

MINUTES OF THE MEETING OF DERRY HILL & STUDLEY PARISH COUNCIL  
HELD AT LANSDOWNE HALL, DERRY HILL  
MONDAY 11<sup>th</sup> MAY 2026

DERRY HILL & STUDLEY COUNCILLOR ATTENDANCE

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

John Barnes (Chair)	A	Martin Handyside	P	Lord Simon Kerry	P
Bruce MacInnes	A	Nathan Errington	P	Vaughan Mizon	P
Jean Spence	A	Philippa Todd	P	Andrew Turton	P
Claire Williams	P				

Wiltshire Council Unitary Councillor (Calne Rural) Ashley O’Neill did not attend.

In the absence of Cllr John Barnes, Cllr Todd opened the meeting.

**745/26 Annual Meeting: Election of Chairman**

To elect a Chairman.

In his absence and with his prior approval Cllr John Barnes was proposed and seconded to be elected Chairman of the parish council for the period 2026/27.

*It was unanimously resolved to elect Councillor John Barnes as Chairman of the parish council for the period 2026/27.*

**746/26 Annual Meeting: Election of Vice Chairman**

To elect a Vice Chairman.

Councillor Philippa Todd was proposed and seconded as vice chairman,

*It was unanimously resolved to elect Councillor Philippa Todd as vice chairman of the [arish council for the period 2026/27.*

In the absence of Councillor Barnes, Councillor Todd chaired the rest of the meeting.

**747/26 Declaration of Acceptance of Office**

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

*It was unanimously resolved that Cllr Barnes, would sign the declaration of acceptance of office directly before the next routine meeting on Monday 8<sup>th</sup> June 2026*

### **748/26 Apologies**

To receive apologies.

Apologies and reasons for absence were received from Cllr Barnes, Cllr Spence and Cllr MacInnes.

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

### **749/26 Public participation/ Correspondence**

749.1/26 Public participation

Opportunity for members of the public to address the Committee.

There were no members of public who wished to address the meeting.

749.2/26 Correspondence

For the Clerk to report any correspondence not circulated.

It was noted that a Planning application (PL/2026/02903 16 Sandy Lane, tree works in a conservation area) had been received after the agenda had been issued that had a deadline prior to the next full council meeting. This had been circulated for comment. There were no objections noted.

### **750/26. 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.

There were no declarations of interest made.

### **751/26. Chairman Announcements**

It was noted that the parish meeting is this Saturday 16<sup>th</sup> May, please help spread the word

We have reached Best Kept Village judging week, thanks were noted for Martin and Linda Handyside for all the work completed helping get the villages ready for the competition.

### **752/26. Minutes**

**Recommendation: That the Committee approve the [Minutes](#) of the meeting held on 13<sup>th</sup> April 2026 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 approve the minutes as a true and fair reflection of the meeting.*

### 753/26. Clerk Report

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

The clerk provided an update of the works to assets discussed in the last meeting.

Cllr Vaughan Mizen has started the work on the Tile Court benches

A Larger Dog waste bin has been ordered for Church Road and is awaiting delivery.

We are investigating buying turf for the petty acre Goalposts,

A conversation has been had with Greg Fowler for a quote for the nameplates, and the noticeboard maintenance.

Cllr John Barnes has fitted a piece of old oak into the well house using Oak from the old finial.

### 754/26. Accounts

754.1/26 Payments

Recommendation that the following payments be approved:

WALC	Social media for councillors	£42 (including vat)
Fete Committee	Pitch for village fete	£25
Scribe accounts	Annual Renewal costs	£532.80 (including vat)
Internal audit		£294.00

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

*The payments were unanimously approved.*

Councillor Errington joined the meeting at 19.43.

754.2/26 Balance and Expenditure

To consider and approve the [balance and expenditure](#) for the period ending 30<sup>th</sup> April 2026 Report circulated.

**Recommendation: That the Council approves the balance and expenditure for the period ending 30<sup>th</sup> April 2026.**

*The balance and expenditure report was unanimously approved.*

754.3/26 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	As per monthly statement.
Greg Fowler	Noticeboard maintenance	£85 per Board (3 Noticeboards)
Oakford IS	IT support – PAYG	£1000 retainer paid for period Jan 26 to Jan 27
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
Solopress	Printing of inSPIRE Magazine	Dependent on size of magazine and delivery times £500-£600 per edition.

*It was unanimously resolved to approve the ongoing payments.*

#### **755/26.Derry Hill & Studley Parish Council Internal Audit**

To receive the report from the Internal Auditor.

**Recommendation: That the Council note the report.**

Council noted the report and noted that there were no actions advised.

#### **756/26. Annual Governance and Accounting Report (AGAR) 2025/26**

The Clerk has circulated the [AGAR papers](#) section three report and [report](#).

- a. Section 1 Annual Governance Statement

Recommendation: To consider and approve the answers to the AGAR Section 1 Annual Governance Statement 2025/2026 and its signing by the Chairman and Clerk.

*It was unanimously resolved to approve the governance statement.*

It was then signed by the clerk and the chair of the meeting.

- b. Section 2 Accounting Statement 2025/26

Recommendation: To consider and approve the AGAR Section 2 Accounting Statement 2025/26 and its signing by the Chairman.

*The accounting statement was unanimously approved. It was then signed by the chair of the meeting.*

- c. Making provision for the Exercise of Public Rights

To note that the dates for the exercise of public rights has been set to be from Wednesday 3rd June 2026 to Tuesday 14th July 2026 and the AGAR documents approved in items 14(a)

and 14(b) along with the internal audit report will be published with the completed notice as circulated on the Council's website and noticeboards.

The dates for the exercise of public rights were noted.

### **757/26. Reconfirmation of General Power of Competence**

Following the elections on May 1<sup>st</sup> 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 reconfirm adoption of 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 2012 to reconfirm the adoption of the general Power of Competence.**

*It was unanimously resolved to reconfirm the General Power Of Competence.*

### **758/26. 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.

#### **Finance Committee Appointment**

*It was unanimously resolved that Cllr John Barnes, Cllr Vaughan Mizon, Cllr Bruce MacInnes, Cllr Philippa Todd and Cllr Andrew Turton be appointed to the Finance Committee.*

#### **HR Committee Appointment**

*It was unanimously resolved that Cllrs John Barnes, Cllr Philippa Todd, Cllr Claire Williams and Cllr Andrew Turton. Be appointed to the HR committee.*

#### **Road Safety Working Group**

*It was unanimously resolved that Cllr John Barnes, Cllr Vaughan Mizon and Cllr Andrew Turton be appointed to the Road Safety working group.*

#### **Engagement and Participation working group.**

*It was unanimously resolved that Cllr Claire Williams, Cllr Martin Handyside, Cllr Jean Spence, Cllr Philippa Todd and Cllr Nathan Errington be appointed to the Engagement and Participation working group.*

### **Footpaths working group.**

*It was unanimously resolved that Cllr John Barnes, Cllr Martin Handyside, Cllr Vaughan Mizon, Cllr Jean Spence and Cllr Nathan Errington be appointed to the Footpaths working group.*

### **Climate emergency and Environment working group.**

*It was unanimously resolved that Cllr John Barnes, Cllr Martin Handyside, Cllr Bruce MacInnes, Cllr Jean Spence and Cllr Nathan Errington be appointed to the Climate emergency and Environment working group.*

### **Strategic Plan working group**

*It was unanimously resolved that Cllr Philippa Todd, Cllr John Barnes and Cllr Bruce MacInnes be appointed to the Strategic plan working group.*

### **Outside bodies representatives; 2026/27**

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  
Wilts & Berks Canal – Cllr Martin Handyside

### **759/26. Insurance 2026/27**

To note that we are in the second year of the three year of a long term agreement and have received the insurance documentation for this year. The confirmed price this year is £872.49.

This years price was noted.

### **760/26. Road Safety Update**

To received the [update](#) and consider the recommendations;  
Cllr Turton provided the update,

760.1/26 Finalised Costs for Completed Schemes;  
It is recommended that:

- Authorisation for the Old Derry Hill Village Gates and Signs scheme is increased by £370.44 to £2,502.73.
- Authorisation for the Studley 20mph Speed Limit Implementation scheme is reduced by £665.37 to £2,034.63.

*It was unanimously resolved to approve the amended parish council contributions.*

#### 760.2/26 Devizes Road White Gate

It is recommended that Council authorises the estimated parish contribution of £1,350 towards the installation of a pair of white village gates on the A342 Devizes Road, approaching from Sandy Lane;

**Budget; Road Safety- CIL Reserve.**

*It was unanimously resolved to authorise the estimated parish contribution of £1350 towards the installation of white gates on the a342 Devizes Road.*

#### 760.3/26 Studley Traffic Calming Scheme;

Assuming that the appeal against the existing decision is unsuccessful, it is recommended that £5,000 shall continue to be reserved against this scheme, and LHFIG asked to re-submit it as a bid for the 2026-27 Substantive Highway Scheme Funding.

*It was unanimously resolved to continue to hold £5000 in reserve for a future substantive bid.*

#### 760.4/26 LHFIG Funding

It is recommended that Council write to the Cabinet Member for Highways, Streetscene, and Flooding to express concern about the budget reductions and to request that the budget be match-funded with Community Infrastructure Levy (CIL) money as in previous years.

*It was unanimously resolved to write to the cabinet member for highways street scene and flooding.*

#### **761/26. Climate and Emergency working group update**

To receive the [update report](#) from the Climate and Emergency working group.

Councillor Handyside presented the report.

The report was noted.

#### **762/26. Date and Time of next meeting**

Monday 8<sup>th</sup> June 2026

The meeting closed at 20.33