

LUCKINGTON AND ALDERTON PARISH COUNCIL

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Minutes of the Meeting of Luckington and Alderton Parish Council Held on Wednesday 10th September 2025 at 7.30pm in Luckington Village Hall

Present:

Chair: John Buckley (JB)

Vice Chair: Sue Godwin (SG)

Councillors:

Nic Johnson-Greening (NJG), Jackie Muggleton (JM), Roger Phillips (RP)

Wiltshire Councillor Martin Smith (MS)

Parish Clerk: Elise Whittleton (EW)

Members of the Public: 2

1/2352. Apologies for absence

All members present.

2/2353. Declaration of interests

Cllr. Johnson-Greening declared an interest in item 7b. During this item, Councillors were afforded the opportunity to ask Cllr. Johnson-Greening questions on application PL/2025/06385, who then withdrew from the discussion whilst the other Councillors present resolved to offer 'no objections'.

3/2354. Members of the public are invited to address the Council on agenda items

Relating to Highways agenda item, Sara Rodwell and Nicole Beazer attended the meeting to discuss introducing a 20mph speed zone around Luckington School. Following advice from the Parish Council, they have now discussed creating a school travel plan with the Headteacher, Mrs Gingell, and sought advice from Ruth Durrant, Wiltshire Council School Travel Plan advisor. Next steps to be taken are to hold a parent survey to gauge community support and request a Highways engineer feasibility study. Councillors agreed to add this as a standing item to the agenda to allow regular updates.

4/2355. Public Question Time

There was none.

5/2356. To confirm the Minutes of the meeting held on 9th July 2025

The Minutes were approved by all and signed by JB.

6/2357. Matters arising from the 9th July Minutes

- 3/2340 The footpath in Alderton is now fixed.
- 12/2349 The pothole in Ashbridge Pike Lane in Luckington is still waiting for the planned full refill.

7/2358. The following planning applications were considered:

- a. [PL/2025/06398](#): New Farmhouse, Back Lane, Alderton. Notification of proposed works to trees in a conservation area. Leylandii hedge - Reduce by up to 30%. White Willow - Crown to be thinned and reduced by up to 30%. Willow - Coppice. **There were no objections.**
- b. [PL/2025/06385](#): Land off, Church Road, Luckington. Erection of replacement commercial building. **There were no objections.**

The following notification of an appeal was noted.

- c. [PL/2023/05464](#): Ruby Cottage, The Street, Alderton. Notification of Appeal Against a Refusal for change of use of annexe to a self-contained dwelling. Erection of fence. (Retrospective).

There were no objections.

8/2359. Update on financial issues

a. There was a discussion to agree payments as follows:

- i) Ryan Russell (grass cutting July): £380

Following this item, there was a discussion about finances. Cllr Muggleton left the meeting at 8:35pm.

- ii) Idverde (bins): £312

Clerk informed the Council that further follow up on the exact period the invoice covers is ongoing.

- iii) SSLC new clerk training course webinar 3 (2nd September): £24 (retrospective)

b. Clerk's salary and homeworking allowance:

- i) £189.38 (August 2025)
- ii) £516.50 (September 2025)

Clerk confirmed ongoing discussions with HMRC about how to process Clerk salary payment via PAYE. Clerk to update Councillors when these payments can be made.

Items b and c were approved and signed off by JB and SG.

c. Councillors agreed future payments for new clerk training course webinars, provided by SLCC.

Webinar 4 on 9 December 2025 £24 inc. VAT, Webinar 1 on 3 March 2026 £24. Total cost of three webinars in 2025/26 = £72. Final webinar in the series, Webinar 2, takes place on 2 June £24 which will be part of the 2026/27 budget.

d. Confirmed receipt of £31.68 wayleave by Scottish and Southern Electricity Network.

e. Clerk confirmed the 2024/25 financial year VAT reclaim submission to HMRC on 29th August 2025 for £218.59. Monies received on 3rd September 2025.

JB confirmed Parish Council are still waiting for election expenses invoice to be sent by Wiltshire Council, who advise they hope to send this out by end of September or early October. This is a change in policy and so costs not included in current 2025/26 budget.

9/2360. Clerk appointment

The Chair confirmed the recruitment of Elise Whittleton to the Clerk post, following interview with panel members JB, NJG and RP on 5th August. The Clerk commenced employment on 21st August 2025. As no meeting was held in August, the appointment was retrospectively approved by Councillors.

10/2361. Review of Standing Orders

Councillors confirmed continue to use Standing Orders, last reviewed and updated May 2025.

11/2362. Review of Financial Regulations

Councillors confirmed continue to use Financial Regulations, last reviewed and updated May 2025.

12/2363. Lime Down Solar Park update

JB informed that the plans are expected to be submitted on 19th September to the Planning Inspectorate, who then have 6 weeks to decide if they will accept it or not. Expectation is by mid to late October, this will be shared with the public and this will be the opening of the major consultation period.

11/2364. Cemetery update

- Request received by a volunteer from find a grave website to place a notice on the Church and Burial Ground notice board to inform visitors that the project to add Luckington Burial Ground records to the website has been completed. The Council noted there is no room on this notice board for this notice.

Councillors resolved instead to offer to place wording on the Parish Council Website.

- Volunteer also enquired if Parish Council would allow access to details of burial records relating to plot names and numbers, to enhance the accuracy of the records.

Councillors declined to allow access as the Parish Council records contain personal data.

12/2365. Highways update

- RP confirmed the Parish Emergency Assistance Scheme (PEAS) response is now complete, ready for Clerk to submit to Wiltshire Council. This covers request for salt bins to be refilled ready for winter.
- Church Road – planned closure for road repairs on 19th September 2025
- Rat Hole – drains, discussions ongoing with Wiltshire Highways to monitor outflows from surface water drains in Church Road.

- Car parking in The Bellfield. JB informed that the Chair of Luckington Playfield Charity has been approached and will consider the request for the overhanging trees in Church Road to be cut back. A reminder that this is the responsibility of the landowner and not the responsibility of Wiltshire Highways or the Parish Council.

Reporting on issues should continue to be made to Wiltshire Highways via www.wiltshire.gov.uk/mywilts-online-reporting. Council advises members of the public to create an account, as this allows for further tracking of reported issues.

13/2365. Report from Outside Meetings

JB confirmed he will attend the next Operational Flood Group meeting on 18th September.

14/2365. Items for next meeting Agenda and any other business, for information only

- RP noted Luckington phone box now full of books. Agreed RP to take overspill to a charity shop.
- Add new standing item 20mph zone and school travel plan updates.
- Start of budget planning for 2026/27.
- Discuss moving Parish Council website to gov.uk domain, following NALC advice to all town and parish councils

The meeting closed at 9:35pm.