

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 8th September 2025

CALNE WITHOUT COUNCILLOR ATTENDANCE

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

John Barnes (Chair)	p	Martin Handyside	P	Bruce MacInnes	A
Gavin McHale	p	Vaughan Mizon	P	Jean Spence	P
Philippa Todd	P	Andrew Turton	A	Claire Williams	A

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

616/25 Apologies

Apologies received from Cllrs Turton and McInnes & Williams

It was unanimously resolved to accept the apologies and the reasons for those apologies.

617/25 Public participation/ Correspondence

617.1/25 Public participation

Opportunity for members of the public to address the Committee.

A member of the public attended and enquired about the ongoing rollout on broadband rollout, how is it going? He noted that there were signs of progress, but many rural properties across parish that need attention.

Cllr Barnes, responded that he has made contact with Wiltshire Council broadband manager, it was noted that there is new web portal to go live imminently, any household will be able to go into get an update on where they are on the rollout, once that is live the information will be available to everyone instantly. Once this is live as a parish council we can signpost to it in our various media forms. The parish also going to have a mobile phone 'not' spot and a page on the digital voice switchover.

PCSO Mark Cook; spoke and gave a summary of incidents in the area over the last couple of months. It was noted that there are regular speed checks occurring along the A4 and there had been many drink drivers caught in the locality.

617.2/25 Correspondence

For the Clerk to report any correspondence not circulated.

There was no additional correspondence to report.

618/25. Co-option to Vacant seats available in Derry Hill & Studley Ward and Bowood & Sandy Lane Ward.

Recommendation; That the Committee consider the Co-option applicants for the vacant seats in Derry Hill & Studley Ward and Bowood & Sandy Lane Ward.

It was noted that the applicant for the vacant seat in Derry Hill & Studley Ward has withdrawn his application.

Lord Simon Kerry stood for co-option for Bowood and Sandy Lane Ward. He addressed the meeting and questions were invited.

SK addressed the meeting.

It was unanimously resolved to elected Lord Simon Kerry to the vacant seat in the Bowood & Sandy Lane Ward.

Following his election Lord Kerry signed the declaration of acceptance of office and took his seat at the table and joined the meeting as a councillor.

619/25. 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.

No declarations of interest were made.

620/25. Chairman Announcements

Following last meeting taken on publication of InSPIRE role, thank Richard Aylen for his outgoing role, thank you to Katherine Checchia for taking on the editor role and getting out the first copy.

621/25. Minutes

Recommendation: That the Committee approve the [Minutes](#) of the meeting held on Monday 14th July as a true and fair reflection of the motions agreed by the Committee and the discussion that took place and that these be signed by the Chairman as such.

It was unanimously resolved to accept the minutes as a true and fair reflection of the meeting.

622/25. Clerk Report

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

The clerk reported that the external audit has been returned with no queries, the notice of conclusion of audit has now been posted.

623/25. Accounts

8.1 Payments

Recommendation that the following payments be approved:

PKF	External audit	£504 (including vat)
Calne TC	Remaining 20%	£16568.69
Cherhill PC	Remaining 20%	£3110.86
Bremhill PC	Remaining 20%	£2333.50
Compton Bassett	Remaining 20%	£6221.08
Heddington	Remaining 20%	£794.61

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

It was unanimously resolved to approve the payments.

8.2 Balance and Expenditure

To consider and approve the [balance and expenditure](#) for the period ending 31st August 2025.

Recommendation: That the Council approves the balance and expenditure for the period ending 31st August 2025

It was unanimously resolved to approve the report.

8.3 New Pay scales

To note the national agreement reached on [new pay scales](#) and note the arrangement of backpay from 1st April 2025

The new pay scales were noted.

624/25. Planning – Cllrs

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

PL/2025/06490 The Chantry, Studley Corner, Studley, Calne, SN11 9NJ
<https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000FqrSb>

Loft conversion, partial garage conversion and associated alterations to afford additional ancillary living accommodation.

Councillors discussed the application.

It was unanimously resolved that there were no objections to this development

625/25. Update from Road Safety working group.

625.1/25 Old Derry Hill/Pewsham – Request for Village Gates and Nameplate

To authorise the Council's contribution towards the installation of 3 sets of village gates for Old Derry Hill / Pewsham, together with nameplates for Old Derry Hill, as set out in the

appended [report](#) and [drawings](#). The request for the improvements was previously endorsed by Council in December 2024 (minute 503.3/24).

Recommendation: that the Council authorises the Parish's contribution of £2,132.29 towards the scheme, equating to 30% of the estimated cost of £7,107.63.

Budget: Road Safety Budget (to be funded from CIL Reserve).

It was unanimously resolved to approve the 30% contribution.

625.2/25 Derry Hill Traffic Calming Scheme

To consider and endorse the plans for traffic calming measures in Church Road and Studley Lane set out in the attached [report](#) and [drawings](#).

Recommendation: that the Council endorses the plans for traffic calming measures in Derry Hill Village, subject to the requested changes in the report.

The plans were discussed.

Unanimously resolved to endorse the plans

625.3/25 Substantive Highway Scheme Bids 2026/27

To consider the following [report](#) asking Council to consider whether it wishes to promote either or both of the following schemes as bids for Substantive Highway Scheme Funding for 2026/27 and to commit parish council funding towards the schemes:

- Studley Traffic Calming Measures – as per the attached [drawings](#).
- Petty Lane to A4 Shared Use Path – as per the attached [drawings](#).

Recommendation: that the Council promotes the Studley Traffic Calming scheme this year as a Bid for Substantive Highway Scheme Funding, with a parish contribution of £5,000 to be funded from CIL Receipts. Further, that the Shared Use Path scheme be deferred for consideration as a Substantive Bid for 2027/28 scheme funding.

Budget: Road Safety Budget (to be funded from CIL Reserve).

The councillors discussed the proposal.

It was unanimously resolved to promote Studley traffic calming scheme this year as a Bid for Substantive Highway Scheme Funding, with a parish contribution of £5,000 to be funded from CIL Receipts. Further, that the Shared Use Path scheme be deferred for consideration as a Substantive Bid for 2027/28 scheme funding.

625.4/25 Requests for Speed Surveys

To consider concerns raised by residents about speeding in two locations:

- Old Derry Hill - concerns raised by resident about speeding in 40mph speed limit. The last speed survey was undertaken in 2021 and recorded an 85%ile speed of 38.8mph. This was, however, undertaken nearer the top of the hill towards the Lansdowne Arms. Given the time elapsed and the location of the previous survey, it would be worth requesting a new survey on the straight section in the vicinity of the old chapel.
- Old Road –concerns raised by parish councillor about speeding in 20mph zone.

Recommendation: that the Council requests speed surveys at the two locations to provide better information to inform further action.

It was unanimously resolved to support speed surveys.

626/25. Update from Neighbourhood Plan,

To receive a verbal update on Neighbourhood plan matters.

It was noted that there will be a meeting Monday 22nd September between all the successor councils to discuss future of Neighbourhood plan.

The councillors were updated to inform that locality funding has been removed by the government.

627/25. Annual Review of Standing Orders

To complete the annual review of [standing orders](#)

It was unanimously resolved to adopt the reviewed Standing Orders subject to minor typos to be corrected.

628/25. Update from Finance meeting

628.1/25 To approve and for the chair to sign the [minutes](#) from the Finance Committee meeting Monday 1st September 2025.

The minutes were unanimously resolved as a true and fair reflection of the meeting.

628.2/25 To approve and adopt the updated [financial regulations](#) as reviewed by the Finance Committee.

The finance regulations were unanimously resolved.

628.3/25 To review and adopt the updated grant application forms.

[Small Grant Application](#)

[Large Grant Application](#)

It was unanimously resolved to approve the updated forms.

629/25. Update from Inspire Magazine

629.1/25 To receive a verbal update on the negotiations and publication of the first edition under the editorial of Derry Hill & Studley Parish Council.

KC provided an update on the process and the transfer agreement and the financial arrangements for the rest of the financial year.

It was suggested that there should be a 'lead councillor' to help support the clerk in the new role. Councillor Todd nominated herself to be the nominated councillor.

It was unanimously resolved that Councillor Todd to be the lead councillor for Inspire magazine.

It was noted that an editorial policy to be developed.

629.2/25 Advertising policy

To review and adopt the draft [advertising policy](#).

It was unanimously resolved to adopt the advertising policy.

630/25. Remembrance Day road closures

To consider the report

Recommendation; In the absence of any alternative quotes it is recommended that the Council accept the quote for £TBC (a rise from £944 +vat last year)

Budget; Public Participation, Exhibitions and Events

The clerk informed the councillors that only one company had provided a quote and this was £976 ex vat.

It was unanimously resolved to accept the quote for the road closure.

631/25. Petty Acre Waste Bins

To consider the attached [report](#).

Vinyl stickers for existing dog bin by the bench,

Look for quotes for new bins for the existing bins on Petty Acre.

632/25. Minutes from HR meeting

To approve and for the chair to sign the [minutes](#) from the Human Resources Committee meeting Monday 24th July 2025.

It was unanimously resolved to approve the minutes as a fair reflection of the meeting.

633/25. Confidential Session - Chairman

Recommendation: That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business. By nature of the confidential nature of the items of business to be transacted.

634/25. Report from HR Committee

To receive the report from the HR committee.

The report relating to staffing matters was unanimously approved by full council.

Date and time of next meeting 13th October 2025

The meeting closed at 21.35

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