

# SWALLOWCLIFFE PARISH COUNCIL

Minutes of the Parish Council Meeting  
held in the Village Hall, Swallowcliffe  
on **Friday 29<sup>th</sup> August 2025** at 5:00pm

Present:

- Cllr. Stephen Banas (Minutes)
- Cllr. Nick Osborne
- Cllr. Nigel Cooke

## Public Engagement

No public present

## Formal Meeting

**Started at 17:05**

### 35. Apologies for Absence

- Cllr. Amanda Brockway
- Cllr. Sarah Taylor
- Mr Matthew Phillips – Parish Clerk

### 36. Declarations of Pecuniary Interests & Dispensations:

*Members are reminded of their obligation to declare any interests in accordance with the Localism Act 2011 and the Council's Code of Conduct.*

None

### 37. Dispensations to Participate

None

### 38. HMRC Refund to New Clerk

*Agenda Item: Resolve to pay clerk's HMRC refund from his previous employment which will be reimbursed to the council by HMRC at a later date.*

Cllr Osborne and Cllr Banas reported the clerk has confirmed:

- The refund is being held in the council's PAYE account as a credit.
- The clerk has applied to HMRC for this PAYE credit to be transferred to the council's NatWest current account. This may take approximately 6 weeks

**It was proposed by Cllr Banas that the council pay the clerk's refund given the credit in the council's HMRC account and that a transfer to the council's bank account has been requested. This was seconded by Cllr Osborne and approved unanimously.**

## 39. Best Kept Village Awards

*Agenda Item: Review arrangements for acceptance of Best Kept Village Competition Awards and costs for mounting related signage.*

Reported that:

- Swallowcliffe has won the Best Small Village and as well as (jointly) the Best Newcomer
- A resident is willing to collect the standard from the previous winner and install
- St Peter's PCC have confirmed they are willing for the standard to be mounted in the Old Churchyard for the time it is in the village (one year).
- Prize money is expected to be £200-£300.
- Ceremony will be on the 21<sup>st</sup> September 2025.
- Cllr Brockway is liaising with the organisers regarding arrangements for the event.
- Chairman of Wiltshire CPRE, Lord Lieutenant of Wiltshire, Chairman of Wiltshire Council, High Sheriff of Wiltshire will be in attendance.

**Cllr Banas proposed the following, seconded by Cllr Osborne which was resolved unanimously.**

- **A budget of £260 to be allocated from council funds to support transporting the standard, mounting costs, receiving the dignitaries and refreshments for a village celebration after the ceremony.**
- **The prize money to be used to be used for the benefit of the village.**

## Meeting end

**Closed at 17:50**