

MINUTES OF A MEETING OF THE SAVERNAKE PARISH COUNCIL 7TH MAY 2025
MEETING HELD AT THE MARLBOROUGH COMMUNITY & YOUTH CENTRE, ST MARGARET'S MEAD

PRESENT

Guy Singleton (Chairman) (GS)
 Martin Phipps (MP)
 Nigel Eayrs (NE)
 Nikki Boutal (NB)

Councillor
 Councillor
 Councillor
 Councillor

Suzie Singleton (SS)

Parishioner & Minute Taker

ITEM		ACTION
1	APOLOGIES Andrew Smithson	
2	PARISH COUNCIL ELECTIONS 5 people had been nominated to be Parish Councillor's. As this was fewer than the maximum number of seats on the Council all 5 became Parish Councillors, and with 5 in place the council was Quorate. There remains a vacant seat which an interested party could be co-opted to so, if any parishioner is interested in being part of the Parish Council, they should make contact.	
3	SIGNING OF DECLARATIONS The four Councillors present signed their Declarations of Acceptance of Offer and their Nil Expenditure Returns forms, and AS will sign his forms in due course. Once all Expenditure returns forms have been received they will be submitted to Wiltshire Council.	All/SS
4	ELECTION OF CHAIRPERSON Guy Singleton was elected to the Chair.	
5	DECLARATIONS OF INTERESTS/REGISTER IF INTERESTS There were no declarations of interest relating to the current Agenda. All Councillors were asked to review the information held on the Register of Interests on Wiltshire Council's website, eg where they live/work/own land or property. This needs to be done within 28 days of taking office.	All
6	APPROVAL OF MINUTES The minutes of the meeting on 15 th January 2025 were approved. A copy will be uploaded to the SPC website.	GS/SS
7	MATTERS ARISING FROM PREVIOUS MEETINGS None	
8	CRIME UPDATE The Police Crime Report covering the 1 st quarter of 2025 had been circulated to the other councillors. It showed that there had been one report in relation to theft from a motor vehicle in that time.	

ITEM		ACTION
	<p>The Police had also conducted several speed enforcements checks in the Marlborough Area, leading to 120 drivers being offered speed awareness courses, 26 issued with a fine and points on their licence and 1 reported to court for excessive speed.</p> <p>The Police update listed Community Consultations over the following few months at the Nationwide Building Society in Marlborough High Street and the Waitrose Cafe in Marlborough.</p> <p>NB mentioned that she had attended a previous Community Event at Bouverie Hall in Pewsey but that the Police had nothing to report at that time.</p> <p>A copy is attached to these Minutes.</p>	
9	<p>PLANNING UPDATE</p> <p><u>25/01034 – Levett’s Farm – Internal and external remodelling</u> No objection</p> <p><u>25/01638 – Ballards Piece</u> No objection</p> <p><u>25/01682 – Levett’s Farm, Aparthotel</u> Objected as demolishing existing structure and rebuilding falls outside of the previously agreed developments rights. Also, that any ensuing property should be tied to the Farmhouse as ancillary accommodation.</p> <p><u>25/01850 – Lodge Cottage</u> Objected due to the increase in size of the property meant that parking requirements would be likely to also increase, and these were already too tight.</p>	
10	<p>REVIEW OF PLANNING REVIEW PROCESS</p> <p>There was some discussion on how the Parish Council dealt with reviewing Planning Applications and it was agreed to modify the process as follows:</p> <ul style="list-style-type: none"> • When a new application is notified to SPC, GS, with his knowledge of the planning process, will allocate it to one of the Councillors. • That particular Councillor will review the Application in full and respond to all councillors with their view of the matter and suggested response. • All Councillors will make their views known and a response agreed. • The agreed response will then be submitted onto the Wiltshire Council Planning Portal by the responsible Councillor. 	<p>GS</p> <p>ALL</p>

ITEM		ACTION
	<ul style="list-style-type: none"> All emails regarding any Planning Applications must be copied to all Councillors. 	ALL
11	<p>FOREST LIAISON OFFICER REPORT</p> <p>There had been no further updates from Forestry England since the last meeting.</p> <p>Due to the change in the Planning Permission procedure, it was agreed to ask AS if he would take over the role of Forest Liaison Officer</p> <p><i>Post meeting note: AS agreed to take on the role of Forestry Liaison.</i></p>	<p>GS</p> <p>AS</p>
12	<p>FINANCE OFFICER'S REPORT</p> <p>Banking</p> <ul style="list-style-type: none"> Since the last meeting, <ul style="list-style-type: none"> a) Payments made / received: <ul style="list-style-type: none"> 08 Apr -£4.25 – Lloyds Bank – Service charges 10 Apr -£122.96 – WALC – Advisory services 22 Apr -£50.00 – SMH Singleton – Secretarial services 23 Apr +1,300.00 – Wiltshire Council – Precept b) Invoices received, in the process of payment: <ul style="list-style-type: none"> Nil Total funds at date of meeting are £ 6,496 and are held as follows: <ul style="list-style-type: none"> Payments a/c : £ 126.33 Interest a/c : £ 6,780.57 Lloyds Bank has transferred all not-for-profit organisations to its new 'Community Account' and introduced a monthly service charge of £4.25 (equal to 50% of their Business Account charges). Larger organisations, with a higher number of transactions, will also pay additional charges, but SPC will not incur these due to its small size. <p>Accounts</p> <ul style="list-style-type: none"> Total funds at date of meeting are as follows: <ul style="list-style-type: none"> Precept a/c : £ 6,495.96 CIL a/c : £ 0.00 <p>Budgeting</p> <ul style="list-style-type: none"> Precept account: Expenses this year (2025-26) to date are £177.21 (14% of Precept) 	

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	<ul style="list-style-type: none"> - CIL account: No additional funds have been received and no additional payments made, funds are currently zero. 	
13	REVIEW AND APPROVAL OF 2024-25 ACCOUNTS <ul style="list-style-type: none"> • 2024-25 Year-end Accounts have been circulated by email to all Councillors for formal sign-off in the meeting. • Following sign-off, NE will submit the Accounts and supporting documents to the Auditor. 	GS/NE
14	APM 2025 <p>Some discussion was held regarding the upcoming APM. MP would prepare the meeting room we usually use as it was believed it was big enough for the expected number of attendees, but he would also ensure that the larger room upstairs was laid out in case we had a good turnout.</p> <p>GS had asked Mr Jankovitch of Savernake Park Farm if he would be interested in giving a presentation to the Parishioners at this year's APM and was awaiting his response.</p> <p><i>Post Meeting Note: Mr Jankovitch agreed to speak at the APM, and in fact invited the council to hold it at the old Dairy Building at Park Farm. The Councillors were happy to agree to this so the APM Agenda was issued with that amendment.</i></p>	
15	WEBSITE <p>SS had attended a webinar that day on "What a Parish or Town Council Should Publish on Its Website". It had proven to be very interesting.</p> <p>The main pieces of information taken away from the meeting were:</p> <ul style="list-style-type: none"> • A higher requirement for Accessibility, ensuring that everything was uploaded in a suitable format and machine readable. Scanned documents should be avoided if at all possible. Also, signatures should be redacted. • The new requirement for an IT Policy, this needs to be in place by 2026. • That at least 6 years' worth of Financial documents should be available on the Parish Council website, but there was no statutory requirement for a similar number of years' worth of Agenda and Minutes. <p>SS had spent some time that day removing some old documentation from the website and looking into other work yet to be done.</p>	SS

ITEM		ACTION
16	<p>PARISH STEWARD</p> <p>The Councillors were all now aware of the dates the Parish Steward was due to be in the Parish this year.</p> <p>It was agreed that GS would add the other councillors to the WhatsApp group with the Parish Steward so that they could also report any problems they had noticed and see the results of his work.</p>	GS
17	<p>LHFIG</p> <ul style="list-style-type: none"> • <u>Clench Common</u> NB was just about in a position to be able to order the signs, but this had been delayed a little waiting until the Parish Council was reinstated following the elections. • <u>Savernake Hospital/Maurice Way</u> GS had chased WC and Savernake Hospital regarding the road markings at the hospital and was awaiting responses. 	MP/NB
15	<p>Dates of next meetings:</p> <p>The date of the July meeting has had to be pushed back by 1 week.</p> <p>APM 21st May 2025 15th July 2025 15th October 2025 14th January 2026</p>	ALL

Signed ... Guy Singleton

Date ... 15th July 2025

Name ...Guy Singleton.....



Savernake

Quarter 1 2025

Crimes and incidents

Wiltshire Police record crimes and incidents in accordance with the National Crime and incident recording standards. Not all incidents that one would consider a crime are necessarily classified as a crime for recording purposes.

NB- The below statistics do not account for incidents that police respond to but do not need any follow up (Road traffic incidents, minor incidents of Anti-social behaviour)

From 1st January - 31st March 2025

1 crime and 0 incidents have been recorded in the Savernake Parish area.

There have been 0 Reports of dwelling burglaries.

There have been 1 report in relation to theft of or theft from Motor vehicles.

Having reviewed the crime data for the area – There are no apparent trends that are presented or a series of crimes that are linked.

Speed enforcement

Both the local Neighbourhood Policing Team and the Speed Watch Enforcement Team have conducted several pro-active checks in the local area. Speed enforcement has taken place on at least **18 occasions** in the Marlborough area between **January-March 2025**. Checks have also been completed at highlighted areas of concern including the A346 approach to Marlborough Street, Port Hill and Poulton Hill.

During this period, **120** drivers have been offered speed awareness courses, **26** drivers have been issued with a fine and points on their license and **1** driver has been reported to court for excess speed.



Recent updates

The Devizes Neighbourhood Policing Team and Devizes Response Policing Team will be vacating Devizes Borough Police Station in the coming weeks, making a permanent move to the Force Headquarters, situated at London Road in Devizes. Devizes Borough Police Station will therefore be permanently closed as part of the wider estates' strategy. There are plans for a fully functioning Enquiry Office at Headquarters, Devizes in due course, something that we have not had at HQ or the Borough for some time. We understand that the move will have little effect on us operationally as we should still have the facility to conduct suspect interviews at HQ and, we will continue to work alongside and share briefings between the Response/Neighbourhood Policing Teams where possible. In other matters, PS Chris Wickham has also been successfully promoted to a new role as a Duty Inspector for the County and will therefore be leaving his current post as the Devizes Area Neighbourhood Sergeant in April. PS Georgie Wyatt has been successful in her application for the vacant position and joins the team having previously been a Sergeant for one of our Devizes Response Teams. We wish them both well in their new roles.

Community consultations

During this period there have been several formal community engagements held in the Marlborough Town area. Neighbourhood and Response Officers have also been conducting regular foot patrols in and around Marlborough Town Centre to deter shoplifting and other similar criminality. We have also made use of the 'Mobile Police Station' during this period to provide an opportunity for the more remote areas of the patch to engage with us. We are scheduled to have the 'Mobile Police Station' again the week commencing **Monday 19th May 2025**, further details about this will be advertised in due course. If you are aware of any other local community events in the area, please let us know via our email address- devizesareanpt@wiltshire.police.uk

In the next three months we will be at the following locations;

28th April 2025-10:00-12:00 hours - Nationwide Building Society Marlborough High Street.

12th May 2025-14:00-15:00 hours- Waitrose Café, Marlborough High Street.

17th June 2025-10:00-12:00 hours- Nationwide Building Society Marlborough High Street.

The specific times of these surgeries will be advertised via community messaging and the Marlborough Police Facebook page. You and your residents can sign up for community messaging at www.wiltsmessaging.co.uk