banfield and Gough noted non-disclosable personal interests in item 26/27-36.4 relating to Wiltshire & Bath Air Ambulance (WBAA).

26/27 - 33 Minutes of previous meetings

Proposed and seconded by Cllrs Munday and Banfield it was **resolved the Chair sign as a correct record minutes of the Parish Council meeting on 11th May and 1st June 2026.**

26/27 - 34 Wiltshire Council (WC), Wiltshire Police (NPT), and Keevil School & Scarecrow Trail:

Wiltshire Council: Cllr Griffin gave a detailed update on enforcement matters relating to Big Dog Farm which are moving forward according to legal process. There was limited progress with KEEV7, and a conversation with the landowner still to be arranged.

NPT: No further response received from Sgt Chilton. It was noted that the Parish Council had not been informed of the Mobile Police Station's visit at the end of May, which Cllr Griffin said he would take up with the team.

Keevil School: Caroline Noonan again thanked residents for their support of May's Scarecrow Trail, which was very successful – donations to St Leonards Church and the Community Shed would be forthcoming shortly. School breaks up 17th July, so apologies for additional traffic for the end-of-term morning service at the church; there will also be an ice-cream van at the end of the day. School starts again 3rd September with new Head Teacher Helen Rutt and 78 pupils. It was confirmed the Acorn Trust Estates Team would be involved in discussions to relocate the indoor defibrillator.

26/27 - 35 Planning Matters

- (i) Applications: There were no new full planning applications for the Council to consider.
- (ii) Submission of PC Consultee responses: The following submissions since the last meeting were noted:
 - NO OBJECTION [PL/2026/02879](#) The Firs, 70 Martins Road - Proposed Rear Single Storey Extension;

- COMMENT [PL/2025/03142](#) **The Roscote, 6 Martins Lane** - Proposed internal and external alterations including timber cladding and replacing flat roof with pitched roof. Members further noted the recent Conservation Officer stance of Object based on the addition of timber cladding to the elevations which is not considered appropriate to preserving the character and appearance of the conservation area, and harmful with no public benefits (as required by NPPF p.215).
- (iii) Wiltshire Council Planning Decisions: the following LPA decisions were noted:
 - NO OBJECTION Classified Dead Die or Dangerous (Town & Country Planning (Tree Preservation) (England) Regs 2012): Horse Chestnut tree - remove limb overhanging wall/road at **Keevil Manor**.
 - NO OBJECTION [PL/2026/02879](#) **The Firs, 70 Martins Road** - Proposed Rear Single Storey Extension.
- (iv) Applications received after publication of the agenda:
[PL/2026/002182](#) for works to trees at **62 Martins Road** to be responded to by the Clerk in accordance with SO13(b)xiii delegated powers (NO OBJECTION).
- (v) Enforcement matters:
 - Big Dog Farm (ENF/2025/00598): members noted the earlier comments of Cllr Griffin and updates from the Enforcement Officer relating to the forthcoming Planning Enforcement Notice.
 - 39 Main Street (ENF/2026/00615): observational evidence that removal of the fence has begun was noted.
- (vi) Other general planning matters:
 Appeal Ref 6004625 **The Old Barn, Keevil**: Planning Inspectorate Decision ALLOWED ON APPEAL Change of use and conversion to self-build dwelling, construction of open fronted car port and associated works. Members noted the decision appeared largely based on '*presumption in favour of development (tilted balance)*' in the absence of a valid WC Local Plan and demonstrable five year housing land supply.
- (vii) Wiltshire Local Plan and proposals at Great Whaddon:
Public comment: A resident raised concerns about a pre-application consultation, open until 12 July, by a developer for 1,300 homes between Hilperton and Semington, bisecting the A361 and including Hagg Hill on the western side of the A350 - www.greatwhaddonconsultation.com/. The resident also commented on WCs new Local Plan Notice of Commencement and related call for sites.
Council discussion: It was noted the Great Whaddon proposal was not a formal planning application and the developers had only circulated information in the immediate location. Cllr Griffin explained matters relating to the Local Plan, commenting on speculative development driven by the deficit in WCs 5-year housing land supply, the effect of national political uncertainty, and the potential loss of village identity. Following a detailed discussion, it was agreed that, given the lack of detail or formal proposal for Great Whaddon, **members were encouraged to submit individual responses**, and for information to be added to the Parish Council's website.

26/27 - 36 MEMBER PORTFOLIO REPORTS AND UPDATES

26/27 - 36.1 Access & Public Rights of Way (PROW)

Cllr Gough noted no change in progress on KEEV7 and Cllr Griffin's intention to discuss with the landowner and WC PROW, commenting that common sense must surely prevail since a 'carriage' would not be allowed access to land the other side of the byway. It was further noted work to the dangerous/decaying trees on Towmead Lane must wait until birds nesting there had fledged, in accordance with wildlife legislation, which is why the lane remains closed for the time being.

26/27 - 36.2 Airfield

The forthcoming military exercise next week, with all vehicular movements being personally briefed by the Airfield Manager not to drive through Keevil Village, was noted. Cllr Gough further reported a new Head of Establishment, Col Tim Pittaway, had been appointed, and had been invited to attend the next APCM.

26/27 - 36.3 Banfield Recreation Ground

Cllr Munday again thanked members of the Community Shed for their ongoing maintenance, and noted some wobbly fence posts that may need checking for replacement once the ground was not so dry and hard, ideally before the next RoSPA inspection (usually September).

26/27 - 36.4 Community Resilience

The Discretionary Gully Service is due w/c 13th July and a work list provided. Repairs opposite the Pump House have not yet been completed. Confirmation from Wessex water of the location of depth monitors and how the

data will be used remain outstanding, which the Chair suggested he follow up. It was confirmed the Community Emergency Plan was being updated, following which the new Community Emergency Volunteer would take over the role. Another box of Gel Sacks would be ordered through the PEAS scheme.

Proposed by Cllrs Munday and Miller, it was **resolved to book another community emergency training session with WBAA at a cost of £100**, scheduled for September or October (availability depending).

26/27 - 34.5 Highways and Parish Steward

The new WC Speed Limit Policy was welcomed. Members noted guidance relating to speed control measures, including Traffic Survey Requests, Speed Indicators Devices (SIDs) and Community SpeedWatch (CSW) should be fully reviewed in relation to identified concerns around Seend Farm Road, lower Main Street, and the Pyatts Corner bends, in advance of enquiries to LHFIF – the deadline for submissions for the next meeting being the last week of August. Cllrs Miller and Banfield will attend the Road Safety seminar at County Hall on 17th July.

Comments in Public Forum relating to the fingerpost at Great Hinton crossroads were wholeheartedly endorsed. The Chair confirmed he would be meeting with the Parish Steward this week.

26/27 - 34.6 Personnel Committee: nothing to report.

26/27 - 35 Clerk's Report

MYWILTS UPDATES: new FOLLOW functionality has been added to MYWILTS that means a case does not need to be repeatedly opened for the same issue – you can follow the case instead, which means you will be provided with all related information and updates.

26/27 - 36 Annual Parish Community Meeting (APCM)

The draft minutes of 29 May 2026 duly noted, the Chair recorded the Council's thanks to all contributors.

Priority 1. Second defibrillator station outside the school: Cllr Gough confirmed enquiries relating to equipment, costs and funding were underway and discussions with the school in hand. It was acknowledged that, once property-owner permissions were obtained, an outline specification including cabinet size and location, plus electrical supply and associated lighting, would be submitted to the LPA for advice – in view of the surrounding Grade 1 listed properties, a formal planning application may be required.

Priority 2. Permanent shelter on the Banfield Recreation Ground: Cllrs Banfield and Munday confirmed a feasibility study including financing, maintenance, and re-specification, would be developed, taking into account all matters raised at the APCM.

Dog poop bags: noting the need for cheaper bags (ideally pink which seemed to act as a deterrent to whole rolls being taken), **the continuation of the scheme and purchase of supplies, within budget, was approved.**

Awareness of Definitive footpaths: Cllr Gough is working on a list of sites where additional signage may help; the Clerk will follow up with the resident regarding suggested maps, and update information on the Parish Council's website.

26/27 - 37 Governance

- (i) AGAR/EOPR: The Clerk confirmed all documents duly published and submitted in accordance with regulations, with EOPR ending next week on 14th July.
- (ii) Section 32A (Localism Act 2011): in accordance with the new regulations, the Clerk confirmed members home addresses have been removed from the public Register of Interests and replaced with "*Interest registered but home address removed in accordance with Section 32A of the Localism Act 2011*". Until WC site functionality is updated to facilitate both public and non-public entries, the Clerk will duly maintain non-published records to ensure members remain compliant with their legal obligations.
- (iii) Casual Vacancies: it was noted the two vacancies were being publicised, and that adjustments to portfolios would be deferred for the time being.
- (iv) Review of Asset Register this FY: deferred to the September meeting.

26/27 - 38 Financial Matters

- (i) Schedule of Payments & Receipts: Members received the schedule as submitted. Proposed and seconded by Cllrs Gough and Munday it was **resolved to approve payments totalling £1,831.41 as presented.**
- (ii) Bank Reconciliation: Members received the bank reconciliation as submitted, noting the overall financial position of £ 231.79 (Treasurers Account) and £ 15,084.09 (Deposit Account) totalling **£ 15,315.88.**

- (iii) Current FY budget performance and forecast: Members received the current FY budget performance as submitted, noting the full balance/forecast. Members noted discussions for FY 2027/28 would begin in September, looking to shape a 3-year programme aligned to its Strategic Plan and including a review of Earmarked Reserves.
- (iv) There were no funding requests to consider.

26/27 - 39 Forthcoming dates: The following dates were noted:

Wednesday 08 July	WALC Executive Meeting 6.30pm in person & online (Cllr Munday attending)
Thursday 20 August	Deadline for September Parish News
Monday 07 September	Next Ordinary Meeting of the Parish Council 7.30pm in the village hall
Thursday 10 September	Next LHFIG meeting 2pm via Teams (then 21 February 2027)
Wednesday 07 October	Melksham Area Board 7pm (then 10 February 2027)

The meeting closed at 21:21

Signed..... Dated.....

Appendix to 26/27 - 38 (i) - (ii)

KEEVIL PARISH COUNCIL				
Schedule of Approvals, Payments & Receipts, and Bank Reconciliation				
In accordance with FR 6.7. 6.9: provided for meeting 06 July 2026				
FOR APPROVAL AT THIS MEETING (Agenda item 11.1)				
1. PAYMENT APPROVAL		Net	Vat	TOTAL
WALC Chairmanship Training Part 1 & 2 - G Miller & R Banfield		£ 160.00	£ 32.00	£ 192.00
Total		£ 160.00	£ 32.00	£ 192.00
2. RETROSPECTIVE APPROVAL (DELEGATED POWERS)	<i>Power used*</i>			
Lloyds account charges May & June)	FR 6.6	£ 8.50	£ -	£ 8.50
Staff Salary - May	FR 6.6	£ 406.90	£ -	£ 406.90
Staff Salary - June	FR 6.6	£ 487.73	£ -	£ 487.73
HMRC PAYE/NIC May 2026	FR 6.6	£ 33.21	£ -	£ 33.21
HMRC PAYE/NIC June 2026	FR 6.6	£ 68.57	£ -	£ 68.57
Young Johnson (memorial base repairs)	25/26-59(v)	£ 360.00	£ 72.00	£ 432.00
Village Hall hire - 11th (PC) & 29th (APCM) May	FR 6.6, 5.14	£ 30.00	£ -	£ 30.00
Geosphere (Parish Online)	FR6.6	£ 50.00	£ 10.00	£ 60.00
Keeveil Accountancy quarterly payroll mgmt	FR6.6	£ 37.50	£ -	£ 37.50
APCM Vitalling (P Tucker reimbursement)	FR5.14	£ 75.00	£ -	£ 75.00
Total		£ 1,557.41	£ 82.00	£ 1,639.41
3. ITEMS APPROVED AT & PAID SINCE LAST MEETING	<i>Minute</i>	<i>Net</i>	<i>Vat</i>	<i>TOTAL</i>
<i>see section 1 previous schedule and any other minuted approvals from previous meet</i>				
Parish Council Insurance FY26-27	26/27-25(iii)	£ 1,040.19	£ -	£ 1,040.19
Additional materials for Bike Trail repairs	26/27-25(iii)	£ 176.96	£ -	£ 176.96
Total		£ 1,217.15	£ -	£ 1,217.15
BANK ACCOUNTS RECONCILIATION (as of 01 July) (Agenda Item 11.2)				
Treasurers a/c (cash book)				
Opening Balance (05 May 2026)	£ 688.35			
Paid Out (section 2 + 3)	£ 2,856.56			
Paid In	£ 2,400.00			
Closing Balance (01 July 2026)	£ 231.79			
Business a/c (Deposit/Reserves)				
Opening Balance (05 May 2026)	£ 17,471.04			
Interest	£ 13.05			
Other deposits (Precept Part 1)	£ -			
Transfer to Treasurers a/c	£ 2,400.00			
Closing Balance (01 July 2026)	£ 15,084.09			
Bank Accounts combined total	£ 15,315.88			
<i>Signed by Chair:</i>				
<i>Date:</i>				