

Ashton Keynes Parish Council

Minutes of the meeting held at Ashton Keynes Village Hall on Wednesday 25th June 2025 at 7.15pm

Present: Cllrs S Crawford – Chairman; M Carter; N Inzani; T Romback; L Mason; A Ellis; C McMurtry; M Young and M Jeffery.

In attendance: Wilts Cllr Berry; Fiona Ryder – Clerk. 5 Members of Public.

All Councillors signed a declaration of acceptance of office, witnessed by the Clerk.

25-26/001 Election of Chairman for the council year 2025-26

The meeting was opened by the outgoing Chairman. Cllr Crawford was proposed by Cllr Carter and Seconded by Cllr McMurtry. Cllr Crawford was elected as Chairman.

The Chairman signed the declaration of acceptance.

Dave Wingrove was thanked for all that he has done for the village during his time on the Council.

25-26/002 Election of Vice Chairman

Cllr Romback was proposed by Cllr Ellis and Seconded by Cllr Mason. Cllr Romback was elected as Vice-Chairman.

25-26/003 Co-option

There were two members of public in attendance with a view to being co-opted. Martin Young introduced himself. It was stated that Martin is a contractor for the Parish Council, currently holding the Open Space Maintenance Contract, Martin carries out a lot of voluntary work that is not part of the contract. The Council voted unanimously in favour of co-option of Martin Young. A declaration of acceptance of office was signed and witnessed by the Clerk.

Michelle Jeffery introduced herself, the Council voted unanimously in favour of co-option of Michelle Jeffery. A declaration of acceptance of office was signed and witnessed by the Clerk.

25-26/004 Public Section

Two members of the public wished to express their concern regarding the state of the pond at North End (end of the Spine Road). The members of public have been in contact with Highways who informed that the pond is the responsibility of the landowner. Cllr Berry confirmed that all landowners have a responsibility to keep their ditches etc clear and that they can take civil action, however, he will investigate if there is anything further that can be done by Wiltshire Council.

Action: Cllr Berry

25-26/005 Apologies for absence

Apologies for absence were received from Cllr Tindall.

(Two members of public left the meeting)

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25-26/006 Declarations of Interest

Cllr Young declared an interest in agenda item 25-26/020 and signed the declarations book.

25-26/007 Standing Orders

The standing orders were distributed prior to the meeting. The Council voted unanimously to adopt the standing orders.

25-26/008 Code of Conduct

The code of conduct was distributed prior to the meeting. The Council voted unanimously to adopt the code of conduct.

25-26/009 Appointment of Members to Committees and Working Groups

Following discussion, members were allocated to committees and working groups. See Appendix A.

25-26/010 Appointment/Confirmation of Representatives to Outside Bodies

Representatives to outside bodies were confirmed, see Appendix A.

25-26/011 Review/Update Bank Signatories

The Council agreed to remove Dave Wingrove as a bank signatory and to replace with Cllr Mason.

25-26/012 Future Meeting Dates

The next meeting of the Council was agreed to be held on Thursday 17th July with future meetings being held on the third Thursday of the month.

25-26/013 Minutes of the Council Meeting held on 9th April 2025

The minutes of the meeting held on 9th April 2025 were approved and signed.

25-26/014 Actions from Previous Meetings

22-23/114i – Happyland sign towards Waterhay has now been installed.

22-23/110 – Landscaping at Wheatley's Farm Development, no further action will be taken by developer. Closed.

22-23/139 – The Village sign has now been moved to incorporate Wheatley's Farm development.

24-25/194 – Emergency Plan and Contact Hub to be an agenda item for July.

Action: Cllr Crawford

24-25/195 - Laurence Kitching Award forms completed and submitted.

25-26/015 Chairmans Report

The Parish Council is regularly in contact with the Planning Inspectorate regarding the Wheatley's Farm gravel extraction appeal, the Inspector is still considering his decision. The Council have received what is likely to be the definitive conditions should the appeal be passed, these will be kept on file for future reference.

25-26/016 Clerks Report

The internal audit was carried out on 5th June, there were no issues raised and the Annual Governance and Accountability Return 2024/25 is now ready for approval.

The annual CIL report has been sent off to Wiltshire Council.

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The next Police Community Consultation is scheduled for 8th July in the Village Hall from 10.30am to 11.30am.

Correspondence:

Litter Picking – Email request for funding towards litter picking equipment and water testing kit received.

Advised that litter picking kit can be hired, a request for funding would need to be put to full council, currently unable to advise on date of next meeting.

Free of charge equipment hire delivery/collection was arranged and also collection of full rubbish bags after the event.

Cotswold Community Footpath Closure – Email request received requested urgent appeal to developers to reinstate the footpath.

Responded with the latest Extension Notice from Wiltshire Council.

Verge Cutting – Email request for verge cutting along the High Road near Maisey Mews. Advised to contact Wiltshire Council.

Allotments – Email received asking if there are any allotments locally. Responded that there are none in the village.

25-26/017 Annual Governance Statement

The Annual Governance Statement was approved and signed.

25-26/018 Financial Report

Finance report for May was circulated prior to the meeting.

Income since the last meeting:

Precept	£19,736.58
CIL Funds	£ 2442.12

Expenditure since the last meeting:

Scribe	£ 84.00
Clerks Expenses	£ 100.98
Open Space Maintenance	£ 1980.00
Payroll Services	£ 22.88
Wiltshire Pension Fund	£ 600.00
WALC Annual Subscription	£ 632.76
Mobile Phone	£ 29.77
Grant to Village Hall (CIL)	£ 2000.00
Outreach Post Office	£ 780.00
Village Hall Room Hire	£ 30.00
Bank Charges	£ 20.50

Playing Fields

Income since the last meeting:

Playing Fields Hire	£ 1467.50
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Expenditure since the last meeting:

Bradstone Cleaning	£ 270.00
YGP Electricity	£ 1039.45
Spot on Supplies	£ 75.85

The Council approved the finance report and income and expenditure.

25-26/019 Employers Discretions Policy

The Council resolved the adoption of the Employers Discretions Policy distributed prior to the meeting.

Action: Clerk

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25-26/020 Planning Applications

Application: PL/2025/04738 & PL/2025/04945

Proposal: Construction of a pergola, amendments to the garden room fenestration, installation of rooflights and internal layout alterations.

Address: Cove House, Park Place

Comments: No objection

Cllr Young had declared an interest in the following application; Cllr Young remained in the meeting but was not part of discussion or voting.

Application: PL/2025/05038

Proposal: Solar PV and ASHP in a domestic property within conservation area.

Address: 27 Harris Road

Comments: No objection

25-26/021 Telephone Exchange Consultation

A comment will be submitted requesting the antenna be raised to improve mobile coverage in Ashton Keynes.

Action: Cllr Carter

25-26/022 Speed Limit Review

The Council approved contribution of £320 to enable a speed limit review of the B4040 and B4696.

Action: Clerk

25-26/023 Matters for the next meeting

Councillors were reminded to contact the Clerk with any items to be put forward for the agenda and to submit any reports for the Committees, Working Groups and Representatives section at least 10 days in advance of the next meeting.

25-26/024 Date for the next meeting

The next Parish Council meeting will be arranged for 17th July at 7.15pm, location to be confirmed.

The meeting concluded at 9.38pm.