



ALDERBURY PARISH COUNCIL

Caring for Alderbury and Whaddon

DRAFT MINUTES of an ORDINARY MEETING of Alderbury Parish Council

7.30 on Wednesday 8th October 2025

The Fountain Room at The Village Hall, Alderbury

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

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

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

Present: Councillors John Fuller (JF) Chair, Elliot Conner (EC), Mike Dent (MD), Kim Diprose (KD), Elaine Hartford (EH), Mike Huntley (MH), Brian Jackman (BJ), Mel Lawrence (ML), Mike Sneddon (MS), Alex Wilkinson (AW)

In attendance: Liz Holland (Clerk), Wilts Cllr Gregory Cooper

PUBLIC TIME

Following a presentation from Biosouth, the Chair gave over public time to questions for them.

101.25 NOTED reports from

- a. PC Kelvin Ramsey – a written report noting no crimes or ASB reported was read out
- b. Wiltshire Cllr Gregory Cooper
 - i. WC will be introducing 5 types of household bin for collection from April 2026
 - ii. WC will be spending money on bus stop refurbishment. There will be an opportunity to submit requests
 - iii. Much time is being spent on a major project for the WC Pension Fund
 - iv. GC has asked for the road between Clarendon and The Green Dragon to be thoroughly tidied
 - v. GC & SAB colleagues are meeting with officers from Highways and Flooding to discuss perceived shortcomings in how matters are being dealt with
 - vi. Kiln Close remains on his radar
 - vii. He will try to ensure APC becomes a consultee on the work proposed at the Sun Hill site on the Clarendon/Alderbury border

102.25 Apologies for absence were **ACCEPTED** for the reasons given – Colin Roberts

103.25 Declarations of Councillors' Interests and Dispensations relating to matters on this agenda – there were none

104.25 The minutes of the meeting held on September 9th 2025 were **APPROVED**

105.25 The action logs were reviewed in detail by Cllrs Fuller and Wilkinson with the clerk prior to the meeting. No further questions. The Chair thanked Cllr Sneddon for all the work he is undertaking voluntarily in the village. He went on to say he has met the contractor for the Pavillion path and he plans to be on site the week of 20th October.

106.25 Planning

- a. **RESPONDED NO COMMENT** to: [PL/2025/07530](#) - Existing overhead line changing from single to multi user, New Build, Alderbury Farm Cottage

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

- a. **RECEIVED** a report on youth activities – Winterslow PC may join the consortium, group is now looking at the next stage beyond this initial contract with Smash, recommendation is that an organisation (charity?) is set up to run things going forward, looking at the possibility of bringing on an apprentice, locally the 'youth forum' is attracting young people

108.25 Finance & IT

- a. A **PROPOSAL** to make a donation of £100 to St John's Ambulance was **AGREED**
- b. **NOTED** the bank balances and bank reconciliation statement at 30.9.25
- c. **CONFIRMED** a transfer of up to £30,000 to deposit account (receipt of precept)
- d. **NOTED** the accounts at 30.9.25 & forecast with first draft budget – the clerk took councillors through line-by-line to point out where they have flexibility next year
ACTION: ALL with budget to be reviewed November
- e. **NOTED** reserves including a year end forecast – clerk explained that there is still CIL money which can be spent on additional assets eg play equipment and more can be expected. This means there is no pressure to precept for this.
- f. **CONFIRMED** renewal of the insurance policy (year 3 of a 3 year agreement) £1,573.72 (budget £1,750)
- g. The **PROPOSAL to APPROVE** the schedule of payments and invoices received was **AGREED**
- h. IT policy
 - i. **REVIEWED** a draft policy
 - ii. Clerk will continue to take advice to make the template policy applicable to Alderbury PC and re-present next month. **ACTION: agenda**

109.25 Village maintenance issues

- a. No new issues
- b. New issues – clerk to ensure the weed clearing machine comes to Alderbury **ACTION: clerk**
- c. **NOTED** the overhanging hedges review report. The clerk continues to work through actions.
- d. A **PROPOSAL** for new bins was made and **AGREED** – 2 bins at locations on Firs Road and Avon Drive to be installed – lockable, recycled plastic bins are approx. £250 ea, collection is £30 per bin per month, Cllr Sneddon will install. Clerk will continue to pursue landowner permissions for another 4 bins but going ahead with them will be decided separately. **ACTION: clerk to order bins and advise Hurdcott, MS to install, clerk to contact landowners**

110.25 Allotments

- a. **RECEIVED** a verbal report from the 4/10/25 AGM

111.25 Matters of community interest

- a. A **PROPOSAL** to obtain a quote for adding names to the memorial was **AGREED** by a majority vote (expected cost up to £80). Next steps will be decided after that is received. **ACTION: MH, agenda**

112.25 Policies

- a. **PROPOSAL to ADOPT** Wiltshire Pension Fund Discretions Policy was **ACCEPTED**
ACTION: clerk to submit to WCPF

113.25 The Fountain magazine – ask Biosouth to write a separate article, clerk to liaise with Jason Jordan about a footpaths article

114.25 Dates for upcoming meetings

- a. Next meeting Thursday 13th November

The meeting closed at 21:15

Signed as a true record by the Chair: Date



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