



KEEVIL PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL of Monday 07 September 2026 in the village hall

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

In Attendance: Sarah Dow (Parish Clerk), and 12 members of public including volunteer Flood Wardens John Tucker and Paul Lenaerts.

Public Consultation notes:

Some residents expressed concerns about demolition works on the airfield last week. Cllr Gough confirmed the Parish Council had not been made aware of the works, and agreed the lack of communication was disappointing. He explained all buildings had been declared unsafe and condemned by the RAF prior to the Army's ownership, however the long term plan to retain the airfield as an outstation training facility to Middle Wallop remained assured, although, as now, this excludes fixed wing craft. Cllr Meatyard agreed, confirming that farming contracts remained in place. The demolition works are due to complete by the end of the year.

Members of the Neighbourhood Police Team being in attendance, some residents commented on issues with speeding and parking outside the school, especially around drop-off and pick-up times. The Chair and Cllr Gough confirmed these matters were discussed with the new Head Teacher that morning (see item 47 below).

MINUTE ITEMS

26/27 - 44 Apologies for absence: Caroline Noonan sent apologies on behalf of the school, she has retired as Chair of FOKS and a replacement has not yet been appointed.

26/27 - 45 Declaration of Interest: There were none.

26/27 - 46 Minutes of previous meetings

Proposed and seconded by Cllrs Gough and Munday it was resolved the Chair sign as a correct record minutes of the Parish Council meeting on on 6th July and 3rd August 2026.

26/27 - 47 Wiltshire Council (WC), Wiltshire Police (NPT), and Keevil School & Scarecrow Trail:

Wiltshire Council: There was no report from Cllr Griffin.

NPT: The Chair warmly welcomed PC Fran Thornell and PCSO Izabela Dybowska who left their contact details. Cllr Gough noted a growing trend of dumped caravans in the area. Responding to the comments relating to traffic issues around the school, PC Thornell confirmed they would keep an eye on things.

Keevil School: Reporting on a meeting with new Head Teacher Helen Rutt, the Chair and Cllr Gough confirmed the school's continued commitment to community engagement, especially parking and the Scarecrow Trail.

26/27 - 48 Planning Matters

(i) Applications:

[PL/2026/04860](#) Acacia House, 72 Martins Road - Proposed Two Storey Rear Extension & Enlargement of Existing Garage.

Public comment: A resident was concerned at the increased footprint of the garage area, however, another resident noted there was a covenant on the land precluding what may be seen as 'trojan horse' development.

Council discussion: Referring to the approved 2024 extension plans, Members noted the overall footprint was actually reduced and, having referred to village and wider planning policy, the proposals were considered proportionate for the site and in keeping with the surroundings. The uplift in garage space (with office-over) was considered favourable from a parking perspective.

After due debate and having considered all the matters raised; proposed and seconded by Cllrs Gough and Banfield it was resolved to respond to the applications with **NO OBJECTION** on these grounds.

- (ii) Submission of PC Consultee responses: The following submissions since the last meeting were noted:
NO OBJECTION [PL/2026/02081](#) **1C Main Street** - Loft Conversion with roof lights, addition of gable window.
NO OBJECTION [PL/2026/04592](#) **Field Head, 20 Main Street** - Proposed works to trees in a conservation area
NO OBJECTION [PL/2026/04375](#) **Baldham Cottage, 96 Baldham** - Proposed steel framed barn for storage
- (iii) Wiltshire Council Planning Decisions: the following LPA decisions were noted:
NO OBJECTION [PL/2026/002182](#) for works to trees at **62 Martins Road**
NO OBJECTION [PL/2026/04592](#) **Field Head, 20 Main Street** - Proposed works to trees in a conservation area
APPROVE w/conditions [PL/2025/05845](#) **Land at Manor Farm, Main Street** - Erection of one self-build dwelling and associated works
- (iv) Other general planning matters:
- ENF/2025/00598 at Big Dog Farm: the Enforcement Notice is now legally active with 6 months to comply, and which applies regardless of any change of ownership.
 - NEW LOCAL PLAN: First round of public consultation now open until **30 September**, with public engagement events including at The Shires Trowbridge on **Tuesday 15 September 10am-3pm**, and a webinar on **Thursday 17 September 6-7pm**.
 - HILPERTON AREA ACTION GROUP: The clerk will respond to correspondence relating to speculative development proposals between Semington and Hag Hill, confirming our willingness to circulate information and join a joint Parish Councils meeting, should one be arranged.
 - The Chair and Cllr Gough asked that it be confirmed the Conservation Officer is content with the new standalone gates at Keevil Manor.

26/27 - 49 MEMBER PORTFOLIO REPORTS AND UPDATES

26/27 - 49.1 Access & Public Rights of Way (PROW)

Cllr Gough noted still no progress on KEEV7, and work to the dangerous/decaying trees on Towmead Lane had been completed.

26/27 - 49.2 Airfield

Correspondence from a local reporter relating to demolition works on the airfield were noted, and had been referred to the Airfield Manager. See Public Forum notes for Cllr Gough's report. The military exercise involving the airfield and ground troops remains ongoing.

26/27 - 49.3 Banfield Recreation Ground

- (i) Correspondence relating to the unauthorised presence of dogs on the Recreation Ground (involving non-residents) was noted. The Clerk updated Members on WC PSPO matters which are affecting a number of local councils, noting the ASB Officer was now in contact with Dog Control Officers.
- (ii) Members of the Community Shed have been consulted on proposals for a shelter on the recreation ground, and have no objections from a maintenance perspective in the preferred alternative location nearer the field gate and childrens play area. Next steps are for a broad outline specification that takes into account suggestions made at the Community Meeting, on which a tender process can be begun in due course. It is accepted the Council will conduct a wider village survey once a final specification and all long-term costs are clear.
- (iii) It was noted the annual RoSPA inspection is due this month. The Chair expressed gratitude on behalf of all present for wooden slats on the WI bench have been repaired by members of the Community Shed, and the refurbishment of the noticeboard by Mr Tucker and Mr Walsh, and asked the Clerk to prepare letters of thanks accordingly.

26/27 - 49.4 Community Resilience

- (i) 2nd Defibrillator: following a meeting with the new head, Cllr Gough reported the school remains in full support, and formal approval from Acorn Trust is underway. Planning permission under permitted development rights has been confirmed, however, clarity will be sought from the Conservation Officer.
- (ii) Closure of the Parish Emergency Assistance Scheme (PEAS) was noted, and that members of WC would attend the November meeting to discuss winter resilience and future costs. The Clerk will confirm that WC has all three salt bins logged as statutory.
- (iii) The next community emergency training session with WBAA has been booked for 1st October 2026.

26/27 - 49.5 Highways and Parish Steward

Reporting on the Wiltshire & Swindon Road Safety Seminar, the Chair and Cllr Banfield reported that SIDS do have an impact on speed reduction: it was agreed we should contact the SIDS team to join the scheme.

The Chair noted Parish Steward activities trimming grass and brambles around Main Street, Towmead Lane and the path to the Recreation Ground. Pothole patching is planned for next month.

Cllr Meatyard requested Wessex Water be contacted to reduce hedge overgrowth outside the sewage farm.

26/27 - 49.6 Personnel Committee

In accordance with the Clerks contract and the 2026/27 local government services pay agreement (being +3.3%), the hourly rate change from £14.35 to £14.83, with £61.20 due backdated to 1st April 2026 was noted.

26/27 - 50 Governance

- (i) AGAR/EOPR: The Clerk confirmed no communication had been received from the external auditor, and we are awaiting the WI0131 notice.
- (ii) An Extraordinary meeting will be called for 5th October to consider co-option and any planning matters;
- (iii) It was agreed Members would review items in the Asset Register falling within their portfolio for consideration at the next meeting.

26/27 - 51 Financial Matters

- (i) Schedule of Payments & Receipts: Members received the schedule as submitted. Proposed and seconded by Cllrs Meatyard and Munday it was **resolved to approve payments totalling £1339.96 as presented**.
- (ii) Bank Reconciliation: Members received the bank reconciliation as submitted, noting the overall financial position of £ 699.83 (Treasurers Account) and £ 13,096.70 (Deposit Account) totalling **£ 13,796.53**.
- (iii) Following the local government services pay agreement 2025/26, proposed and seconded by Cllrs Meatyard and Gough it was **resolved to approve the revised Schedule of Regular Payments for FY 2026-27** in accordance with FR6.6.
- (iv) Current FY budget performance and forecast: Members received the current FY budget performance as submitted, noting the full balance/forecast.
- (v) Exceptions for FY27-28 : Members noted upcoming capital expenditures as follows: 2nd Defibrillator ≈£1k after 50% grant, Rec shelter ≈£4k after 50% grant, the increase in MAB Highways/PROW contributions to minimum 33% and the need for verge repairs on upper Main Street plus allowance for an additional kissing gate, replacement fence posts on the Recreation Ground, future PEAS equipment, and the potential need to revise Earmarked Reserves. The Clerk was accordingly directed to present the draft Budget in November (FR4.3);
- (vi) In accordance with FR2.6, Cllr Banfield was appointed to verify bank reconciliations; the Clerk will also arrange the Interim Internal Audit at end of Q2.

26/27 - 52 Forthcoming dates: The following dates were noted:

Thursday 10 September	Next LHFIFG meeting 2pm via Teams (then 21 January/7 th for requests)
Thursday 17 September	Deadline for October Parish News
Monday 05 October	Extraordinary Meeting of the Parish Council 8:15pm in the village hall
Tuesday 06 October	WALC Annual Conference, Swindon
Wednesday 07 October	Melksham Area Board 7pm (then 10 February 2027)
Monday 02 November	Next Ordinary Meeting of the Parish Council 7pm in the village hall

The meeting closed at 20:55pm

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

Appendix to 26/27 - 51 (i) - (ii)

Schedule of Approvals, Payments & Receipts, and Bank Reconciliation

In accordance with FR 6.7. 6.9: provided for meeting 07 September 2026

FOR APPROVAL AT THIS MEETING (Agenda item 9.1)

1. PAYMENT APPROVAL		Net	Vat	TOTAL
<i>None for this meeting</i>				
Total		£ -	£ -	£ -

2. RETROSPECTIVE APPROVAL (DELEGATED POWERS)	Power used*			
Lloyds account charges July & August)	FR 6.6	£ 8.50	£ -	£ 8.50
Staff Salary - July	FR 6.6 / 5.14	£ 401.50	£ -	£ 401.50
Staff Salary - August	FR 6.6 / 5.14	£ 462.10	£ -	£ 462.10
HMRC PAYE/NIC July 2026	FR 6.6 / 5.14	£ 31.02	£ -	£ 31.02
HMRC PAYE/NIC August 2026	FR 6.6 / 5.14	£ 57.36	£ -	£ 57.36
Community Dog Poop Bags 2x240	26/27-36	£ 11.65	£ 2.33	£ 13.98
Village Hall hire - June, July, August (PC)	FR 6.6	£ 35.00	£ -	£ 35.00
Replacement Perspex - Recreation Ground Noticeboard	FR 5.14	£ 40.00	£ 8.00	£ 48.00
Community Heartbeat Trust - defib pads	FR 5.14	£ 161.75	£ 32.35	£ 194.10
SLCC training - new NPPF (Clerk)	FR 5.14	£ 38.70	£ 7.70	£ 46.40
WALC training Introduction to planning - C Munday	FR 5.14	£ 35.00	£ 7.00	£ 42.00
Total		£ 1,282.58	£ 57.38	£ 1,339.96

3. ITEMS APPROVED AT & PAID SINCE LAST MEETING	Minute	Net	Vat	TOTAL
<i>see section 1 previous schedule and any other minuted approvals from previous meet</i>				
WALC Chairmanship Training Part 1 & 2 - G Miller & R Bar	26/27-38(i)	£ 160.00	£ 32.00	£ 192.00
Total		£ 160.00	£ 32.00	£ 192.00

BANK ACCOUNTS RECONCILIATION (as of 02 September) (Agenda Item 9.2)

Treasurers a/c (cash book)				
Opening Balance (01 July 2026)	£ 231.79			
Paid Out (section 2 + 3)	£ 1,531.96			
Paid In	£ 2,000.00			
Closing Balance (02 September 2026)	£ 699.83			
Business a/c (Deposit/Reserves)				
Opening Balance (01 July 202)	£ 15,084.09			
Interest	£ 12.61			
Other deposits	£ -			
Transfer to Treasurers a/c	£ 2,000.00			
Closing Balance (02 September 2026)	£ 13,096.70			
Bank Accounts combined total	£ 13,796.53			