

MINUTES MAY BE UPDATED BEFORE THEY ARE APPROVED AT THE NEXT PARISH COUNCIL MEETING

MINUTES OF THE MEETING OF DERRY HILL & STUDLEY PARISH COUNCIL
HELD AT LANSDOWNE HALL, DERRY HILL
MONDAY 19th May 2025

CALNE WITHOUT COUNCILLOR ATTENDANCE

Present (P): Apologies (A): Did Not Attend (X)

John Barnes	A	Martin Handysides	A	Bruce MacInnes	X
Gavin McHale	P	Vaughan Mizon	P	Jean Spence	P
Philippa Todd	P	Andrew Turton	P	Claire Williams	P

Wiltshire Council Unitary Councillor (Calne Rural) Ashley O'Neill attended.

571/25 Election of Chair of the meeting In the absence of the previous Chair and Vice Chair Proposal to elect a chair for the meeting in the absence of Cllr Barnes and Cllr Price.

Cllr Todd was proposed and resolved unanimously to chair the meeting.

572/25 Annual Meeting: Election of Chairman

To elect a Chairman.

Nominations for Chairman were invited. It was noted that Cllr Barnes had informed the Parish Clerk that he would like to nominate himself to be Chair for the upcoming year

It was unanimously resolved that Cllr John Barnes is elected Chairman of Derry Hill & Studley Parish Council.

573/25 Annual Meeting: Election of Vice Chairman

To elect a Vice Chairman.

Cllr Todd nominated herself for the position of Vice Chairman.

It was unanimously resolved the Cllr Philippa Todd is elected vice chairman of Derry Hill & Studley Parish Council.

574/25 Declaration of Acceptance of Office

To receive the signed Declaration of Acceptance of office from the Chairman.

It was unanimously resolved that Cllr Barnes, Cllr Handyside, and MacInnes would sign the declaration of acceptance of office directly before the next routine meeting on Monday 9th June 2025.

575/25 Apologies

To receive apologies.

Apologies received from Cllr Handyside and Cllr Barnes.

*It was unanimously resolved to approve the apologies and the reasons for absence.
approved apologies.*

576/25 Public participation/ Correspondence

576.1/25 Public participation

Opportunity for members of the public to address the Council.

Two members of the public spoke regarding the beginning of the new Derry Hill & Studley Parish Council. They noted the hard work to get to this point and wished the new council well.

Cllr Ashley o Neill stated that he delighted to be returned and was currently reflecting on how best to support his parish councils. Communication is something that will be changing, will now be more present on social media. Going forward he is going to try and attend only first hour of meeting so requested agenda items that need his input to be placed towards the start on the agenda if possible.

576.2/25 Correspondence

For the Clerk to report any correspondence not circulated.

The clerk had nothing additional to report.

577/25. Declarations of Interest

Declarations from Councillors of any disclosable pecuniary interest (Standing Orders 13b) or other interest (Standing Orders 13c) in respect of matters being considered by the Council.

Cllr Turton – noted that he has a relative that works for one of the insurance companies who has provided a quote, so will abstain from the vote on that item.

578/25. Chairman Announcements

Cllr Todd welcomed the new council and thanked the councillors for standing.

579/25. Minutes

Recommendation: That the Committee approve the minutes of the meeting held on [14th April 2025](#) and [30th April 2025](#) as a true and fair reflection of the motions agreed by the Committee and the discussions that took place and that these be signed by the Chairman as such.

It was unanimously resolved to approve the minutes of the meetings held on 14th April and 30th April 2025 as a true and fair reflection of the meeting.

580/25. Clerk Report

For the clerk to update on actions noted in the previous month's minutes:

New email accounts have been set up for all new councillors, please set up immediately I will only use official accounts after this evening.

All the AGAR information has all been submitted to the external auditor.

The letter to the Post office has been sent.

The Grit bin in Stockley has been replaced as agreed.

All cllrs who have requested training have been booked onto courses and should have received joining instructions.

581/25. Accounts

581.1/25 Payments

Recommendation that the following payments be approved:

The AA	VE Day event road closure	£1171.20 (including vat)
Grist Environmental	Bin emptying	£175.20 (including vat)
Scribe	Accountancy package	£414.72 (including vat)
Auditing solutions Ltd	Internal invoice	£282.00 (including vat)
Greg Fowler	Replacement finial for well house	£425
Clearwater	Website support	£150 (inc vat)
WALC	Training costs	£270 (inc vat)

And any other payments received since the issue of the agenda.

It was unanimously resolved to approve the payments.

581.2/25 Balance and Expenditure

To consider and approve the [balance and expenditure](#) for the period ending 30th April 2025 Report circulated.

The clerk explained the report and the information presented in the report.

Recommendation: That the Council approves the balance and expenditure for the period ending 30th April 2025.

It was unanimously resolved to approve the balance and expenditure reports.

581.3/25 The Council has ongoing contracts under which payments can be approved and paid outside meetings and reported to the next available Council meeting for noting. In accordance with the Council's Financial Regulations these contract payments are approved each year.

Recommendation: To approve the following ongoing contracts:

Supplier	Good /services	Contract price
Simon Day& Co	Payroll and HMRC reporting of same	£45 per quarter
Grist	Servicing of the Council's 7 bins	£2106 plus vat spread over 12 payments
Greg Fowler	Noticeboard maintenance	£85 per Board (3 Noticeboards)
Oakford IS	IT support – PAYG	£1000 retainer paid for period Jan 25 to Jan 26
Clearwater	Website support	£25 plus VAT per month for half an hour support
Clerks Salary (Inc NI, pension and tax payments)	As per employment contract	As per employment contract

It was unanimously resolved to approve the ongoing contracts.

581.4/25 War memorial maintenance costs

To approve a £150 budget to enable Derry Hill and Studley Gardening Club to arrange the ongoing maintenance of the Derry Hill war memorial.

Budget; Equipment and Facility maintenance.

It was unanimously resolved to approve a £150 maintenance budget to assist the Derry Hill and Studley Gardening club to arrange ongoing maintenance of the war memorial.

582/25 Adoption of General Power of Competence

Following the elections on May 1st 2025 where 9 councillors were elected and given that the Clerk is qualified in the Certificate in Local Council Administration (CILCA) members are recommended to adopt the general power of competence by confirming that it meets the criteria for eligibility as described in the Localism Act 2011 s1(1)

- i. The number of councillors elected at the last ordinary election must equal or exceed two thirds of its total number of councillors.
- ii. The clerk must hold at least one of the sector specific qualifications and should have completed the relevant training designed as part of the national training strategy for local councils.

Recommendation; Derry Hill & Studley Parish Council resolves that having met the conditions of eligibility as defined in the Localism Act 2011 and SI965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 20212 to adopt the general Power of Competence.

It was unanimously resolved to adopt the General Power of Competence.

583/25. Representation on Committees Working Groups and Outside Bodies

To appoint Councillors to the Finance Committee, Strategic Plan Committee Human Resources Committee, working groups and as representatives on outside bodies. See [report](#) for initial membership recommendations. All committee membership will be required to be appointed.

It was unanimously resolved to appoint; Cllr John Barnes, Cllr Vaughan Mizon, Cllr Bruce MacInnes, Cllr Gavin McHale, Cllr Philippa Todd and Cllr Andrew Turton to the Finance committee.

It was unanimously resolved to appoint; Cllrs John Barnes, Cllr Philippa Todd, Cllr Claire Williams, Cllr Martin Handysides, Cllr Andrew Turton to the HR committee.

It was unanimously resolved to select; Cllr John Barnes, Cllr Vaughan Mizon, Cllr Andrew Turton, Cllr Gavin McHale, for the Road Safety working group.

It was unanimously resolved to select; Cllr Claire Williams, Cllr Martin Handysides, Cllr Vaughan Mizon, Cllr Andrew Turton, Cllr Jean Spence, Cllr Philippa Todd, Cllr Gavin McHale, Clerk, for the Engagement and Participation working group.

It was unanimously resolved to select Footpaths Cllr John Barnes, Cllr Martin Handysides, Cllr Vaughan Mizon, Cllr Jean Spence for the footpaths working group.

It was unanimously resolved to select; Cllr John Barnes, Cllr Martin Handyside, Cllr Bruce MacInnes for the Climate Emergency and Environment working Group.

It was noted that the following Cllrs would represent the Parish Council on Outside bodies;
2025/26 Calne Area Board – Chair to attend.

LHFIG – A member of the road safety working group

Calne Area Parish Forum – Chair to attend

Route 403 Steering Group- Cllr Barnes

Calne Community Neighbourhood plan –Cllr Barnes & Cllr McHale

584/25. Insurance 2025/26

To consider the consider the [renewal quotes](#) received for the Council's insurance for 2025/26 due for renewal on 1st June 2025. Documents circulated.

Recommendation; That the council consider the four quotes for insurance and select the quote they would like to proceed with. In addition the council must consider if they wish to enter into a new three year long term deal with the insurance company selected.

The councillors discussed the quotes received and the cover levels provided by each of them.

It was proposed and resolved by majority to enter into a new three year deal with Clear Council the councils current insurers at a cost of £817.49/ year

585/25. Planning – Cllrs

585.1/25 To consider the planning applications currently out for consultation. List below.

PL/2025/03993 Single storey extension	4 KERRY CLOSE, DERRY HILL, CALNE, SN11 9PE https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000Dw1ib
Cllrs discussed the application. <i>It was unanimously resolved that there were no objections to the proposal.</i>	
PL/2024/11469 – To note consultation but passed to Compton Bassett PC Variation of condition 2 of N/12/04169/FUL (Installation of 25.53Ha 12MW Solar Park Including Transformer Housings, Security Fencing and Cameras, Landscaping and Associated Works) to adjust the proposed operational lifespan of the project from 25 years to 40 years.	High Penn Solar Farm, Calne, SN11 8TE https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000BSjgb
It was noted that with the boundary change this land is no longer covered by Derry Hill & Studley Parish Council. The application has been forwarded to the successor council by the Parish Clerk.	
PL/2025/03848 – To note consultation but passed to Heddington PC Retrospective change of use from agricultural to commercial	Units 2-6, Stockley Hollow Yard, Stockley Road, Stockley, Wiltshire, SN11 ONP https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000DljIN
It was noted that with the boundary change this land is no longer covered by Derry Hill & Studley Parish Council. The application has been forwarded to the successor council by the Parish Clerk.	

585.2/25 Wiltshire Local Plan Examination

To consider the [report](#).

Recommendation. The council must decide if they wish to proceed under the basis of option 1,2 or 3 as outlined above. If option 2 or 3 are selected then a councillor must be identified to lead the response.

The council resolved that they were happy to let their original comments stand and did not wish to make any further representation at this point.

586/25. Update from Neighbourhood Plan,

To highlight the upcoming training dates,

Thursday 22nd May 7pm

The final cost for the CCNP training sessions have been received, in order to produce the mini guides and provide the training online the costs have increased to £3331. The council are asked to approve the additional budget, by reallocating £331 from the CCNP3 budget to the CCNP training budget.

It was unanimously resolved to reallocated £331 between CCNP training and CCNP3 budget.

587/25. Petty Acre Play Equipment

587.1/25 Training

To approve up to two places on upcoming play equipment training course run by WALC at £150 per person.

Budget; Training

It was unanimously resolved to approve two places on the play equipment training course for the Clerk and Cllr Mizon to attend.

587.2/25 Maintenance budget

To approve an initial maintenance budget of £150 for ongoing tasks/ maintenance of the equipment.

Budget; Equipment and Facility Maintenance

It was noted that due to the extended dry period the grass seed placed on the mounds has not been able to grow and that more grass seed is needed to be purchased ready for wetter weather. It was suggested that we should remove the orange netting until such time that we are ready to lay more grass seed.

It was unanimously resolved to approve a £150 maintenance budget.

588/25. Date and Time of next meeting

Monday 9th June 2025

The meeting closed at 21.25

DRAFT