

**Minutes of Calne Without Annual Parish Meeting
Lansdowne Hall, Petty Lane, Derry Hill,
Wednesday 5th March 2025**

Present:

Calne Without Parish Councillors

WEST WARD

Cllr Lucy Campbell Rogers

Cllr Keith Robbins

Cllr Philippa Todd

PEWSHAM

Cllr John Barnes

SANDY LANE

Cllr Sue Deedigan

MIDDLE WARD

Cllr Pauline Crane

Cllr Andrew Turton

EAST WARD

Cllr Doug Price

Wiltshire Councillors

Cllr Ashley O Neill

Cllr Nic Puntis

5 members of the public attended.

The Chairman opened the meeting and welcomed the members of the public.

1 Apologies for absence

Cllrs Rees, Nugent and Kronig sent apologies.

2. Approve the [Minutes](#) of the 22nd April 2024

Agreed: That the minutes of the Annual Parish Meeting on the 22nd April 2024 be approved as a true and fair reflection of the discussions that took place and that these be signed by the Chairman as such.

3. Chairman's Report

A summary of the work of Calne Without Parish Council over 2021-25 and a look ahead to the changes to parish boundaries due to come into effect in May.

Cllr John Barnes presented an update of the work of the parish council over the last year.

Slides are attached as appendix 1.

4. The Role of a Parish Councillor

An opportunity to find out more about the role of being a Parish Councillor, what it entails and how they can make a difference to their community.

Cllr Andrew Turton presented a report on the role of a parish councillor.

Slides are attached as appendix 2.

5. Becoming a Parish Councillor

With parish elections coming up on 1st May, this will explain how to stand for election.

Cllr John Barnes provided information on how to complete the nomination process.

Slides are attached as appendix 3.

6. Public Speaking

Opportunity for the public and press to express their opinions on current community issues.

Cllr Puntis (Wiltshire Council) addressed the meeting to provide some back ground about flooding, emergency response and the operational flood working group.

The meeting closed at 21.12



Chair's Report



Wednesday 5th March 2025

1

Planning Applications

The Parish Council is a statutory consultee on all planning applications within the parish. We review all planning applications and seek improvements where appropriate.



Examples from 2024/25 include:

- Sands Farm Solar Farm
- 48-49 Church Road, Derry Hill (shop)
- Land off Spitfire Road
- Bethesda Care Home



2

Calne Community Neighbourhood Plan



Calne Community Neighbourhood Plan first “made” in 2018. Plan has been under major review since 2021.

Approved on 27th February 2025 by Referendum, with 92.5% of the vote,

Local **Planning Policies** on:

- Climate change & sustainable development
- Natural Environment
- Built Environment
- Community Facilities
- Getting Around
- Working & Shopping
- Housing & Infrastructure

+ **Local Design Guide**

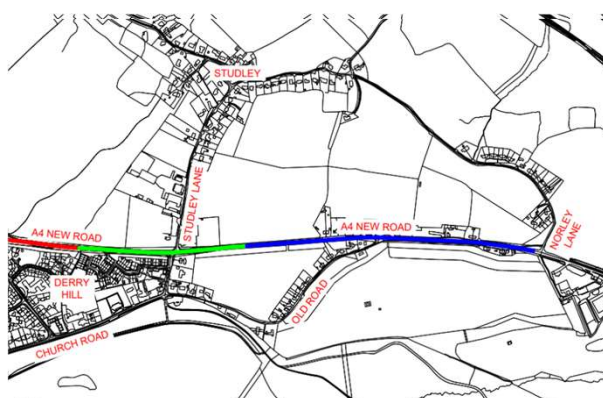
“The Plan is an excellent example of a neighbourhood plan review”

Independent Examiner



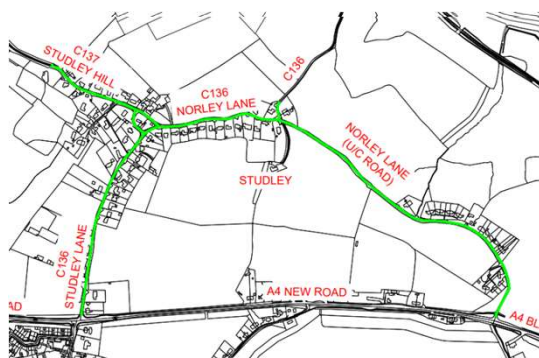
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Road Safety Working Group



40mph through Studley Crossroads & 50mph east to Norley Lane implemented Oct'24.

Proposed 20mph Speed Limit for Studley & Norley Lane approved Feb'25.



4

Road Safety Working Group

- White Gates and Signage Improvements installed at Sandy Lane.
- Crash Barrier extended at the bottom of Old Derry Hill.
- The Council's two Speed Indicator Devices continue to be rotated around the parish with data supplied to Wiltshire Police to inform speed enforcement.
- Engagement with Derry Hill School about parking during drop-off and pick-up times.
- A3102 Safer Roads Project – reduction in speed limit on A3102 Mile Elm Road and safety improvements (white lining, signage improvements)
- Awaiting outcome of two bids to Wiltshire Council for substantive scheme funding:
 - Surfacing of the shared use path between the Lansdowne Hall and the A4
 - Traffic Calming Improvements on Church Road & Studley Lane



5

Footpaths Working Group

- The Footpaths Working Group has continued to undertake maintenance and improvement works to the Parish Councils 80km of public rights of way.
- Over the past year this has included:
 - Stiles on CALW49 & CALW52 at Stockley Common
 - Stiles on CALW87 Naish Hill near Nethermore Farm
 - Repairs to steps on CALW82 to west of the Lansdowne Arms
 - Clearance/strimming on CALW86 Close Wood
 - Handrail repairs – CALW13, CALW67, CALW80
 - Stile repairs on CALW42 at Calstone & CALW49 Stockley



6

Climate and Environment Working Group

Studley Gardens Community Orchard planted.



Grant funded from Coronation Living Heritage Fund.



Sustainability & Wellness Weekend 19/20th October (in conjunction with the Community Committee)

Coming Soon!
Bicycle Stand Planters



7

Community Defibrillator Project

Parish Council Project to install community defibrillators to every community not currently covered:

- Calstone – installed
- Compton Bassett x 2 – installed
- Cherhill View – planned
- Mile Elm - planned
- Sandy Lane – planned
- The Pewsham – installed



8

Play Equipment on Petty Acre

New play equipment on Petty Acre – first public play equipment in Derry Hill!



9

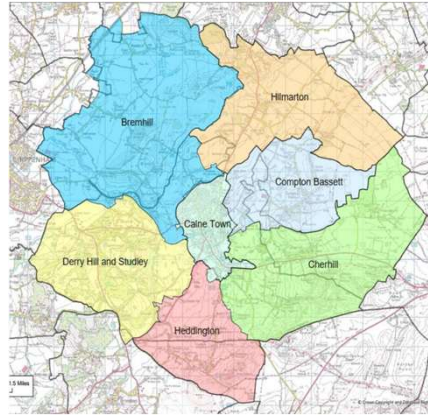
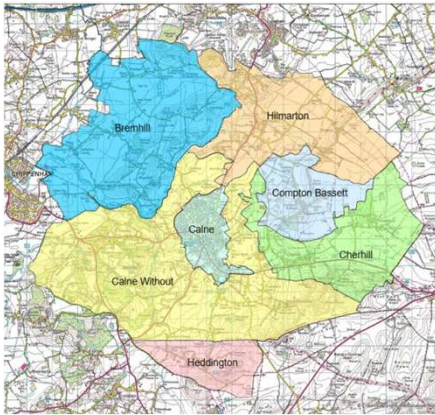
Thanks to councillor colleagues and the Parish Clerk



10

Community Governance Review

In May, the parish boundaries change and we will become Derry Hill & Studley Parish Council.



1st May – Parish Council Elections– could you make a difference to our community?

The Role of a Parish Councillor

March 2025

1

Role of a Parish Councillor 1

- Is to represent the views of all residents within the parish.
- Is to take responsibility for running local services.
- Is to decide on how much to raise through the council tax precept in order to deliver the Council's services.
- Is to influence and shape the long-term development policy for the parish and, as part of the planning process, comment on planning applications within the parish. To use the Neighbourhood Plan to influence new development.
- Is to listen to the advice and guidance from the Parish Clerk to ensure that the Parish Council fulfills its legal requirements.

2

Role of a Parish Councillor 2

- Is to work to identify issues that are important to the lives of the residents you represent.
- Is to work to bring about improvements through local projects, lobbying other service providers and working in partnership with other parishes and agencies.
- Is to respond to local community groups' requests for financial support through grant funding.
- Is to be a good employer.
- Is to understand and follow the Parish Council's policies and procedures.
- Is to act as the eyes and ears of Wiltshire Council.

3

A Parish Councillor

- **Is responsible to** - All people resident within the Parish.
- **Is in regular liaison with** - Other councillors, Parish Clerk, Local Authorities, residents.
- **The Period of service is** - Four years.
- **Salary** - This is a voluntary position with some expenses able to be paid in certain cases.
- Individual Parish Councillors cannot make decisions on behalf of the Council, all decisions are made collectively at a Parish Council meeting.
- The Parish Council is non-party political.

4

How the parish council is funded

In simple terms there are two pots of money:

- **Parish council precept** – which covers the running costs of the council. This is part of the Council Tax paid to Wiltshire Council; and
- **Community infrastructure Levy (CIL)** – this comes from developers who build new properties within the parish. 75% goes to Wiltshire council and 25% to the parish council; to fund infrastructure to support the new houses and the area around them.

5

Parish Council committees

- Committee meetings are open to the public and all documents are available online.
- There currently are three committees:
 - Finance;
 - Strategic Planning; and
 - Human Resources.

6

Parish Council Working Groups

- Working groups work on specific topics. Their output is presented to the main council at the regular full council meetings and is then available to the public.
- There are currently five working groups:
 - Highways, Transport and Road Safety;
 - Engagement and Participation;
 - Climate Emergency and the Environment;
 - Footpaths and Rights of Way; and
 - Play provision.

7

The Parish Council is also involved with

- Calne Area Board
 - The board is comprised of 5 unitary Councillors and representatives from the Town and Parish councils. The board's focus is to bring some decision making back to local areas; also to discuss issues of local significance and receive updates from the Emergency Services and NHS. It has a budget to allocate grants to groups and organisations within the area. A secondary objective is to inform the parish councillors of activities occurring within the area which might impact our residents.
- Local Highways & Footway Improvement group (LHFIG)
 - This is a sub-group of the Calne Area Board specifically dealing with highways issues.
- National Cycle Route 403 Cross Council Working Group
 - Aims to improve the cycleway between Chippenham, Calne and Avebury.

8

Data Protection, Freedom of information, Confidentiality etc.

- Data protection training is provided
- Confidentiality – Respect confidentiality as required, be aware Parish Council meetings are open to the general public.
- The Clerk will advise on Freedom of Information requests and will ensure the Council is fulfilling its legal requirements.

9

Practical Issues

- The council meets on the second Monday of the month, ten times a year (no meetings in January or August) between 7.30 – 9.30 pm.
- Venue for meetings – Lansdowne Hall, Petty Lane, Derry Hill.
- The inaugural meeting of the Derry Hill and Studley Parish Council will be on Monday 12th May 2025.
- Communication between Councillors and the Clerk is generally via e-mail and “Teams”. (“Teams” training will be provided.)
- Most Councillors follow the proceedings at meetings with the aid of their lap top, I-pad or tablet or on their phones – the Lansdowne Hall’s WiFi code will be provided.

10



How to Stand for Election to the Parish Council

Wednesday 5th March 2025

1

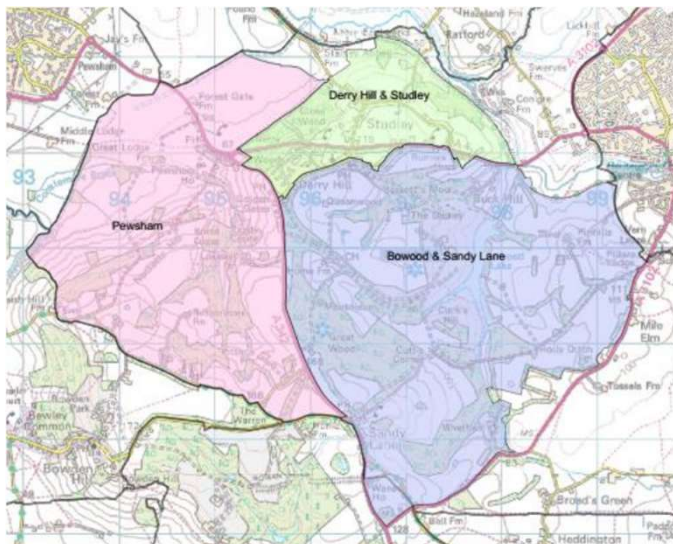
Contents



1. Vacancies
2. Timetable
3. Resources
4. Qualifications and Disqualifications
5. Nomination Papers
6. The Statement of Persons Nominated
7. Campaigning
8. Polling Day and The Count
9. Election Expenses

2

1. Vacancies – new Derry Hill & Studley Parish Council



3 Wards:

- Derry Hill & Studley – 9 councillors
- Bowood & Sandy Lane – 1 councillor
- Pewsham – 1 councillor

All current councillors up for re-election

3

2. Election Timetable



Notice of Election Published	Tuesday 11 th March 2025
Nominations hand delivered from	Wednesday 12 th March 2025
Nomination Deadline	4pm on Wednesday 2 nd April 2025
Statement of persons nominated	4pm on Thursday 3 rd April 2025
Polling Day 7am to 10pm	Thursday 1 st May 2025
Election Count	Friday 2 nd May 2025
Existing councillors retire and new councillors take office	Tuesday 6 th May 2025
Deadline for return of Election Expenses (town & parish)	Thursday 29 th May 2025

4