



Minutes of a Meeting of Bishops Cannings Parish Council
Held at the Village Hall, Bishops Cannings at 7.30pm on Thursday 10th September 2026

Present: Cllr Bone (Chair), Cllrs Banks, Fisher, Gunn-Taylor, Holden, Laver, Miller, Phillis and Player.

In attendance: Alison Kent (Clerk) and Cllr Philip Whitehead (Wiltshire Council).

1. Apologies for Absence: Cllrs Lamb-Hughes and Robinson.

2. Declaration of Interests: Cllr Banks on item 8 c).

3. Approval of Minutes: Cllr Banks proposed approval of the minutes of the meeting held on 13th August as a true record, seconded Cllr Player, all in favour and signed by the Chair.

4. Chair's Report: The Chair would update the meeting as it progressed.

5. Unitary Councillor's Update: Cllr Whitehead reported on the imminent commencement of a booking system pilot operation for six of Wiltshire's recycling centres, including the one at Devizes. Cllr Banks asked whether alternative arrangements were being made for businesses with licences, Cllr Whitehead advised that the scheme was for residents only. It was not known when the trial would end.

Cllr Whitehead reminded members that the 'call-in' process for planning applications would cease at the end of October. If applications had not been decided by that time, they would then likely be determined solely by officers. He considered this a retrograde step, given that the previous system demonstrated democracy at work with local people able to present their views in person to the Planning Committee. Planning officers were, however, continuing to liaise with divisional members. Referring to the extant planning applications by McDonald's and Aldi and the anticipated further application for Moonraker Park, Cllr Whitehead reported that the arguments made by the Parish Council on the cumulative impact on the highway had been noted. The Chair advised that the developer for Moonraker Park had requested another meeting with the Parish Council prior to the submission of a planning application.

6. Planning:

Decisions:

PL/2026/04252 Listed Building Consent **Approved** for replacement of two windows on rear elevation at Annes Cottage, Church Walk.

PL/2026/03951 Notification of intention to carry out works to trees within a conservation area **granted** T1 Sycamore – fell; T2 Sycamore – fell; T3 Elder – fell at 2 West End.

PL/2026/04441 Notification of intention to carry out works to trees within a conservation area **granted** T1 Ash – fell; T2 Sycamore – fell at West End Farm, West End.

The Clerk reported that a notification had been received from Wiltshire Council to make a new Tree Preservation Order TPO/2026/00019 at the Farm Track adjacent to Bourton Cottage. This replaced TPO/2015/00017 which had been revoked.

Applications:

PL/2026/04596 Removal/Variation of Condition 2 and Condition 4 of planning permission

PL/2023/01643 at land north of Conscience Lane, Roundway, land east of Marlborough Road, Devizes and land adjacent to the Bridge Inn, Horton Road.

Cllr Banks proposed to support this application, seconded Cllr Miller, all in favour.

PL/2026/05505 Notification of proposed works to trees in a conservation area – T1 Lime – fell at New Dangells Barn, Chandlers Lane.

Cllr Banks proposed to support this application, seconded Cllr Holden, all in favour.

Notification of appeal – PL/2026/01963 for outline planning permission for up to 175 dwellings at land to the south of Coate Road. The Parish Council had made objections on the original plan. After discussion, there were no further comments to add. Cllr Whitehead confirmed the appeal notice would be considered at the next Wiltshire Council Eastern Planning Committee on 17th September.

The Chair, Cllr Player and Cllr Phillis had that day attended Wiltshire Council's scoping consultation event on the Local Plan at the Market Place. Officers had explained the background to the exercise and had answered questions. Consideration would be given on how best to respond. Cllr Banks felt there was some misunderstanding as to what the Parish Council might or might not be able to control.

7. Projects:

a) Village Car Park: The Chair had provided members with regular updates as the project progressed. ED&W Bodman Ltd, the groundworks company undertaking the work, had been exceptional. The project had been completed ahead of time and under budget. Outwith the original quotation, agreement had been reached with Mr Bodman for the fabrication and installation of height barrier, as well as for seeding the new banks. Both elements would be delivered by 18th September. A quotation for signage for the barrier had been requested from a local supplier.

There had been universally positive comment about the new car park from parents, residents and visitors alike. The Chair had written to Highways and M Group for the build-out and safer crossing works; Mr and Mrs Naughton at West End Farm for agreeing to release the additional land; and Mr Ed Bodman for the construction of the expanded car park.

With both the car park and the crossing and build-out now complete, the Chair would write to the LHFIG and Highways on the second phase. This would focus on how to enhance road safety for pedestrians walking along Bourton Road to the school gate. The LHFIG would meet on 5th November. The Chair and Cllr Holden were already engaged with the school's senior leadership team on this issue.

b) Road Safety: The Chair confirmed that new village gates and signage had been installed at the Hollow and Bourton Road. Installation of the remaining elements on Chandlers Lane and at either end of Horton village was awaited. The traffic survey had been undertaken at Oak Close, with results awaited. The implementation of changes on West End to reflect the positive outcomes of the speed limit assessment were imminent.

c) Devizes Area Neighbourhood Development Plan (DANDP): The Chair was crafting a new vision statement and objectives. There would be further input to the draft plan. The Steering Group would meet on 16th September.

d) Local Plan – Call for Sites: As reported above, the Chair and other members had visited the consultation event in the Market Place. Wiltshire Council had also supplied a toolkit for planning members.

An engagement event would be hosted by the Parish Council at the village hall on 19th September. This would include the official opening of the expanded car park and an opportunity to meet with councillors.

e) Play Areas: RoSPA Inspections, CCTV, path improvements: The Chair advised that the annual inspection reports from RoSPA had been received. The Clerk was obtaining quotations from the usual contractor for each of the play areas. The Chair would seek a quotation from ED & W Bodman for the concrete pad required for a potential new CCTV installation within the parish. As part of a design and cost exercise, the Walk, Cycle and Wheel Trust continued to work on lighting designs for footpath improvements at Le Marchant Park.

f) Community Governance Review: The Chair confirmed the next meeting of the Electoral Review Committee would take place on 29th September, with final recommendations presented to Full Council for decision on 20th October.

g) Change of Parish Name: The Parish Council had written to the Chair of the Electoral Review Committee on 10th July, following the decision of the Parish Council to seek a change in the parish's name. That request would be considered at the Committee's meeting on 29th September, with a recommendation to be made to Full Council for a decision on 20th October. The Chair stated there was nothing to tell the public until that decision became known.

Cllr Banks wished to propose that an informative post for the community be put on the website, detailing what the current position was and what stage of the process the name change was at. At present she felt there was insufficient information.

Cllr Holden disagreed. A post now could cause confusion if the proposed name change did not happen or was delayed. Cllr Banks felt the public should have an opportunity to get used to it. The Chair noted that the Council's decision had been in the public domain for just under a month and not one person had raised a question. The Parish Council had done all that had been required of it and was following the proscribed process. It should now wait for the executive decision from Full Council.

Cllr Banks proposed to publicise the decision to seek a change in parish name to the parish of Bishops Cannings and Northfields, seconded Cllr Miller, 3 for, 4 against, 2 abstentions.

8. Ordinary Business:

a) Website and communications: Cllr Lamb-Hughes was not present to provide an update. The Chair thanked members for their feedback to the initial website designs. Those responses had been passed to Resolution. He had also spoken to Cllr Fisher about the concept of a members' area within the new website.

b) Action Log: The Chair had requested the creation of an Action Log, in recognition of the fact that the Parish Council was so busy. This tool would allow tasks and issues to be recorded, prioritised, allocated, actioned and reviewed. The Action Log was still in development, with data being input.

c) Cricket Club nets: As agreed with the Chair of the Cricket Club on 8th April, the roadside boundary nets at the cricket ground on Spaniels Bridge Road would be lowered within a reasonable period of time after the end of the season.

9. Finance and administration: The Chair thanked the Clerk for circulating the External Audit report and for her considerable work to get us to that point. The External Audit report gave the Parish Council with a clear bill of health, with no actions.

Arrangements were agreed and confirmed for the Clerk's absence on annual leave, including the setting up of an out-of-office message and the forwarding of emails.

a) Bank reconciliations: The reconciliations up to 31st August 2026 were reviewed, found to be in order and signed by the Chair.

Total balances at 31st August 2026 amounted to £234,445.48 (earmarked reserves £185,609.41) leaving a general fund of £48,836.07 (= 55% of 2026/27 Precept of £88,655).

b) Approval of payments: The Chair proposed the approval of all payments as shown in Appendix 1, totalling £124,271.07 seconded Cllr Holden, all in favour. The Chair noted the National Joint Council salary award for 2026/27. He explained that it had been implemented for the Clerk's salary and backdated to 1st April 2026.

c) Authorised Signatories: The Clerk advised that Cllr Holden had been added to the Lloyds account as an authorised signatory.

11. Public Session: There were no members of the public present.

Meeting closed at 9.14pm.

Signed..... Date.....

Next meeting scheduled: Thursday 8th October 2026.

Appendix 1
Payments for Approval
September 2026

Payee	Ref	Description	Invoice amount £
S Peachey	1049/50	Regular mtce, bus shelters, play areas	1,074.60
CW Countryside	708870	Grounds mtce Aug/Rupert Close works	717.49
Wiltshire IT	4686	Office 365/email maintenance	169.73
SSE	IV04753477	CCTV, electricity	92.61
WALC	WALC-1359	Planning course	42.00
ED & W Bodman Ltd	6630	Village car park construction	116,859.60
Dolman	17327	Car park project management	2,172.00
RoSPA	101635	Annual play area inspection reports	896.40
I A Naughton Trees	270826A	Tree work, Le Marchant/Ferozeshah	660.00
PKF Littlejohn LLP	SB20261655	External Audit fee 2025/26	504.00
Ms A. Kent	-	Salary, September incl. NJC award	796.82
HMRC	-	PAYE, September	285.82
			124,271.07