

**Minutes of the meeting of the Upper Deverills Parish Council
held at Upper Deverills Village Hall
on Wednesday 13th May 2026 at 7.00pm**

Present:

Councillors: Jamie Fagan (Chair), Angie Beloe (Cllr), Louise Stratton (Cllr).

One member of the public was present, who left after discussion on Woodcoombe Farm, which was brought forward to the beginning of the meeting.

The meeting was opened at 6.45pm to discuss Woodcoombe Farm, as the member of the public who was present for that item couldn't stay.

The rest of the meeting opened at 7.00pm

53/26. To elect Chair of Parish Council

54/26. To elect Vice Chair of Parish Council

Not enough councillors to make the vote quorate, so the decision has been deferred to the next meeting

55/26. To accept apologies for absence

Cllr Hardwick

56/26. To discuss dispensations

None.

57/26. To record declarations of interest

None.

58/26. To discuss exclusion of the Press and Public

No reasons were given to exclude the press and public. No press present.

59/26. Appointment of Clerk

It was agreed to appoint Lisa Gilby as the new Parish Clerk and for Cllr Hardwick to buy a laptop for the Clerk. It was agreed that wages would be paid monthly by Standing Order.

Proposed Cllr Fagan **Seconded** Cllr Beloe. All in Favour

It was agreed for the clerk to update the current contract for the next meeting.

Proposed Cllr Fagan **Seconded** Cllr Stratton. All in favour

60/26. To approve the minutes of the meetings held on 12th March 2026

The minutes were agreed and signed by the Chair.

Proposed Cllr Stratton **Seconded** Cllr Beloe. All in Favour.

UPPER DEVERILLS PARISH COUNCIL

61/26. To hear reports from Visitors

None present.

62/26. To hear the Chair's announcements.

None.

63/26. To review the Councils Standing Orders and Financial Standing Orders

Proposed Cllr Fagan **Seconded** Cllr Stratton. All in Favour

64/26. Changes / Conformation of Portfolios

No changes

65/26. To hear the Clerk's report including any matters dealt with under Parish Clerks delegated powers. LGA 1972 s101

Nothing to report

66/26. To approve the items of expenditure listed in the period March and April 2026 and note receipt of any income LGA 1972 s150(5)

Bank Reconciliation – new clerk has no access to bank account at the moment

Closing balance - As above

Set out below are the transactions that occurred in this period.

| Date | Description | Debit | Credit |
|---------------------------|-------------------------|--------------|---------------|
| 9 th March 26 | DCK Payroll | £42.00 | |
| 20 th March 26 | Clerks Wages | £1,022.29 | |
| 24 th March 26 | DCK Payroll | £42.00 | |
| 24 th March 26 | Parish Council Websites | £216.00 | |
| 27 th March 26 | HMRC VAT return | | £350.41 |
| 31 st March 26 | Service Charge | £7.00 | |

Approved: Proposed Cllr Stratton **Seconded** Cllr Beloe. All in Favour.

67/26. Annual review of insurance provision and consideration for quote for insurance for 2026/2027.

Proposed Cllr Stratton **Seconded** Cllr Beloe. All in Favour

68/26. Grants

Two grants have been budgeted for, the Parish News for £400 and the Cricket Club for £1,000. These will be paid when practical to do so.

Proposed Cllr Beloe **Seconded** Cllr Stratton. All in Favour

69/26 Mere Fire Station

The Chair and Cllr Beloe attended the online meeting and comments have been submitted to the consultation process on behalf of the PC.

Cllr Beloe has distributed leaflets regarding this to the Upper Deverills parish.

70/26. Village Hall Survey

The Chair of the Village Hall committee wants to do a survey on future use of the VH, including the PC within it. The PC decided that the VH is a separate entity to the PC, so they would decline the offer to join.

71/26. Planning Inspectorate and Woodcombe Farm

This was moved to the beginning of the meeting as previously noted.

The original case officer from BD is producing a statement of case for the planning inquiry and has asked the PC to produce one.

The PC are dismayed that this is still ongoing and at the tax payers expense. The PC made comment when the planning proposal was originally being considered and there was no objection from the PC or current residents of the parish – in fact there is support, with 80 residents registering their support.

The Chair has agreed to submit a statement to Wiltshire Council by 11th June.

There is to be a site visit from the inspector on 25th August.

72/26. Progress against Parish Plan

Suggested by Cllr Hardwick, who was unable to be present. Deferred to next meeting.

73/26. Police

The police were asked to attend the January meeting, but were unable to attend. The PCSO has been off ill, but is now back working and has asked for the dates of future meetings. The Chair has forwarded the dates.

74/26. Dog fouling signs.

A local resident has been upset by the amount of dog fouling on the verges so the Chair has obtained some stickers from Wiltshire Council. The Chair will give the stickers to Cllr Hardwick to distribute. It was suggested something was written to go in the Parish News.

75/26. HGV signs at Kingston Deverill church

LHFIG has made a site visit to look at where they would like to place the signs and have decided before the turn into the machinery yard.

The PC contribution is £125 and the Chair will contact LHFIG

Proposed Cllr Beloe **Seconded** Cllr Fagan. All in Favour

76/26. Risk Register

To be deferred to next meeting.

77/26. Planning

Nothing to discuss.

78/26. To hear updates and agree actions with regards to Rights of Way

Bridge on parish boundary with Maiden Bradley. This is on the junction of KDEV1 and MBRA10 and is now closed until 10th November 2026.

It has been noted and an eye will be kept on it

79/26. To hear updates on the Parish Steward and agree any actions

It was noted that some strimming had been done on the corner.

80/26. To hear updates and agree any actions with regards to Highways

Nothing to report.

81/26. Mobile phones / communications update

Nothing to report.

82/26. To approve 2025/2026 accounts

Proposed Cllr Stratton **Seconded** Cllr Beloe. All in favour

83/26. To accept and approve the internal audit report by Auditing Solutions Ltd and approve payment of their invoice

The Clerk was asked to put together a checklist for Assertion 10 for the next meeting and it was suggested that the clerk contacts the IT man to ask about cost and timeline for changing email addresses to align with Assertion 10.

Motion to accept Audit **Proposed** Cllr Stratton **Seconded** Cllr Beloe. All in favour.

Motion to pay invoice (when received) to pay up to £215 but defer to next meeting if it exceeds this **Proposed** Cllr Fagan **Seconded** Cllr Stratton. All in favour

84/26. To review and approve the Annual Governance and Accountability return (AGAR)

Proposed Cllr Stratton **Seconded** Cllr Fagan. All in favour

85/26. To confirm publication AGAR Exercise of Public Rights 2026/2027

The notification is 15th June until 24th July and the notification is to be put on the notice board as well as the website.

The clerk needs to change contact details before publishing

Proposed Cllr Stratton **Seconded** Cllr Beloe. All in favour.

86/26. To agree any items for Newsletter, Notice Boards and Parish Council website

Items for the newsletter – dog fouling / bridge closure on bridleway / greeting to the new clerk.

87/26. Additional items for next meeting's agenda

Those things deferred from this meeting –

Election of Chair and Vice Chair

Progress against the Parish Plan

Risk Register

Assertion 10 checklist

Councillor vacancy in Brixton Deverill

88/26. Date of next meeting

Wednesday 8th July at 6pm

Abbreviations:

LGA 1972: Local Government Act 1972

Meeting Closed 8.46pm

Signed (Chair)

Date