



MINUTES of an ORDINARY MEETING of Alderbury Parish Council
7.30 on Tuesday 13th January 2026
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, Eliot Conner (EC), Mike Dent (MD), Elaine Hartford (EH), Mike Huntley (MH), Brian Jackman (BJ), Mel Lawrence (ML), Colin Roberts (CR), Mike Sneddon (MS)

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

PUBLIC TIME

No members of the public were present

143.25 NOTED reports from

- a. PC Kelvin Ramsey sent a written report saying there were no recorded incidents in the past month.
- b. Wiltshire Cllr Gregory Cooper
 - i. Wiltshire Council (WC) has made a decision on the future of the Trowbridge car park
 - ii. The waste strategy is still in development
 - iii. The budget & precept will be set on 24/2
 - iv. The draft version of the amendments to parking charges will bring in county-wide harmonisation including charges applying 7am – 7pm Monday to Saturday and for 6 hours on Sundays
 - v. There is SAB funding still available and the youth project will be encouraged to bid for it – next meeting 12/3
 - vi. A scam of ‘energy efficiency consultants’ claiming to be from WC has been discovered.
 - vii. WC have voted to NOT apply a premium on Council Tax charged on second homes
 - viii. GC continues to chase matters in Alderbury including ALDE 20 drainage improvements and various issue at the Wagtails site
 - ix. GC has spoken to the enforcement officer about The Three Crowns. She says she does not have the resources available to follow up

144.25 Apologies for absence were **ACCEPTED** for the reasons given – Cllrs Diprose and Wilkinson

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

146.25 The minutes of the meeting held on 8th December 2025 were **APPROVED** and the Chair signed the minutes

Signed as a true record by the Chair: Date

147.25 The action log reviews - a number of updates were made in the meeting. The clerk was asked to take the following actions:

- a. Witherington Road needs the pipe under the road unblocked and regular visits from the Vactor **ACTION: clerk**
- b. Follow up on parking problems at the business park and PO **ACTION: clerk, GC, JF, EH**

148.25 Planning

- a. **No objections to** PL/2025/10002 Ashley House, Kiln Close

149.25 Finance & IT

- a. **NOTED** the bank balances and bank reconciliation statement at 31.12.25. The Chair signed the report.
- b. **NOTED** the accounts at 31.12.25. underspends on village maintenance accounts will be used to fund the pavement clearance project.
- c. **The PROPOSAL to APPROVE** the schedule of payments was **ACCEPTED**

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

- a. **UPDATE** from the Hub WG – WG was asked to consider the introduction of No Dogs signs at a number of entrances. **ACTION: Hub WG** Clerk was asked to find out about alternative solutions to the basket swing problem. **ACTION: clerk.** Cllr Hartford is still investigating the sponsorship of a new bench **ACTION: EH**
 - i. **PROPOSAL** to replace a damaged bin at the toddler swings up to £300 **AGREED. ACTION: clerk**

151.25 Village maintenance issues

- a. New issues
 - i. RBL flag to be taken down **ACTION: clerk**
 - ii. Blocked drain at the end of Firs Road **ACTION: clerk to email Graham Axtell**
- b. **NOTED** new reporting facility for issues for the Parish Steward
- c. **ALL AGREED** APC is NOT responsible for gritting any areas of the village. Our responsibility is confined to providing and stocking grit bins. These are then available for individuals to use as they see fit. The clerk was asked to arrange additional bins on Firs Road and at the Whaddon end of the village. Clerk can determine reasonable costs **ACTION: clerk**
- d. **PROPOSAL** to buy mulch for use on a stretch of verge along Southampton Road – up to £100. **AGREED**
- e. **CONSIDER** costs for extra grounds maintenance work on roads on the Avon Drive estate
 - i. Councillors **APPROVED** the £450 cost to deal with vegetation around a parking area on Windwhistle Way. Councillors felt that leaf clearance from gutters was down to residents where needed.
 - ii. **APPROVED** quote for £1,499 for hedge & tree work on Southampton Road
- f. Churchyard & Cemetery
 - i. Cllr Fuller talked through what a ‘closed’ churchyard is in law and how the costs of maintaining this *can be* passed to a relevant local authority. In the case of St Mary’s the application to pass on costs *has not yet been made*.
 - ii. **PROPOSAL** to seek quotes for resurfacing the lower car park. Councillors thought a better solution may be to open up the whole car

- park area and seek solutions for that. **ACTION JF, BJ, Clerk to establish ownership, spec work and seek quotes**
- iii. **PROPOSAL** to seek quotes to reinstate a path through the cemetery. Concerns were raised as to whether this is a good idea because of the use of mechanical diggers in the cemetery. **AGREED ACTION: clerk to seek quotes**

152.25 Highways

- a. **CONSIDER** applying to LHFIG for 'tractors turning' warning signs on Southampton Road at the Old Road junction. **ALL AGREED A PROPOSAL to AGREE** the 25% contribution required should this go ahead was **AGREED**. **ACTION: clerk**
- b. **PROPOSAL** to add a resin-based permeable surface around the oak tree at the turning point at the top of Avon Drive **POSTPONED pending advice from Shane M**

153.25 Matters of community interest

- a. **DISCUSS** arrangements for advertising the Annual Parish Meeting **ALL AGREED** a leaflet drop is important. **ACTION: clerk to design a leaflet**

154.25 Policies: PROPOSAL TO ADOPT the following policies: BOTH WERE WITHDRAWN BY THE CLERK pending further amendments

- a. Document retention
- b. Data protection

155.25 The Fountain magazine – gritting, checking on elderly neighbours, leaves in gutters

156.25 Date of next meeting: Tuesday 10th February 2026

The meeting closed at 21:30

