ROWDE PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

Held on Wednesday 9th September 2026 at 7:00pm
at Rowde Village Hall, Cock Road, Rowde, SN10 2PS

Councillors Present - L. Wills (Chair), T. Lines (Vice-Chair), J. Wills, J. Dalley, E. Watt, S. Rigby, R. Carine, S. Skelhorn, M. Somerville
In attendance 9 Members of public

26-27/69 Chairs welcome

26-27/69.1 The Chair asked everyone present if anyone intended to record or film the meeting. Councillor S. Skelhorn confirmed he was recording for personal/sharing purposes. The Chair noted that the Council's recording was being taken solely for accuracy in minute preparation during administrative transition.

26-27/69.2 The chair announced that the council had agreed to appoint Deni Durrant to the role of Clerk and RFO, she will begin working for the parish council on the 28th of September. It was also reported that unauthorised engineering work to create a track across Rowde Common has taken place, The parish council will need to take legal action as the landowner it is the parish council that will be enforced this comes at a cost to the parish.

26-27/70 Public Participation

26-27/70.1 A resident shared a report of an anonymous note she received regarding her dog barking; the council advised her to share this with the police.

26-27/70.2 The council received no petitions or deputations from residents.

26-27/71 It was resolved to approve the reasons for absence of Cllr C. Greenwood

26-27/72 Cllr L Wills and Cllr J Wills declared a pecuniary interest in a financial payment to Mr. R Wills for reimbursement of a payment for unpaid postage for a parish council parcel.

26-27/73 Reports & External Updates

26-27/73.1 Councillors received a report from Councillor Mayes on the trialing of the booking system at the household recycling centres, that the local plan is restarting, and that the leisure centres have stopped the £25 registration fee for children.

26-27/73.2 It was noted that there were no additions to the External meeting schedule.

26-27/73.3 The action list was received and amended to update what has been completed.

26-27/73.4 Councillors received an update on the NHP and were advised on the proposed cost and timescale to get to Regulation 14.

26-27/73.5 Councillors received an update regarding trees on the sports field that the Wiltshire council tree officer would like to include on the TPO register. All councillors agreed to add these additional trees.

Signed.....Date.....

26-27/74 Minutes of the Previous Meeting

26-27/74.1 The minutes were presented to the council for approval, councillor Skelhorn wanted some missing information added that he felt should be recorded. The minutes will be updated and approved in October.

26-27/75 Planning Matters

26-27/75.1 The Council considered planning application PL/2026/04596 (Land North of Conscience Lane variation of condition): It was RESOLVED UNANIMOUSLY To submit a response of 'NO OBJECTION'

26-27/75.2 Councillors noted the RPC planning schedule.

26-27/75.3 It was noted that no further planning matters have been received after the agenda

26-27/76 Playground/ Sports Field

26-27/76.1 The purchase of the £1,500 steel changing room unit was ratified and approved with a majority vote of 5-4 Cllr Dalley did not take part in the vote.

26-27/76.2 Councillors noted the cost of the variation to planning it was unanimously agreed to proceed with the installation of the smaller building and then we have the space and options to extend it.

26-27/76.3 It was noted that the inspection reports have been received and the chair noted that the playgrounds team need to review the report and bring it to the October meeting with a plan.

26-27/77 Allotments, Grounds and Highways

26-27/77.1 It was noted that no report has been received from the tree survey and no invoice has been received.

26-27/77.2 It was noted that communication with Soloman Pegden is still on-going.

26-27/77.3 It was noted that the chair has contacted community payback to ask about whether they will consider helping with the wildlife garden. No further update was received.

26-27/78 Maintenance

26-27/78.1 It was noted that the grounds maintenance tender needs to be drafted and approved at the October meeting. The chair suggested that the grounds maintenance group meet with the chair to review the current tender.

26-27/78.2 The chair has advised that we need to contact a tree surgeon with a cherry picker to quote for the works on the allotment oak. Quotes will be requested.

26-27/78.3 Councillors received an update on the parish steward it was agreed that all jobs for the steward will be sent to Cllr Lines to compile the monthly list.

Signed……Date…….

26-27/79 Finance and Governance

26-27/79.2 The bank reconciliation was unanimously approved.

26-27/79.3 The pre- approved payment schedule was noted**.**

26-27/79.4 Payments for the toddler swing and payroll provider were ratified

26-27/79.5 Payment for PKF Littlejohn was approved.

26-27/79.6 Councillors agreed to add the annual email payment to the pre-approved list.

26-27/79.7 Councillors received an update regarding the Annual Governance and accountability return (AGAR)

26-27/80 Community and Training

26-27/80.1 The councillors were updated regarding training providers.

26-27/80.2 The Councillors discussed the chair's report regarding the use of photographs on the Website for openness and accountability to residents as this is not mandatory 4 councillors did not want their photograph on the website, and 5 councillors were happy to have them. The chair suggested that the councillors not agreeing to photographs will have a silhouette instead.

26-27/81 Staffing and Legal Matters

26-27/81.1 Parishoners left the meeting so the council could discuss staffing matters, salaries and legal proceedings.

26-27/81.2 It was agreed and approved by all councillors to increase the litter pickers hourly rate to £14.50

26-27/81.3 The clerk and RFO's salary was approved. The clerk will begin at SCP 18 with an increase to SPC 22 following her six-month appraisal period.

26-27/81.4 The councillors approved the training expenses for the new clerk

26-27/81.5 It was noted that the SLCC membership purchased for the previous clerk will be transferred to the new clerk.

26-27/82 The councillors received an update from the chair regarding the unauthorised laying of a track across the common that leads to a private field with newly approved permission to live on the land for 5 Years. The enforcement team at Wiltshire has confirmed this track constitutes operational development, and Wiltshire council will be enforcing Rowde Parish Council as the registered landowner. It was unanimously approved

- For the chair to instruct solicitors to commence formal legal action on behalf of the parish council
- To approve the initial costs at approximately £1000 with the intention of recovering full legal costs and land reinstatement damages from the parties responsible.
- To authorise the chair and Vice chair to meet with solicitors to progress the enforcement,

Minute No. 26-27/83 – Date of Next Meeting

The next Ordinary Meeting of Rowde Parish Council will be held on Wednesday, 14th October 2026 at 7:00pm in Rowde Village Hall. There being no further business, the Chair closed the meeting at 21.30pm

Signed……..Date…….