

Swallowcliffe Parish Council Meeting

To all members of Swallowcliffe Parish Council, you are hereby summoned to attend a meeting of the Parish Council at 19:00 on Thursday 9th October 2025, in The Village Hall, Swallowcliffe for the transaction of the business shown on the agenda below.



 Recoverable Signature

X 

Matthew Phillips
Parish Clerk and Responsible Financial Officer
Signed by: 6e782df9-fb07-4c37-8630-e023f79f76ab

Engagement with Residents / Members of the Public:

At the start of the meeting up to an hour is allowed for informal information exchange between anyone attending the meeting, this is done under the agenda items below before the formal part of the meeting.

Members of the Public are reminded that they have no right to speak within the formal part of the meeting.

Agenda

Before the start of the formal meeting, Councillors and Residents may wish to talk about matters effecting the Parish and matters relating to the Parish Council's portfolios

1. Wiltshire Councillor's Report – Cllr N. Najjar
2. The Village Hall Committee Representative - Cllr N. Osborne
3. Wiltshire Council: SW Area Board – Cllr A. Brockway
4. Environmental Initiatives – Ms L. Boothman
5. Footpaths / Rights of Way - Cllr A. Brockway
6. Highway Matters (including LHFIG) – Cllrs S. Banas & S. Taylor
7. Flood Warden – Mr B. Fitzpatrick
8. Parish Council Chairman's Report – Cllr S. Banas
9. Input from Councillors or Residents on any matters not covered above.

Formal meeting agenda

40. Apologies for Absence:

To receive any apologies for absence.

41. 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.

42. Adoption of Minutes:

To adopt the minutes of last Parish Council meetings on:

- Wednesday 14th May 2025 - Annual Council meeting
- Monday 2nd June 2025 - Extraordinary Parish Council Meeting

43. Parish Council Finance:

A. Payments to Authorise:

See separate payment Schedule.

B. Payments made since the last meeting:

To receive a list of payments made since the last meeting - see separate payment Schedule.

C. Bank Reconciliation and Spend Against Budget to Date:

To receive and note. Cllr N. Osborne to confirm and sign the bank reconciliation report.

44. Local Planning or Tree Applications made to Wiltshire Council:

To receive and comment on any new applications.

NB: No applications received at the time the agenda was published; the parish council reserves the right to table any application received by the time of this meeting.

45. Poles Farm Planning Application Update:

To receive a verbal report of any updates. The resolve on any further action.

46. SID Coverage – Rookery Lane:

To receive a verbal report on the SID for Rookery Lane. To resolve on any further action.

47. Best Kept Village Competition:

To receive any verbal update from Cllr Brockway.

48. Defibrillator update

Our Defibrillator's Batteries & Pads Need Checking and Replacing. (Notification received from sales@defibsupplies.co.uk.)

To resolve actions.

49. Emergency planning update

To receive report.

50. AGAR and IT requirements

As per the AGAR requirement briefing note:

A. Domain name.

To resolve on the choice of domain name.

B. Domain name services.

To resolve on a provider for domain name and email services, and to authorize clerk to purchase said services.

C. WCAG 2.2 level AA

To resolve on approach to improve web site to meet WCAG 2.2 level AA, and to authorize clerk to purchase said services.

D. Information Commissioner's Office registration.

To resolve on approach for Information Commissioner's Office registration.

E. Publication Scheme.

To resolve on approach for updating of Publication Scheme.

F. GDPR policy document.

To resolve on approach for updating GDPR policy document.

G. IT Policy document.

To resolve on approach for creation of IT Policy document.

51. Proposal for project to renovate stream area by Old Churchyard and phone box

To resolve on management approach (committee / sub-group structure), budget, grant approaches, and actions.

52. Councillor training

To resolve on any actions for training requirements for councillors for the remainder of the year and the 2026/27 municipal year.

53. Projects for 2026/27

Members are invited to suggest costed projects for the 2026/27 municipal year. Final budget to be agreed in January 2026.