

LUCKINGTON AND ALDERTON PARISH COUNCIL

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Minutes of the Meeting of Luckington and Alderton Parish Council Held on Wednesday 8th October 2025 at 7.30pm in Alderton 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: 4

1/2366. Apologies for absence

All members present.

2/2367. Declaration of interests

Cllr. Muggleton declared an interest in the Alderton Village Hall payment, item 8.a. as Treasurer and Trustee of Alderton Village Hall and therefore withdrew from the discussion and voting on this item. Cllr. Muggleton will now update her declarations of interest form and return to the Clerk. These will be logged with Wiltshire Council.

3/2368. Members of the public are invited to address the Council on agenda items

James A. provided an update on item 11.a. relating to Highways and the 20mph zone and school travel plans. Confirmed that Mrs Gingell (Head teacher) has completed the draft of the school travel plan. JB confirmed the next steps are for the school to liaise with Highways over possible locations of signage and to aim to submit for the competitive process next spring.

4/2369. Public Question Time

Residents Ronnie Murray and Ashley Stopforth attended and noted the two patches completed in the roads in Alderton, which they were grateful for. There was a discussion about the residents' wishes for the Alderton phone box to be repaired soon, due to concerns that it could degrade beyond repair otherwise. JB explained that the 2025/26 budget did not plan for this cost and other unexpected, required costs have further impacted the budget. Budget planning for 2026/27 is an agenda item today; the repair of the phone box will be discussed. Residents asked if they could repair it themselves? JB reminded them that is an asset that belongs to the Parish Council and if residents provide a written brief of the proposal and submit to the Parish Council, this can then be considered.

Resident Linda Doyle, the new Alderton Parish Hall treasurer, apologised that the 2024/25 hall hire invoice was provided late in June this year, meaning that the invoice now submitted for approval today for 2025/26 hall hire, means that the Parish Council is paying for hall hire twice in the financial year. She confirmed usual practice is to invoice in advance, so we are now back on track for budget planning.

5/2370. To confirm the Minutes of the meeting held on 10 September 2025

The Minutes were approved by all and signed by JB.

6/2371. Matters arising from the 10 September Minutes

- 8/2359 JB confirmed that we Wiltshire Council have not yet provided the election expenses invoice.
- 8/2359 a.ii. Clerk informed the Council that further follow up on the exact period the IDverde bins payment period covers is ongoing. Contract due to renew in January 2026.
- 11/2364 EW confirmed that the Find a Grave info is now up on LAPC website
- 12/2365 JB confirmed no further correspondence has been received regarding parking issues in The Bell Field.

7/2372. Planning

- a. To review and comment on planning applications received.

There were no planning applications received during September.

- b. To note planning application determined.

PL/2025/06398 - New Farmhouse, Back Lane, Alderton. Leylandii hedge - Reduce by up to 30%. White Willow - Crown to be thinned and reduced by up to 30%. Willow - Coppice. Decision: No Objection, 10 September 2025.

8/2373. Update on financial issues

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

- i. Ryan Russell (grass cutting August £380 and September £380): £760
- ii. Gradwell (Clerk's phone): £11.10
- iii. Clerk's expenses (laptop bag): £17.99
- iv. Alderton Village Hall (hire x 3 meetings) 2025-26: £60
- v. Previous Clerk's expenses (Microsoft 365 annual subscription): £138.24. Note already refunded to previous Clerk, C Rogers, on 30 September, as her bank card was charged for the Parish Council business subscription on 27 September.
- vi. Clerk's salary (September 2025): £490.50 & Clerk's office allowance (September 2025): £26.00
- vii. JB requested the Clerk to receive payment for 11 additional hours worked over August and September for the handover of the Clerk role (11 hours x £16.35): £179.85. Clerk's timesheet of hours worked has been provided. This was agreed.

All items were approved and signed off by JB and SG.

EW noted that although progress has been made with setting up Parish Council with HMRC as an employer so the Clerk can be paid the salary via PAYE, this is still not yet set up. Salary and office allowance payments of £705.88 for August and September remain unpaid.

EW noted the personal purchase of a printer, which will be used for Parish Council printing. JW requested that ink cartridge costs will be refunded by the Parish Council, and all Councillors agreed.

EW confirmed the 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 these costs were not included in current 2025/26 budget.

- b. **The following receipts were noted:**

- i. The second precept payment for 2025/26 by Wiltshire Council was received on 23 September: £6,307.50.
- ii. HMRC 2024/25 financial year VAT reclaim was received on 3 September: £218.59.
- iii. Barclays Business Premium Account interest (2 Jun – 7 Sep): £9.78
- iv. Barclays compensation (lost forms for Clerk's access to LAPC bank accounts) £63.20 + £30: £90.20

- c. **Change in Barclays interest rate**

Clerk confirmed notice has been received from Barclays Bank of a change of interest rate on the Business Premium Account in November, reducing from 1.20% to 1.10%.

- d. **Budget planning for 2026/27**

JB shared figures to show that the 2025/26 budget, which was set in March 2025, has been impacted by unexpected costs; Wiltshire Council decision to recharge election costs to parish councils; the required purchase of a new Windows 11 compliant laptop for the Clerk; and the recent collapse of the Burial Ground wall. Councillors agreed to a change in approach to budget setting in 2026/27 to build in medium- and long-term strategic planning to provide better financial resiliency. This will better enable the Parish Council to build a long-term strategy for essential costs and funding projects. There was a discussion that this will mean an increase in the precept amount set in 2026/27 and beyond as part of a structured approach to improving the financial base, and Councillors agreed to this principle. JB proposed a statement is put up on Parish Council Facebook to inform residents, Councillors agreed to the wording proposed: **Action: JB to put statement on Facebook.**

Both JB and EW confirmed that some changes will be made to Parish Council budget spreadsheets for budget setting and day to day monitoring of finances against budget in 2026/27; this will make it easier for all to track expenditure.

9/2374. Lime Down Solar Park update

JB informed that the Decision by the Planning Inspectorate on whether or not to accept the application is due by 17 October 2025.

10/2375. Cemetery update

JB requested the council consider payment for the repair of the Burial Ground Wall, as 4 meters of wall collapsed recently. A quote from Robert Simkins has been received for £300. The Clerk noted that this amount falls under the £500 limit whereby three quotes are required. The councillors considered this a good price and agreed to accept this quote for works.

Action: JB to contact R. Simkins to proceed with the works.

JB noted that our current notice of burial forms state that 3 working days' notice are required. The Councillors considered this to be insufficient notice period and agreed to change it to 7 working days. **Action: Clerk to update forms.**

EW confirmed the interment of ashes of C Evans is due to take place on 13 October 2025.

11/2376. Highways update

a. 20mph zone and school travel plan updates

Nicole Beazer and Sara Rodwell provided a written update to the Chair ahead of the meeting, confirming the Head has now completed her section of the travel plan, and is now back with them both to finalise. Additional information is provided in item 3/2368.

b. Other updates:

- i. JB is now working with residents from Brook End and the Wiltshire Council Highways and Drainage teams in relation to the drains that run under houses and into the Avon. This was raised by residents, and there to be no non-return valves, and this may cause flooding to back up onto the road and cause additional surface flooding in the Brook End area. This issue was initially raised by a resident of Brook End.
- ii. An urgent closure notice for Brook End Road for 1 October 2025 received to enable M Group on behalf of Wiltshire Council to carry out carriageway patching and other associated works.
- iii. Wiltshire Council Blanket order received from One.Network for pre-surface dressing patching programme Allengrove Lane from 29 October to 4 November 2025.
- iv. Chapel Row pothole has been completed.

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

12/2377. Consideration of moving Parish Council website to gov.uk. domain

Following NALC recommendation for all local councils to move their website and emails to gov.uk domain, there was discussion about moving the Parish council to a gov.uk domain. JB and EW confirmed that the current org.uk domain and the use of a generic clerk org.uk email address means that we are currently compliant with NALC requirements. However future plans will be considered as part of budget setting for 2026/27.

13/2378. Report from Outside Meetings

JB attended Flood Group meeting recently, but there were no significant updates to report.

JM confirmed work has started at New Farm.

14/2379. Items for next meeting Agenda and any other business, for information only

- EW confirmed Clerk's annual leave 13-17 October (5 hours). JB will cover inbox for urgent issues.
- Draft budget 2026/27

The meeting closed at 9:35pm.