

draft Minutes from the Ordinary ROWDE PARISH COUNCIL MEETING

Held on Wednesday 12th November 2025, 7.30pm, Rowde Village Hall

	<p>PRESENT: L Wills (Chair), R Carine, J Dalley, T Lines, S Rigby, S Skelhorn, M Somerville, S Taylor, E Watt, J Wills Cllr Laura Mayes</p>
	<p>Welcome & Farewell to R Jeffries, Parish Clerk</p>
1.	<p>Apologies: Chris Greenwood</p>
2.	<p>Register of pecuniary interests M Somerville registered a pecuniary interest in payment for his ground's maintenance work.</p>
3.	<p>Chairman's five minutes The Chairman updated the Parish Council on the ongoing investigation into the conduct of the Parish Council. Councillors have been interviewed. The report is expected to be completed soon. It will be shared with parishioners.</p>
4.	<p>Personnel Plans for Clerk Cover A locum Clerk will cover for the Parish Council from the December 2025 meeting. T Lines informed the Parish Council that an advert for a permanent position is ready to go into the Rowde Village News. The post will be advertised on other platforms too. Proposal for T Lines to lead on financial matters The Parish Council agreed to this.</p>
5.	<p>Public Question Time There were no questions asked.</p>
6.	<p>Wiltshire Council update - Cllr Laura Mayes Cllr Mayes noted that the consultation on speed reduction on Caen Hill is still live. Everyone is encouraged to respond to the consultation. There are still plans to reduction the speed limit outside of Silverwood School. It has been agreed by Wiltshire Council that the funding will come out of the Highways budget. There will be a Traffic Regulation Order published in February/March 2026. Gypsy and Traveller Development Plan. The draft plan is being revised with a call for further sites and a revised definition of traveller status. The consultation will begin all over again next year.</p>
7.	<p>Sign off the minutes of the Parish Council meeting held on 10th September 2025 It was proposed that the minutes are accepted. Proposed by J Wills, seconded by S Taylor. All Councillors who were present at the meeting agreed.</p>
8.	<p>Review and approve the minutes of the Parish Council meeting held on 8th October 2025 The draft minutes will be amended and presented at the Parish Council meeting in December 2025 for approval.</p>
9.	<p>Matters arising and actions taken from the meeting: 8th October 2025</p> <ul style="list-style-type: none"> • The Parish Council will encourage residents to sign up for fibre optic broadband through the Rowde Village News. • There is planning enforcement action being taken on a building structure that is located on The Common. • There is no update at this time from Wiltshire Council on the outcome of the planning applications for plots 1 & 4 Berhills Lane. • The Clerk has reported the tree that is growing through the wall at Maundrell Close (High Street) to Aster for their attention.

	<ul style="list-style-type: none"> • It was requested that the heras fencing is removed from the Jubilee gate area, as access is needed for emergency services when football matches are playing. • Devizes Town Football Team have installed a portable toilet on the playing field for their use. • New goal post net hooks have been purchased for £44.39. 	Clerk
11.	<p>Playground safety</p> <p><u>Update on goal posts for Silverlands Play Area and plans for the MUGA</u></p> <ul style="list-style-type: none"> • S Skelhorn reported that he had not found any goal posts which were useable in the Parish Council shed. It was suggested that the MUGA, currently being stored, could potentially be used for goal posts in Silverlands Play area. It was agreed not to discuss the issue further at this time, as a complaint has been lodged with the Monitoring Officer. <p><u>Vote on installation of pedestrian barrier at the large playing field</u></p> <ul style="list-style-type: none"> • The Chairman updated the Council on the materials that were purchased three years ago to create a pedestrian barrier at the large playing field, off Sands Lane. A written update from C Greenwood was shared with the Parish Council as requested, that the Planning Agent recommended that no fence/barrier should be erected until the planning application for the hub had been concluded as it could prejudice the planning application. L Wills confirmed with the planning agent that the barrier was not a new idea and that it was agreed to three years ago. L Wills proposed that the barrier should be installed. This was seconded by S Skelhorn: 9 Councillors voted in favour of installing the barrier; 1 Councillor abstained. It was agreed that if the barrier causes a problem in the future with the planning application, then it can be removed. • Wiltshire Council will issue a re-consultation on the planning application soon. It is not thought that a bat survey will be required now. <p><u>Update on RoSPA repairs to all play areas</u></p> <ul style="list-style-type: none"> • Formation of a working party to carry out the recommended RoSPA repairs. This request was raised. • S Skelhorn has acquired security fencing from the completed Haymeadow Way which can be used to cordon off play equipment whilst it is being repaired. • The ground under the remaining MUGA at the Tower View play area will be raised with new top soil and the original mats reused. <p><u>Request for expenditure</u></p> <ul style="list-style-type: none"> • There was a site meeting at Tower View Play area with S Skelhorn, L Wills and the Clerk to discuss the RoSPA recommendations for repair. The following items were proposed for approval by the Parish Council. <p>x2 new toddler swing seats Tower View £243 each.</p> <p>x1 gate -Tower View end of play area £258.20 inc VAT. It was questioned whether a cheaper gate could be purchased.</p> <p>10x tonnes of top soil are required for overfilling and wetpour repairs. A question was asked about whether the measurements are correct. A Watters said that he may have some spare top soil. He agreed to confirm with the Chairman as soon as possible. {Clerk's note: this soil is no longer suitable and can not be used} If the top soil has to be purchased, it will cost between £25 - £32 per tonne + VAT.</p> <p>It was agreed to purchase gate buffers £10; anchor pegs £100 approx; grass seed 2 x 20kg £99.80 per bag; wet pour £98 tub x2. The Parish Council will attempt to repair the wet pour themselves. It was agreed to purchase some oak slats (for the Toddler's climbing frame) £80; fixture fittings for £50-60; cable ties for playground management signs £20; postcrete 6-8 bags, approx £5-£6 a bag. Receipts for all purchases are required. It was</p>	

	<p>agreed that there would be a contingency fund of £100 to ensure that this work can be completed when it commences.</p> <p>It was proposed by S Skelhorn and seconded by E Watt to carry out the repairs as listed above.</p> <p>It was suggested that whilst sections of the park are closed off for repair, that the equipment should be cleaned and painted. J Dalley suggested contacting a local contractor for a possible offer of free paint. It was noted that there are rules on the type of paint that can be used on children’s play equipment.</p> <p>It is proposed to carry out the work after Christmas and before the Easter school holidays. The Parish Council is looking for parishioners who are willing to help with this work.</p> <p><i>{Clerk’s note: it was agreed after the meeting by the Finance Committee that two of the items above should not proceed at this time as they do not appear specifically in the RoSPA report. S Skelhorn has stood down from carrying out the work until there are further recommendations from the Finance Committee}</i></p>	Clerk
12.	<p>Allotments</p> <p><u>Update on allotment inspections</u></p> <p>On 1st November 2025, the new allotment representatives J Wills, S Taylor and E Watt inspected the allotments. It was reported that most plots are actively being worked. There are a few plots that have excessive waste left on them. One plot is reported to have an unsafe structure on it. There are some water pipes which need lagging, the central pathway needs levelling in some places, and rubbish under the oak tree needs to be removed. There is some work needed on some of the plots before they can be re-let in March.</p> <ul style="list-style-type: none"> • There will be regular allotment inspections moving forward, taking place in April, July and October. • It has been proposed to host an informal meeting between representatives of the Parish Council and allotment holders. <p><u>Discussion on quotations for cutting the top of allotment hedge</u></p> <p>It is recognised that the top of the hedgerow either side of the allotment site needs to be trimmed. Quotes are being sourced for a contractor to carry out this work. This will be discussed again at the Parish Council meeting in December.</p> <p>The new allotment group was thanked for their work. It was asked if they can minute their meetings so that the group can be classified as a committee and not a working party.</p> <p><u>Parish Council shed roof repair</u></p> <p>It was suggested that R Wills is asked to look at carrying out a temporary repair to the roof.</p>	Clerk
13.	<p>Planning</p> <p><u>Planning applications</u></p> <ul style="list-style-type: none"> • PL/2025/07721. Silverwood School, Rowde, Devizes, SN10 2QQ. Listed building consent. Three replacement external doors within the Stable Block of Rowdeford House. Confirmation that the Parish Council has no objection to the application • PL/2025/07596 Seven acres dog field, Dunkirk Hill, Rowde, Devizes, SN10 2LU One non-illuminated directional sign to be installed at/near the entrance to Seven Acres Dog Field. Deadline date 14/11/25. The Parish Council agreed that a sign is needed to highlight the entrance to the dog walking field. The landowner offered to send a plan to the Parish Council to show ownership of adjacent land and grass verges {Clerk’s note: the landowner sent this to the Parish Council on 13/11/25}. It was asked how large the sign will be. It was confirmed that they are planning for a small directional sign similar to the Rowdey Cow sign. The Parish Council had no objections to plans for the sign. 	

	<ul style="list-style-type: none"> • PL/2025/08524 11 Scholars Park, Rowde, Devizes, SN10 2AH Consent under Tree Preservation Orders T1 Walnut - Reduce by 30% to suitable pruning points and back to boundary, giving clearance to buildings. T2 Sweet Chestnut - Reduce by 30% to suitable pruning points and back to boundary, giving clearance to buildings and OH cables. Deadline date for comments 19/11/25. The Parish Council supported the application and had no objections. • Notice for Lime Down Solar Park planning application. Register for Interested Parties open from Thursday 30 October 2025 to Friday 09 January 2026. Background: Lime Down Solar Park is a proposed large-scale renewable energy project in Wiltshire, England, designed to generate solar power and store energy through advanced battery systems. It is being considered as a nationally significant infrastructure project, meaning it will go through a formal examination and approval process. It is located near Malmesbury, across five sites (called Lime Down A–E), situated north of the M4 and around villages such as Sherston, Norton, and Hullavington. It will cover around 2,000 acres of land with solar panels. The project is at the pre-examination stage with the UK Planning Inspectorate. • A question was asked about the progress of development at the former Cross Keys pub. The ground has been cleared for the first house to be built. It is reported that a contract has been signed with Premier. The owners of the shop will live above the shop. The Chairman will ask the landowner for further updates and timeframes. 	LW
14.	<p>Highways and footpaths</p> <ul style="list-style-type: none"> • Update on Community Speedwatch. There was no further update. There are metrocounts currently installed around the village to monitor the volume and speed of traffic through the village. The footpath, the Nook, has been reported to Wiltshire Council as needing to be cleared of leaves and debris. It has also been reported to the Parish Steward. It was noted that there are still dead trees in the copse on Marsh Lane at the entrance to Rowde Court, opposite the entrance to Furlong Close: dead trees. Wiltshire Council contractors have attended to remove some of the dead material. This work has not been completed. A resident requested again for the 50mph speed limit on Marsh Lane to be moved further away from Furlong Close and the village. 	Clerk
15.	<p>Village appearance</p> <ul style="list-style-type: none"> • Planters upkeep – High Street The Clerk has drafted a letter to send to residents of Manor Farm Lane about the upkeep and maintenance of the planters on the High Street. • Update on Silverlands Road noticeboard The old Silverlands Road wooden noticeboard has been repaired by the Men’s Shed and is ready to be picked up. J Dalley will arrange with C Greenwood to pick up the noticeboard. There is a third of a sheet of plywood left over. It was agreed to donate this to the Men’s Shed as a thank you for their work on the noticeboard. The Chairman suggested that this noticeboard should be sited next to the bus stop on Devizes Road (Conscience Lane junction). It was agreed to ask A Cadwallader, Highways Representative for Wiltshire Council, for permission to do this. Two further posts are needed to install the noticeboard (8ft high x 100ml x 100ml) • Bins The Chairman has reported that the Silverlands play area bin has not been emptied again. The contractor has requested for what2words references for all of the bins that they should be emptying. 	Clerk Clerk

16.	<p>Monthly financial matters</p> <ul style="list-style-type: none"> • Monthly bank reconciliation and monthly invoices for Oct 2025. Invoices were approved for payment (proposed by S Taylor, seconded by R Carine. All Councillors, except M Somerville, voted to approve the payments). • Invoices for payment Total: £4,029.63 Admin costs: £1,910.08 Ground's maintenance: £1,130.50 Village repairs: £357.05 Election fee: £440 Governance (email accounts): £192 <p>Further invoices were approved at the meeting: paper £7.50, Newitts (goal post net hooks) £44.39, Meeting room hire The Mind Tree Café £25.00, Screwfix sign for large paying field £19.99, Amazon eyes & nuts £11.44, Rowde Village Hall meeting room hire £132.</p> <p>There was some discussion about how expenditure is approved and the effect this has on completing work for the Parish Council.</p> <ul style="list-style-type: none"> • Update on CIL reporting <p>The total amount received by the Parish Council (£10,629.82) has now all been allocated. This funding has been allocated to Tower View fencing (£7,206 in 03/22), bespoke noticeboards (£1,667.73 in 2024), towards a new swing frame for Silverlands play area (part payment of £1,386.09), and bridleway repairs (£370)</p> <ul style="list-style-type: none"> • Notice of pre-budget work <p>T Lines, L Wills and S Rigby are working on the budget for next year's precept. This will be discussed at the December Parish Council meeting.</p>	
17.	<p>Community engagement & social media</p> <ul style="list-style-type: none"> • S Rigby updated the Parish Council on arranging wi-fi for Rowde Village Hall. This was discussed and agreed at the Village Hall committee meeting in October. It will be necessary to order business wi-fi. The Village Hall has to be registered with Royal Mail before wi-fi can be installed. S Rigby will discuss this with the village hall Committee at their meeting in December. The cost is estimated to range from £23 +VAT to £31 for 67 megabytes. • Facebook posts. The gate on the Devizes Road side of the permissive path is broken. This matter is being dealt with by Wessex Water. • Village Christmas tree: J Dalley, M Somerville & T Lines offered to put the tree up at the Village Hall. A Watters requested help for volunteers to dig up and transport a tree from a resident in Rowde to donate to Furlong Close. • Update from Rowde Events Committee together with the Mind Tree Café: The Rowde Events Committee together with the Mind Tree Cafe are hosting the village seniors to a Christmas tea at the Cafe on December 17th, at 3.00pm. They are especially inviting those who live alone to come and enjoy the celebration. A Committee member has been visiting those on the list to see if they need transport. There is a meeting of volunteers at the Mind Tree Cafe on November 24th at 7.00pm to make final plans for the event. • The Events Committee has made a request for funding of £125 from the Parish Council for gifts to give to the senior residents at their celebration. The Parish Council agreed to this. <p>Residents were encouraged to support the Café at the Mind Tree Café. It is open on Tuesdays, Thursdays, Fridays and Saturdays.</p>	

18.	<p>Correspondence</p> <p>Mind Tree café: request for a £1,000 annual donation. This will be on the agenda for discussion at the December Parish Council meeting.</p> <p>Tom Wheeler’s family have thanked the Parish Council for organising the replacement memorial plaque.</p>	Clerk
19.	<p>Date of next Parish Council meeting</p> <ul style="list-style-type: none"> • Next meeting Wed 10th December 2025, 7.30pm, Rowde Village Hall 	

A reminder that all requests for work/or goods must be presented to the relevant Committee first for authorisation.

Signed: Chairman Date: