

# MINUTES

Annual Meeting of the Parish Council

@ 7.30pm Wednesday 14<sup>th</sup> May 2025 in Charles Willis Hall

1. **Members Present:** Cllr. Geoff Dickerson, Cllr. Rob Robinson, Cllr. Mark Cawley, Cllr. Nick Tyler, Cllr. Dave Denny, Cllr. Sally Wilkinson, Emma Marsh (Clerk)  
**Apologies for Absence:** None  
**Members of the public:** 5
2. **Election of Chairman:** Cllr. Nick Tyler proposed Cllr. Geoff Dickerson, Cllr. Sally Wilkinson seconded, agreed unanimously  
**Election of Vice Chairman:** Cllr. Geoff Dickerson proposed Cllr. Rob Robinson, Cllr. Nick Tyler seconded, agreed unanimously  
**Election of Responsible Financial Officer:** Cllr. Geoff Dickerson proposed Cllr. Mark Cawley, Cllr. Dave Denny seconded, agreed unanimously
3. **Declaration of Acceptance of Office:** All councillors signed Declaration of Acceptance of Office prior to meeting commencing and Chairman, Vice Chairman and Responsible Financial Officer signed relevant acceptance forms.
4. **To discuss and assign the Roles & Responsibilities of the Parish Councillors:** Councillors agreed to hold the following positions  
Amenities Committee - Cllr. Sally Wilkinson  
Area Board – Cllr. Mark Cawley with Cllr. Dave Denny as substitute  
Calne Area Parish Forum – Cllr. Dave Denny  
Local Highway & Footway Improvement Group (LHFIGs – formerly CATG) – Cllr. Dave Denny  
Crime & Policing – Cllr. Nick Tyler  
Defibrillator – Heddington – Cllr. Sally Wilkinson  
Defibrillator – Stockley – Cllr. Sally Wilkinson (until Stockley Councillors can be co-opted)  
Farm Watch – Cllr. Nick Tyler  
Heddington Recreation Ground – Cllr. Sally Wilkinson  
Highways – Cllr. Nick Tyler  
Neighbourhood Watch – Cllr. Nick Tyler  
Parish Steward – Cllr. Nick Tyler  
Phone Book Swap – Cllr. Sally Wilkinson  
Planning & Enforcement – Cllr. Geoff Dickerson  
School & Pre-school – Cllr. Mark Cawley  
Transport – Cllr. Sally Wilkinson  
Village Clean – Cllr. Geoff Dickerson  
Village Hall – Cllr. Sally Wilkinson  
  
All positions proposed by Cllr. Geoff Dickerson, seconded by Cllr. Mark Cawley. Agreed unanimously
5. **To discuss and agree to Heddington Parish Council Code of Conduct and Heddington Parish Council Standing Orders:** Clerk informed Councillors that all policies need to be reviewed annually. This will be carried out across the year. All agreed to adopt the Code of Conduct. Standing Orders to be reviewed at next meeting.
6. **Meeting closed at 7.35pm**

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1. **Members Present:** Cllr. Geoff Dickerson, Cllr. Rob Robinson, Cllr. Mark Cawley, Cllr. Nick Tyler, Cllr. Dave Denny, Cllr. Sally Wilkinson, Emma Marsh (Clerk)  
**Apologies for Absence:** None  
**Members of the public:** 5  
Meeting was Quorate
2. **To receive comments from members of the public** – Paul Harris gave update on sale for the Ivy PH. Wadworths have decided to up for sale at auction. This will possibly take place mid-June. Nothing can proceed until the outcome of the auction is known.
3. **To receive declarations of interest for items on the agenda below, including Disclosable Pecuniary Interests that members may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for dispensation that accord with the Localism Act 2011 Section 33(b-e). (NB this does not preclude any later declarations):**  
Cllr. Nick Tyler declared that he may have an interest in the All Oaks Farm planning application as his farmland neighbours the property.  
Cllr. Dave Denny declared that he is a member of The Friends of The Ivy committee.
4. **To confirm and sign the Minutes of the Parish Council Meetings held on Wednesday 12<sup>th</sup> March 2025 circulated to members prior to the meeting:** Cllr. Dave Denny moved to amend Item 6 of the minutes of the meeting held on 12<sup>th</sup> March 2025, to remove the words “In Principle “and to change wording of the item. Seconded by Cllr. Mark Cawley. Opposed by Cllr. Geoff Dickerson, Cllr. Nick Tyler and Cllr. Sally Wilkinson. Cllr. Rob Robinson abstained as not present at meeting. Proposed amendment overruled.
5. **Planning Applications**
  - a) **PL/2025/03848** – Units 2-6, Stockley Hollow Yard, Stockley Road, Stockley, Wiltshire, SN11 ONP. Clerk  
Retrospective change of use from agricultural to commercial: Cllr. Geoff Dickerson explained that the site is currently used as lockups. Historically used for farming, then heavy transport and then heavy vehicles. Current use a better option. Cllr. Nick Tyler proposed to comment with “No Adverse Comments”, Cllr. Sally Wilkinson seconded, agreed unanimously.
  - b) **PL/2025/03850** - Unit 1 - Rear of 1 West View, Stockley Road, Stockley. Retrospective change of use of agricultural building to commercial, specifically falling within B8/E(g)(iii) and associated parking: Clerk  
Cllr. Geoff Dickerson explained that this site is adjacent to planning application PL/2025/03848 and has similar history and current use. Cllr. Nick Tyler proposed to comment with “No Adverse Comments”, seconded by Cllr. Mark Cawley agreed unanimously.
  - c) **PL/2025/03284** - All Oaks Farm, Heddington, SN11 OPF. Erection of agricultural wooden cabin for residential use and wooden storage unit – Retrospective: Cllr. Geoff Dickerson explained that this was a new application for the same building as per application PL/2023/10727 which was rejected and was subject to an Enforcement Order. It must be treated as a new application. There have been a few changes to the application including number of employees has fallen. Councillors discussed the points that old letters have not been updated, pre-planning advice has been redacted, the property was built before planning permission was sort, no new parking is available as none was present before property built, there is a water course within 20m of the property. Councillors agreed that a permanent presence is not required on the site and they were concerned that it isn't a

financially viable business. Cllr. Geoff Dickerson to circulate a response to the planning application.  
Agreed unanimously.

Geoff

## 6. Finance & Accounts

- a) Invoices Received: Invoices noted
  - March – Lloyds Bank Service Charge £4.25
  - SSE Final Electric Balance £0.04
- b) Balance Of Accounts: Cllr. Mark Cawley reported that the precept is now given out in 2 halves. The second will be paid into Heddington Parish Council Account later in the year
  - Second Poors House £500
  - Heddington Charities £8288.96
  - Treasurers Account – Heddington Parish Council £16431.62
  - Treasurers Account – Land Fund £10000.00
- c) To discuss and agree Zurich Insurance Renewal: Cllr. Mark Cawley reported that the renewal is £606.12 to be paid on 1<sup>st</sup> June 2025. Cllr. Nick Tyler proposed to accept quotation, seconded by Cllr. Rob Robinson, agreed unanimously. Clerk pointed out that new assets transferred from Calne Without Parish Council may need to be added to insurance. Cllr. Mark Cawley to investigate
- d) To discuss and agree Heddington Parish Council Annual Accounts: Cllr. Mark Cawley reported that there have been some procedural changes to the signing of accounts. These now must be signed by the Chairman and not the Responsible Financial Officer. Forms to be signed are Certificate of Exemption, Annual Governance Statement and Accounting Statement. Cllr. Sally Wilkinson proposed accepting accounts, seconded by Cllr. Nick Tyler, agreed unanimously. Forms duly signed by Cllr. Geoff Dickerson and Emma Marsh (Clerk)

Mark

## 7. To discuss and updates on Potential Public Works Fund Loan to contribute to the Friends of The Ivy

**Benefits Society:** Update already received from Paul Harris. Cllr. Geoff Dickerson moved to remove this item from future agendas until there is a costed Business Plan to discuss, seconded by Cllr. Nick Tyler, all agreed. Cllr. Dave Denny Commented that he would bring any new substantive matters to the attention of the Parish Council as soon as they arose. He also expressed his extreme disappointment that in his opinion the Parish Council had been unable to express more positive support for The Friends of The Ivy group, its efforts to retain The Ivy, and its ambitions to develop The Ivy as a Community Hub and meeting place. Cllr. Nick Tyler commented that we need a Business Plan before we can do anything.

Clerk

## 8. Roads, Footpaths & Hedges

- a) Parish Steward Update – No visits planned in May. Cllr. Rob Robinson had nothing further to report.
- b) Deer warning signs from Turnpike corner to the A3102: Cllr. Dave Denny reported that this will be discussed at the LHFig meeting on 16<sup>th</sup> May 2025.
- c) Do discuss application for dropped curb outside Heddington School: Cllr. Geoff Dickerson reported that this is a proposed dropped curb on the church side of Roundway. Councillors discussed who would be liable for payment. Cllr. Mark Cawley to contact Headmaster regarding costs.

Dave

Mark

## 9. Parish Matters

- a) Recreation Ground RoSPA Report: Cllr. Sally Wilkinson agreed to obtain quote for this years inspection.
- b) Phone Box Repainting: No one has been found to do this yet. All councillors to continue asking around.
- c) Parking along Church Road: Cllr. Dave Denny reported that Mark Stansby from Wiltshire Council has been to the site. He is currently looking into costs.
- d) Litter Bin in Recreation Ground – Quotes received so far
  - Hills Waste Management - £10 for new bin, £9 per empty
  - Grist Environmental – Still awaiting response.

All

Clerk reported that no response has been received from Grist. Cllr. Mark Cawley to check with Headmaster how often they normally empty the bin. All agreed to go ahead with Hills quote once this is known.

Mark/  
Clerk

**10. To discuss and agree promotion of and filling of Parish Council Vacancies** – 1 Heddington Ward, 2 Stockley Ward: Clerk to check procedure for co-opting new councillors

Clerk

**11. To agree date for Staffing Committee Meeting and agree Committee Members:** Clerk reported that they will need four councillors on the committee. Cllr. Geoff Dickerson proposed Cllr. Geoff Dickerson, Cllr. Mark Cawley, Cllr. Nick Tyler and Cllr. Sally Wilkinson as committee members, seconded by Cllr. Rob Robinson, all agreed. Date of first meeting **7pm, 9<sup>th</sup> July 2025**.

**12. Parish Council Admin**

- a) Link Councillor Updates: Nothing to report
- b) Clerks Report – Council website and E-mail addresses (see separate Clerks Report): Clerk reported that there is a push nationally for all Parish Council websites and emails to move to gov.uk addresses. This is for security reasons. The clerk has researched various providers, and this should cost in the region of £600. The preferred option is Parish Online which is quoted as £360+VAT per year. Cllr. Geoff Dickerson proposed to accept this, seconded by Cllr. Nick Tyler, agreed unanimously.
- c) Stockley Notice Board: Clerk reported that a new backing to the inside of the notice board is required to help keep notices in place. This should cost no more than £20. Agreed unanimously.

Clerk

Clerk

**13. To note agenda items for the next Parish Council Meeting:** None

**Meeting Closed at 8.40pm**

*Future Dates: 9th July 2025  
10th September 2025  
12th November 2025*