

COLERNE PARISH COUNCIL

Minutes of Colerne Parish Council Meeting on Tuesday 2nd June 2026 at the Old School, Colerne, SN14 8EL

The following members were present:

IN THE CHAIR: R. Tonge (RT)

PRESENT: G Thomas (GT), M. Griffiths (MG) R. Child (BC) B. Mumford (BM) A. Spearman (AS) J. Mellett (JM) P. Chamberlain (PC) S Derrick (SD)

IN ATTENDANCE: Clerk. S. Parker (SP). 2 members of the public.

Public Participation. A resident raised concerns that the speed limit in Thickwood is not 30 mph and could cause problems when builders vehicles are on site. This was discussed under item 696 b.

To receive and accept apologies for absence. Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Cllr. P Gooding

690. **Declarations of Interest** (Disclosable Pecuniary Interests Regulation 2012, SI 2012/1464 (NB this does not preclude any later declarations). Cllr. BM item 696 a.

691. **Chairs Report: Cllr. RT asked for comments on the Annual Parish Meeting.** Cllr. JM said it was good to see so many other groups attending and suggested that for future meetings interested groups are offered an agenda item.

Cllr. RT said he had given the tenants a copy of the Renters New Law Rules and suggested that the PC should review our tenancy agreement to see if changes are needed. All agreed.

692. **To receive the minutes of the Annual Parish Council Meeting held on 5th of May 2026.** All agreed to the minutes. Chair signed them as a true record.

693. **To receive the minutes of the Parish Council meeting on the 5th of May 2026.** Cllr. GT raised an amendment on 680 c. change lights outside the school to on the C151. There is also the fact that there are No 20mph signs on C151 lamps for the school. 680 g. change open to closing. Cllr. MG asked his name to be corrected, add s at end of Griffith. All agreed to the amendments; the Chair will sign the corrected minutes.

694. **Matters arising.**

Camp bus shelter - it was agreed that the clerk would email the Barracks regarding the roof damage and requesting space on the notice board, that the PC part funded, in the bus shelter and a key.

695. **To receive notification of planning consent determined.**

a) **PL/2025/09908** - Removal/variation of conditions. Euridge Manor, Euridge, Colerne, Variation of conditions 6, 8, 10 & 11 of consent granted under Ground A of appeal APP/Y3940/C/22/3306233 (Appeal A). Decision. Approve with Conditions

b) **PL/2025/09909** - Removal/variation of conditions. Euridge Manor, Euridge, Colerne. Variation of conditions 1, 7, 9, 11 & 12 of consent granted by APP/Y3940/W/23/3323464 (Appeal B).

696. **To receive notification of planning applications received:**

a) **PL/2026/02672** - Householder planning permission. 79 Pinewood Way, North Colerne Proposed two storey rear extension and front porch extension. Cllr. BC reported and recommended support, all agreed.

b) **PL/2026/02528** - Householder planning permission. Whaledun, Thickwood Lane. Demolition of side extension store and lean-to utility room with new replacement side extension. Demolition of rear conservatory and replacement rear extension with new fenestration and loft conversion/extension. Demolition of existing garden shed and greenhouse, and new garden shed and garden studio. Cllr. BC had visited the site and said it will bring it up to standard. Cllrs discussed the residents' concerns of the speed limit and builder's vans and agreed to ask the officer for a Traffic Management Plan, and if possible, for vans to be parked on site. Cllr BC reported and recommended support, all agreed.

697. **Finance:** - To approve the list of payments below. Cllr. GT asked for Sergeant to be added to Denys Room. Cllrs. agreed to the change.

Cllr. RT explained the increase in the cost for painting the pavilion and the foyer in the Old School. Both were within the clerk's authority and were due to extra work. Cllr RT explained that the £50 repayment for documents paid by him was for the information from ACRE to aid the village hall discussion. Copies are held by the clerk, Cllrs. approved the list of payments.

Pd in May on 2nd of June 2026 Agenda. Some items may have been approved & paid in previous month after meeting.

Payments that need PC approval.

		1
None		1a
Payments made or set up for variable direct debt, standing order, debt card, cheque or bacs.		
Hills Waste March invoice	119.64	2
Fast hosts	11.16	3
Spotless Cleaning May Invoice	690.00	4
Mainstream	89.10	5
Octopus electric P. Toilets May (less deposit returned)	16.03	6
Salaries May incl. pay increase/1 mth. back pay	3354.29	7
HMRC incl. backpay tax & NI	652.41	8
Pension	96.81	9
Lloyds bank charges	6.17	10
Countrywide Ground maintenance monthly cut	200.00	11
Payments made by clerk's delegated authority up to £500.00 before VAT. Plus items approved at previous meeting		
Colerne Village Hall hire of Denys Sargent Room	24.00	16
Parish Online Maps membership	162.00	17
Onbuy.com roundup proactive	61.04	18
R. Tonge refund photocopying documents	50.00	19
Wickes studwork/plywood	17.91	20
PPS replace x3 flush valves & buttons in playschool toilets	302.40	21
Brewers paint for pavilion	108.49	22
DB Decoration Old school	740.00	23
DB Decoration Pavilion	1700.00	24
Refund S. Parker Sporting Billy	49.00	25
Amazon toilet rolls/copier paper/folded toilet paper/icepacks & pure white vinegar	135.73	26
	£8,401.45	

Any unusual receipts under code 1990 Other Income.

698.To receive updates from working groups and Committees: -

a) Allotments, Recreation and Pavilion.

Cllr. GT presented his report on the resurfacing of the car park at the Recreation Ground, Cllr. RT said he had tried to get further quotes but was unsuccessful. After a discussion on the work and quotations, it was agreed to accept them. Cllr. GT said he will contact the three suppliers to inform them we accept their quotations. Cllr. RT proposed a contingency of 20%. Cllr SD asked if this would take us over the limit agreed, Cllr. RT said no as the quote is in three elements and is not from one supplier.

Cllr. GT raised his report on the water meters on the allotments and said he had taken readings and when added together they match the one on the C151. He would like a meeting on site with WW and Cllr. PG, who has been trying to arrange one. Cllr. JM mentioned that WW would be in the Old School soon and might be able to help with this.

Cllr. GT said there is a problem with rabbits on the recreation ground and asked what can be done about it. After a discussion the clerk said she would contact DEFRA and WC pest control for advice.

Pavilion. Cllr. RT reported that the pavilion has been repainted, Cllr. GT said it looks very good, as does the hallway in the Old School. Cllr. RT proposed we use the contractors as our preferred contractor for decorating. All agreed.

b) Finance and website.

- i) **New one-year fixed interest bond investment.** Cllr. RT. explained that we had missed the deadline for transferring funds to the Redwood Bank existing bond and that the minimum investment with a Unity Bank bond was £85k. He reported on the latest bond rates for all our bank accounts. He recommended moving £40,000 a second Redwood Bank bond, with funds moved from the Unity Bank current account. Cllr. GT said this would take us over the £120,000 safety threshold, after a further discussion it was agreed to transfer £35,000.00.
- ii) **Annual Governance and Accountancy Return (AGAR).** Cllr. RT went through the Internal Auditors comments and report, before reading out the questions on **Section 1**. Cllrs. Agreed that we had approved all actions on the list. **Section 2**, Cllr. RT went through the figures on section 2. Cllrs had no questions and confirmed they agreed with them. Both Sections were signed at the meeting. The clerk will prepare the variance information before submitting the forms to the external auditor. The clerk will prepare the Publication Notice and put it onto the notice boards and website; all agreed the date and times of publication.

c) Highways.

Update on yellow lines for Vicarage Lane and cost to PC. Cllr. PC explained that the delay in getting this work done is the cost of the Traffic Regulation Order (TRO), if we had more than one project it would reduce the cost of each one. The overall cost of the project is £7,800, he proposed that the PC pays the £3000 for the TRO, WC will pay £3600, less our 25% of £1200 the towards the work cost, the total PC cost would be £4200. Cllrs discussed the proposal, and who would benefit from the yellow lines, Cllr. GT asked about the restriction's signs for the wall, Cllr. MG said we had agreed to the restrictions from 8am to 6pm and to leave two parking spaces at the top. Cllr. BM proposed in principle that we have a single yellow line on both sides of the road and to make sure WC have a plan. Seconded by Cllr. MG All Agreed.

Request for dropped curb outside Old School entrance. Cllr. PC raised the request for a dropped curb for wheelchair and mobility scooters to access the Old School, after a discussion on location, it was agreed to add it to the spreadsheet and to raise it at the LHFIG meeting in September.

Cllr. PC proposed that the working group report issues and bring them to council for approval before taking them to LHFIG to action. Cllr. PC will arrange a date for the working group. All Agreed.

d) Pinewood Recreation.

Pinewood meeting with Finance committee. Cllr. BM said Tuesdays and Fridays are suitable for him, the clerk and Cllr. RT will arrange a date for a Finance Meeting.

Tree risk assessment. Cllr. SD went through his report on the tree risk assessment and will send it to the working group so they can discuss it and incorporate it into their project and arrange for the proposed mitigations to be carried out.

Climate & Biodiversity

Discussion on trees.

Cllr. RT said he is not sure we have an understanding on trees and what we need to do. He recommended that we need a small working group to take on items raised on the agenda, so they are actioned and reported back to the Council. All agreed. The following will be considered by the working group.

Insurance comment on the need for up-to-date monitoring. Cllr. MG said the insurers said we need to do due diligence and mitigation on the trees, then we are covered. Cllr. RT will send a copy to Cllr. SD.

Watergate trees. The clerk reported that the planning application has been registered, and asked Cllrs. If they support, it. Agreed.

Green Lane trees. Deferred

Green Lane car entrance hedges. Deferred.

Role of tree wardens. Cllr. MG said we have two tree wardens who check trees. There was a discussion on the need for them to report any problems to the clerk to action. Cllr. RT suggested that we need to understand their role.

Planning and trees the clerk needs to keep a master file in the office. Cllr. RT said we need reports from all working groups kept in the office.

Old School and public toilets

Neighbourhood Plan

Market Place Working Group

Community resilience.

Personnel

699. Watergates & Wellhead. Cllrs. RT. GT. and BC.

Meeting with Mr. Goodchild. Cllr. RT, Cllr. BC and Cllr. GT met with the contractor who is a specialist in Cotswold Stone and discussed how the work would be organised. Cllr. GT said they will take the recovered stone tiles off site and return it when it is needed. The Cllrs involved agreed that it was a very positive meeting.

Solicitor fees (£750 deposit) and related matters. Cllr. RT went through his discussion with the solicitor who said we will need a history of what the PC has done on both sites over the years. Cllrs agreed that the deposit of £750.00 is paid and to do both the land by and around the wellhead and the site of the village pond at the same time.

Adverse possession. Cllr. RT presented a short paper on claims related to land not registered with the Land Registry.

700. Village hall. Cllrs. RT & Cllr. BM.

Building reports Village Hall & Scout Hut. Cllr. RT said the lease for the Scouts expired two years ago and it is just for the land and not the building, he is not sure who owns the building. Cllr. RT said all the PC questions have been answered, there was a discussion on rendering, a resident said the new committee will get more quotes to compare to the £45,000.00 one they have already.

Structural Surveyor quotation. Cllr. RT said he has asked the surveyor who did the survey on the Old School for a price for a structural survey the Village Hall. Cllr. SD asked if it would be a RICS Level 3 survey. Cllr. RT will check with the surveyor.

Update on new VH team including finance. Cllr. RT said a lot of enthusiastic people are on the committee and want to keep it going. Cllr MG asked if the aim for the PC to become Sole Trustees. Cllr. RT said he is looking at risks so Cllrs can discuss at the July meeting. Cllr. BM said we had agreed to let the new committee run it and to see how they get on before deciding. The attending member of the public said they have some professional people on the committee who are keen to run it.

Next actions. Cllr. RT said he is meeting with Anne and Sheila Nicholas on 5th June and will attend the Village Hall committee meeting on 9th June and will report back at the next meeting.

701. Way forward on Risk Assessment. Cllr SD went through his reports and recommendations. After some discussion Cllr RT suggested that the recommendations be considered in the context of the long overdue risk register subset for Insurance and Fire (IandF) and that the red risks on the IandF should be considered by the working group before the next PC meeting with recommendations to the PC of options for investigation All agreed. Cllr. SD will circulate both of his reports to the working group as one report is missing from the circulated papers.

702. Report from WC Cllr. P. Chamberlain.

Cllr. PC said that if events, apart from weddings take place at Euridge Manor, residents will need to demonstrate that any loud noise is harmful and should be reported to WC. He said he keeps residents informed of items to do with Euridge Manor.

Cllr. PC wondered if there were any cool places residents could go to when there is an amber alert, there was a discussion on whether the Old School and Church would be suitable.

703. Clerks Report. For information only. The WI are considering replacing their bench in Warmsley Gardens; to match the one the PC has put in. Cllr. GT asked about the size they want to put in, and the clerk said a smaller one but the same design as the one that is there.

Clerk reported that the PC application for works on a tree on Watergates has been registered and asked if Cllrs supported it. All Agreed.

704. Items for the Parish Magazine. Defer to next meeting, magazine now bi monthly.

**Meeting closed at 9.31pm.
Nest Parish Council meeting on 7th July 2026**