



ALDERBURY PARISH COUNCIL

Caring for Alderbury and Whaddon

**You are summoned to an ORDINARY MEETING of Alderbury Parish Council to be held 7.30 on Thursday 13th November 2025
The Fountain Room at The Village Hall, Alderbury**

[Supporting documents can be found on our website](#)

Councillors can find the supporting documents in the Cllrs and clerk Teams channel

Alderbury Parish Council has signed the [Civility Pledge](#)

Alderbury Parish Council has adopted a [forward plan](#) which will inform their decisions

7.30

15 minutes is set aside for the public to ask questions.

Please restrict comments and/or questions to three minutes. After question time, the public will only be able to speak if invited by the Chair.

AGENDA

115.25 ACCEPT reports from

7.45

- a. PC Kelvin Ramsey
- b. Wiltshire Cllr Gregory Cooper

116.25 ACCEPT Apologies for absence for the reasons given

117.25 RECEIVE Declaration of Councillors' Interests and Dispensations relating to matters on this agenda

118.25 APPROVE

- a. [the minutes of the ordinary meeting held on 8th October 2025](#)

119.25 REVIEW action logs

- a. Clerk's list
 - i. **NOTE** new website development progress
- b. Cllr Sneddon's list

120.25 Planning

8pm

- a. **RESPOND** to:
 - i. [PL/2025/07769](#) - Matrons College Farm, Castle Lane: Demolition of existing agricultural barns and erection of 5 detached dwellings
 - ii. [PL/2025/07750](#) - Oaklea Lane: Erection of 2 detached dwellings with landscaping and parking
 - iii. [PL/2025/07705](#) - The field at Old Road, Alderbury: Change of use of land to a car park including new access and associated works.
 - iv. [PL/2025/07978](#) Kiln Close: Excavation of former railway embankment, erection of 3 x new self-build dwellings
 - v. [PL/2025/03757](#) Sun Hill, Southampton Road: Cessation of use of land for the storage of caravans, removal of agricultural structure and use of land for the siting of 1no timber clad caravan for use by a gypsy or traveller

- vi. [PL/2025/07715](#) Bluebell Barn, Lights Lane Variation of condition 10 (approved plans) on 16/06668/VAR to re-introduction of first floor accommodation and to insert an additional rooflight to the north and east elevations
- b. **REPORT** on correspondence with WC by JF, clerk, GC

121.25 Finance & IT

8.45

- a. **NOTE** the internal auditor's interim report and actions required
- b. **PROPOSAL to AGREE** Cllr Sneddon to attend a fund-raising course: cost £95
- c. **NOTE** the bank balances and bank reconciliation statement at 31.10.25
- d. **NOTE** the accounts 31.10.25 & year end forecast
- e. **NOTE** reserves including a year end forecast
- f. **NOTE** the updated draft budget
- g. **PROPOSAL to APPROVE** the schedule of payments
- h. **PROPOSAL to ADOPT** the IT policy

122.25 The playground, recreation ground, The Pavilion and youth activities

9pm

- a. **RECEIVE** a report on youth activities
- b. **UPDATE** on path and next steps for the Hub WG
- c. **CONSIDER** RoSPA inspection report October 2025 and further actions needed
- d. **PROPOSAL to ACCEPT** a request from the Scouts to have a storage container on the recreation ground

123.25 Village maintenance issues

- a. **REPORT** new issues
- b. **UPDATE** on projects with LHFIG

124.25 Matters of community interest

9.15

- a. **UPDATE** on war memorial costs
- b. **AGREE** Cllr Hartford to make the usual arrangements for a Christmas tree with the associated costs up to £50
- c. **DISCUSS** a permanent home for the 2nd water butt

125.25 Policies

- a. **NOTE** Policies are required to support the website and fulfil requirements from the internal audit. Policies Working Group to meet (JF, MS, MD). **CONSIDER** a request from Cllr Lawrence to join the group.

126.25 The Fountain magazine – agree key themes for the next article

127.25 Dates of next meetings

- a. Monday December 8th 2025
- b. Tuesday January 13th 2026

128.25 **PROPOSAL** to close the meeting to the public and press to discuss HR matters

129.25 **DISCUSS** recommendations from the HR working group

The agenda specifies the business that it is proposed to transact (Local Government Act 1972 Sch.12 para 10 (2)(b)) and the Council cannot lawfully decide any matter which is not specified in the agenda (Longfield Parish April Council v Wright (1918) 88 LJ Ch 119)

Liz Holland

Liz Holland
Clerk to Alderbury Parish Council
7.11.25