

# RAMSBURY & AXFORD PARISH COUNCIL

Clerk to the Council Alice Charlwood c/o Council Office, Memorial Hall, High Street, Ramsbury, Wilts SN8 2PB  
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## Minutes of the Meeting of the Parish Council held on Monday 15<sup>th</sup> June 2026 at 7.45pm in Ramsbury Memorial Hall

2077

### Present:

D. Barnett (DB) – Chairman  
D. Gill (DGi)  
S Glass (SG)  
E Hodgson (EH)  
M Tester (MT)

M Waugh (MW)  
A Foale (AF)  
B Murray (BM)  
R Greasley (RG)  
A Charlwood (AC) – Clerk

### Two members of the public were present

- APOLOGIES** – were received from Helen Lloyd and Chris Morgan. **Approved.**  
Doug Greenway did not attend.
- DISCLOSURES OF INTEREST** – None.
- THE MINUTES OF THE LAST MEETING**  
The minutes of the meeting held on 18<sup>th</sup> May were approved and signed as a true record. **Proposed EH; Seconded MW. APPROVED**
- MATTERS ARISING** – DB presented Sheila Glass with a booklet expressing the appreciation and thanks of the parish residents for her long years of service as Chairman of the parish council until her retirement.
- NEW CORRESPONDENCE – Items for discussion**

\*The full list of incoming correspondence from 6<sup>th</sup> May – 8<sup>th</sup> June can be viewed on the parish council website

Ref. No	Date Received	May – June 2026 From :	Subject *Highlighted for Discussion
A8617	07 May	Jason Lucas, Wilts Highway Assets & Commissioning Team	Approval of Temporary Closure of the High Street on 20 <sup>th</sup> June for the Street Fair. Fwd to Cllrs. <b>For info.</b>
A8621 – A8632	13 – 16 May	Various residents of Union Street	12no. messages about the northbound one-way trial in Union Street. 11 very much in favour. 1 against. Fwd. to Cllrs. <b>Dealt with in the May meeting. For info.</b>
A8634	15 May	Nathan Hill, Wilts CC Traffic & Network Team	Urgent closure notice for part of Marlborough Road in Ramsbury to carry out tree safety works commencing 18 <sup>th</sup> May. Fwd to Cllrs. <b>The Chairman commented on how late this notification came in – on the preceding Friday - and that there was no signage until late Sun.</b>
A8639	21 May	NALC	Next Environment Network meeting postponed till 25 <sup>th</sup> June. Fwd to Cllrs. <b>For information</b>

## 2078

A8641	22 May	Wilts CC Democratic Services	Confirming the Community Governance Review did not suggest any changes to Ramsbury's boundaries or electoral arrangements to consult upon. <b>See item 21</b>
A8642	22 May	Chris Hoskins, Wilts CC Traffic & Network Team	Extension of tree safety work continuing on part of Marlborough Road, Ramsbury commencing 18 <sup>th</sup> May. Fwd to Cllrs. <b>Again, the Chairman noted this notification was received retrospectively.</b>
A8643	22 May	Wilts CC Strategic Planning Team	Notice of the withdrawal of the Wilts Local Plan Pre-Submission Draft 2020-2038. Fwd to Planning C. <b>See item 7(ii)</b>
A8647	01 June	Jason Lucas, Wilts Highway Assets & Commissioning Team	TTRO for part of C188 for Thames Water to carry out new connection & associated works commencing 29 July. Fwd. to Cllrs. <b>For information</b>
A8648	01 June	Jason Lucas, Wilts Highway Assets & Commissioning Team	TTRO for part of C193 for Openreach to carry out works commencing 20 July. Fwd. to Cllrs. <b>For information</b>
A8651	02 June	Resident	Coning off parking spaces on the High Street. Fwd to Cllrs. <b>The Chairman has written to the resident concerned but has had no response so far.</b>
A8652	02 June	Alex Young, Aster Neighbourhood Manager	Aster Estates Team will visit and assess the tree by the Back Lane bus stop. Fwd to Cllrs. <b>Aster are currently awaiting quotes from their contractor for the necessary treework.</b>
A8654	04 June	Fred Rendell, Parish Steward Supervisor	Photos of work carried out at steward's visit on 3 <sup>rd</sup> June. Fwd to Cllrs. <b>The Chairman noted that this month's work had been well done.</b>
A8656	05 June	Wilts CC Democratic & Member Services	Briefing Note to update the WCC housing land supply position and accommodation needs for traveller sites. Fwd. to Planning C. <b>For information</b>
A8657	07 June	Resident	Rubbish bags full of garden waste have been left at the top of Union Street. Fwd. to DB, HL. <b>Attention has been drawn to this matter in the Village Diary.</b>

DB also drew Councillors' attention to more recent correspondence:-

- a) the resident's emails (dated 9<sup>th</sup> and 11<sup>th</sup> June) concerning the need to repaint the white lines at the junction of Scholard's Lane and Springs Hill – **see Item 12**
- b) the email from Tom Ince, Wilts CC Event Authorising Manager (dated 15<sup>th</sup> June) about the Ramsbury Gold 10K run – **see item 7(iii)**
- c) the email from a resident (dated 12 June) about vandalism on the High Street – **see Item 11**

### 6 2025-26 AGAR SECTION 1 : ASSERTION 10 POLICIES

*Erica Hodgson*

EH expressed her thanks to the Aldbourne Parish Clerk for sharing Aldbourne's policy documents which were of great assistance in drafting ours.

- **The 2025-26 Privacy & Data Protection Policy** – (circulated) was approved, subject to Cllrs. agreement to one small amendment. **Proposed MW; Seconded MT. APPROVED**
- **The IT & Email Policy 2025-26** – (circulated) was approved. **Prop. RG; Sec. DE. APPROVED**

## 2079

- There was further discussion of “Digital & Emails” after the public forum, which has been minuted here for completeness of the discussion regarding Assertion 10 requirements:- SG reported that she’d been weeding out a lot of the redundant ramsbury.org email address users that had been set up long ago but were no longer used. A discussion then followed about upgrading to TEEC’s Premium service to give us up to 50 email addresses plus a virtual clerk, as well as having TEEC’s help with keeping us compliant. Sheila proposed that we should change the domain name to ramsbury.gov.uk now (rather than later), and that was approved.
- The 2025-26 Social Media & Electronic Communication Policy – (circulated) was discussed and several amendments were suggested by MT and DE. EH will therefore re-draft this document and bring it back to the July meeting for Cllrs’ approval. **ACTION - EH**

## 7 COMMITTEE REPORTS

### (i) FINANCE COMMITTEE REPORT

*Erica Hodgson*

- EH sought approval of the updated 2025-26 Fixed Asset Register (circulated). **Prop. MT; Sec. DGi. APPROVED**
- EH sought approval of the updated 2026-27 Asset Register Policy (circulated) which will detail installation costs separately from value of the asset itself. **Prop. DB; Sec. MW. APPROVED**
- In answer to a query from MT about the statement added in the notes section of row 9 section 2 of the AGAR return, "Total fixed assets plus long term investments and assets", EH explained that the notes section is a pre-populated field and that MT's assessment was correct, in that Parish Council assets do not appreciate or depreciate therefore the value recorded at the end of each financial year is not the current value of all the property the authority owns as per the note.
- **2025-26 Annual Audit** – EH sought councillors’ approval of:
  - (i) AGAR Annual Governance Statement Section 1 (circulated). **Prop. DGi; Sec. SG. APPROVED**
  - (ii) AGAR Accounting Statement Section 2 (circulated). **Prop. MW; Sec. BM. APPROVED**
  - (iii) The explanation for the assertion in Section 1 Box 10 (circulated) was unanimously approved
- EH thanked the Clerk and Neil Keen (our Internal Auditor) for their work.
- The terms and premium quotation (£1,278.27 with a £100 excess) having been accepted, the Community first policy has been renewed.
- Having received one contractor’s quote and another having declined to quote, EH is seeking one further quote for this year’s pavement repair works. She aims to receive it in time to report on the contractors’ comparative quotes at the July PC meeting. **ACTION – EH**
- EH expects more changes to how the PC is required to submit its audit documents to the External Auditor in 2027.
- The Clerk has been asked to inform BT that the PC is still in dispute with them regarding the new phone/broadband contract and to request a transcript of the Clerk’s conversation with the salesman. **ACTION - CLERK**

### (ii) PLANNING COMMITTEE REPORT

*Diann Barnett*

PLANNING REPORT RAMSBURY AND AXFORD PARISH COUNCIL – June 2026

Planning Applications Processed since May 2026 report

#### New applications-

- PL/2026/02746 Swansdown, Axford Alterations and rear extension

## 2080

### Still awaiting-

- PL/2025/01559 Upcot Field, Whittonditch Rd 9 houses and associated works. This application layout has been amended.
- PL/2025/09169 West House, Ramsbury Internal alterations, window change
- PL/2025/09011 West House, Ramsbury Swimming pool and garden shed AMENDED
- PL/2025/09376 42/43 Oxford Street Proposed garage. AMENDED
- PL/2026/00995 Bungalow, Whittonditch Extension and remove S52
- PL/2026/01214 Dove Cottage, Axford Loft space conversion + dormer windows

### Decisions-

- PL/2025/08376 Crown and Anchor De-licence and change of use. WITHDRAWN
  - PL/2026/00104 Knypersley, 79 High St Alterations and extension to rear. APPROVED
  - PL/2026/01430 33 High St, Ramsbury Weeping willow, reduce crown and thin
  
  - 3357357 Red Lion enforcement appeal NC
  - 3362810 Red Lion planning appeal NC
- The officer at the Planning Inspectorate for both these appeals has changed. I have contacted her as to why this is taking so long.
- PL/2025/09209 9 Union Street - create off street parking. REFUSED. This has now gone to appeal.

Land at Lamplands, enforcement notified and in progress.

No further planning has been lodged so this site now must be cleared within 6 months of 23<sup>rd</sup> May.

Regarding the withdrawal of the Wiltshire Local Plan Pre-Submission Draft 2020-2038 (see Item 5: A8643), DB summarised her concerns that the lack of a Local Plan (presumably for some considerable time into the future) will mean that the protections (e.g. Area of Outstanding Natural Beauty; out-of-settlement, etc.) afforded to our area until now will no longer stand and leave us in a more precarious position to oppose future planning applications.

MT said he had been concerned at the number of sites in and around Ramsbury designated in the Wiltshire Strategic Housing Land Availability Assessment as “suitable, achievable and available. SHLAA sites could inform the Local Plan to indicate areas potentially suitable for housing, but they are not necessarily earmarked for development. DB said that she was aware of the areas he mentioned as being designated suitable for large numbers of new houses, but that they had been included in the SHLAA since it had been drawn up in 2016 and have so far remained undeveloped, presumably because those landowners had no wish to dispose of those pockets of land for housing development. SHLAAs are not site allocation exercises; they **identify potential sites** but do not guarantee development. However, she recognised that that might not guarantee the existing Ramsbury “green belt” forever.

### **(iii) RIGHTS OF WAY COMMITTEE REPORT**

**Doug Greenway**

- DGr did not attend the meeting. No report.
- DB said that Tom Ince had informed the Trailbreak Ramsbury BBB event organisers that bikes would need to be pushed rather than ridden along the short section of the route along RAMS 34 footpath. They changed the route to the highway from Manor to Aldbourne Road at Axford.
- EH said that 6 people joined the monthly walk on 7<sup>th</sup> June.
- AF said that two of the Lofts Bridge river-crossing repairs had been completed but a third bridge just beyond them still had a plank missing and a large overhanging tree nearby was making it difficult to negotiate that section of the footpath. DB said that she would write to Stephen Leonard to see if those additional bits of work could be carried out.

**ACTION - DB**

## 2081

### (iv) PLAY AREAS AND SEATS REPORT

*Denise Edwards*

- DE reported that some of the Knowledge Crescent fort uprights, and one of its rear slopes at the back needed repair. Clive Glass has offered to do the necessary work. The Clerk said she had also noticed that the central plank of the main access slope at the front of the fort had a long section rotted away and seemed dangerous. SG said she would inspect it and tape the equipment off if necessary. **ACTION - SG**
- DE will seek a further quote for the replacement of the nest swing and bring a proposal to the July meeting. **ACTION - DE**
- SG has acquired some green fluorescent paint for highlighting dog mess left by dog owners on our play areas and will pass this to DGi. DE said it was important that the PC should stick to the original plan, which was to (i) to spray, (ii) to take a picture, and (iii) to publicise; that was agreed. **ACTION – DGi/SG**

### (v) EMERGENCY COMMITTEE REPORT

*Alison Foale*

- MT said that although the claimed 5-8Km range was overstated by the makers of the “long-range” two-way walkie-talkies recently purchased by the PC, his research into more powerful alternatives had lead him to the conclusion that, for the limited use the PC might expect to make of them, we should not spend more money and simply use the ones we have to the best of their ability. This was agreed.
- SG estimates that the PC will eventually refund about £1,800 of the SSE generator grant back to them. She is arranging for Tim Pope to demonstrate how to switch off the Memorial Hall solar panels so that the PC can safely run the generator there for about ten minutes every 8 weeks or so, to keep it in good working order. DB has agreed to do the same thing at Axford Village Hall. **ACTION – SG/DB**
- There was a discussion about organising another CPR training in September. It was agreed that Wilts Air Ambulance should be asked to run it again and AF will contact the Emergency Wardens to give them first refusal on the training places available, before opening it out to others. **ACTION – AF**
- There was a discussion about posting a map on the parish website of where defibrillators are to be found in the village. DE pointed out that anyone dialling 999 would be directed to the nearest defib anyway, and that all our defibs (apart from the new one in the phone box which is not yet registered) come up on Google maps.

### (vi) ENVIRONMENT COMMITTEE

*Maggie Waugh*

A rota for watering the apple trees has been organised by the Committee.

**ACTION - ALL**

### **Public Forum – Parish Council Standing Orders are temporarily suspended for this item**

The two members of the public at the meeting contributed to the discussion about the various ways the PC might map the village defibrillators but did not wish to say anything further.

### 8 POTENTIAL CLOSURE OF RAMSBURY FIRE STATION -

*Diann Barnett*

DB reported that we have learnt that the Dorset & Wiltshire Fire Authority recommendations are likely to be changed. Whilst the PC welcomes this update, we appreciate their final decision has yet to be ratified.

### 9 AXFORD

*Diann Barnett*

DB reported that some children have been ill after swimming in the river and one was taken to hospital. The PC does not recommend swimming in the Kennet as E Coli levels may make it dangerous; this advice has been posted prominently on the parish website, and notices to that effect have been put up in various locations along the river where people most often come to swim.

### 10 ALLOTMENTS

*Denise Edwards*

- DE reported that the allotments are looking lovely, and the committee Chairman has proposed a celebration for Gary Noone when his memorial bench is unveiled.

## 2082

- Some plots are currently available. Enquiries: Denise Edwards 07867921878 or [allotments@ramsbury.org](mailto:allotments@ramsbury.org)

### 11 VANDALISM/CRIME

*Sheila Glass*

- MT was thanked for circulating the details of the April crime report, detailing six incidents in Ramsbury.
- Councillors were concerned about the malicious damage to plants in a resident's planter on the High Street on the afternoon of Wednesday 10<sup>th</sup> June between 2-5pm. DE reminded the meeting that even relatively minor, albeit distressing, incidents such as this should always be reported on the Wiltshire Police website as that guarantees the matter is logged and helps our local Crime officer to be aware of what is going on in and around the village that may warrant investigating.

### 12 VILLAGE MAINTENANCE

*Sheila Glass*

- The Best Kept Village judging process is on-going.
- The repair works to the derelict bench on the corner of Back Lane and Knowledge Crescent will be deferred until the work needed to the tree by the bus stop has been carried out by Aster.
- Aster are awaiting their contractors quote for removing the dead tree by the Back Lane bus stop.
- A dead tree in The Paddocks (originally planted by Mr Harry Hyams of Ramsbury Manor many years ago) needs to be taken out. DB has written to their Assistant Estate Manager requesting a donation towards the cost of this work and she is raising the matter with their Trustees. We await their response.
- DE asked about the planter on Crowood Lane which is looking a bit sad. SG said some plants are ready to go in once the heatwave is over and Helen Lloyd has offered to take over caring for it. **ACTION – SG/HL**
- It was agreed there is a need to re-paint the white lines at the junction of Scholar's Lane and Springs Hill (see Item 5). As such work often gets done more quickly if the need to re-paint is identified at several locations in a neighbourhood, councillors will also request white lines are renewed at the bottom of Hilldrop Lane, and at the Stocks Lane/White's Hill road junction. White lines elsewhere in the village will be checked. **ACTION – DB/SG**
- DE raised a question at the end of the meeting about the trip hazard being created by EV charging cables being run across the pavement from a house on the High Street. It was agreed that DB should write to householder concerned. **ACTION - DB**

### 13 LOCAL HIGHWAYS & FOOTWAYS IMPROVEMENT GROUP

*Sheila Glass*

The next meeting will be held on 10/09/26

### 14 MARLBOROUGH AREA BOARD

*Sheila Glass*

DB and SG attended the meeting on 26<sup>th</sup> May. They were therefore there to witness the bizarre process by which a new Chair and Vice Chair were elected. Nothing worth mentioning during the meeting but DB took the opportunity to do some networking with Sgt. Deborah Laycock who may be able to assist us with the problems that arise every summer down at Axford weir. **NOTE : Since the PC meeting, DB has arranged for the Rural Crime Officer, the EA and the landowners to meet on 1<sup>st</sup> July.**

### 15 TOWN & PARISH CLERKS' MEETING

The next meeting will be held on 25<sup>th</sup> June.

### 16 PARISH STEWARD'S ROTA

Next visit scheduled for 6<sup>th</sup> July. A lot of weeding needs doing to the gutters on Union Street and around Knowledge Crescent and this work will go on the July worksheet. **ACTION - CLERK**

### 17 POLICE COMMUNITY CONSULTATION

*Diann Barnett*

The next police consultation will be held in the Lychgate Room on the evening of 22<sup>nd</sup> July 7-8pm.

**18 RAMSBURY MEMORIAL HALL***Helen Lloyd*

- Helen Lloyd's report had been circulated prior to the meeting as she was unable to attend. In summary, she said:-
  - The Memorial Hall Committee AGM took place on 2nd June and Kingsley Setter was re-elected as Chair. The elected members were also re-elected, except for Keith Mantle who has retired from the Committee.
  - The funding report from the Treasurer made clear that the £10K grant from the Ramsbury Ball to the Hall made a significant difference to the Hall's Accounts and that things would not be as good without it.
  - A Trustees' meeting was also held on 2<sup>nd</sup> June immediately following the AGM, where Mike Ferris ran through the results of the questionnaire undertaken on the 100<sup>th</sup> Memorial exhibition and at the Freshers morning.
  - Secondary double glazing has been installed and painting in the Alexander room and the corridor is taking place, with the Lychgate Room following on after improvements to the mini-kitchen. Further insulation will be added to the main hall roof space.
  - The maintenance tracker is up-to-date and the fuel usage is being monitored. A question about who is responsible for testing the new generator was posed and SG confirmed that the PC would test it monthly, probably before their regular meeting.
  - Following the 100 Memorial event, the documents and books will be sent to the Swindon and Wiltshire History Centre in Chippenham when HL is back from holiday.
  - The two photos that were missing from the original six presented to the Hall by Sir Felix Pole are to be reproduced and mounted to be hung with the other four and for the set of 4 photographs from the 1980's to be framed. All will then be hung in the main hall.
  - The donations from the refreshments will be split between the RBL and the Silver Band, and some Tete a Tete bulbs will be purchased to plant in the Memorial garden.
  - HL will not be producing a book but if the Hall website is updated there may be a place for photographs etc. of the Memorial Hall Centenary exhibition to be uploaded there.
  - The next meeting will be on 18<sup>th</sup> August.
- DB thanked SG and Mary Holdsworth for their work in the Memorial Garden.

**19 NATURE RESERVE***Chris Morgan*

No report

**20 SCHOOL REPORT***Roger Greasley*

RG reported the governors are still having difficulty recruiting a new Head and Deputy Head for the September term.

**21 COMMUNITY GOVERNANCE REVIEW***Sheila Glass*

SG said that the Chairman simply needs to write to Wiltshire CC Electoral Services in order to set the parish council change of name in motion. DB will contact them.

**ACTION - DB****22 ACCOUNTS FOR PAYMENT IN JUNE**

Inv. No	Payments to Suppliers – June 2026	Amount	Net	VAT	Paid By	S137
I4512	Community Heartbeat – two new defibrillator electrodes. <b>Paid in May</b>	140.94	117.45	23.49	BACS	No
I4513	C H Plumbing – new whb taps for public loo. <b>Paid in May</b>	238.00	238.00	0.00	BACS	No
I4514	Amazon Market Place – green fluorescent paint. <b>Paid in May</b>	4.08	3.40	0.68	VisaDebit	No

## 2084

I4515	Ramsbury Cubs – Donation for litter pick. <b>Paid in May</b>	100.00	100.00	0.00	BACS	No
I4516	Royal British Legion – Boundary Walk teas donation. <b>Paid in May</b>	170.00	170.00	0.00	BACS	No
I4517	HP Instant Ink 28th April – 27th May. <b>Paid in May</b>	13.49	11.24	2.25	VisaDebit	No
I4518	Coral Westall – public loo cleaning in June	200.00	200.00	0.00	BACS	No
I4519	Coral Westall – PC office cleaning April - June	34.50	34.50	0.00	BACS	No
I4520	Castle Water – water charges for public loo in May	74.86	74.86	0.00	BACS	No
I4521	Lloyds Business Banking – Bank Charges in June	4.25	4.25	0.00	DD	No
I4522	Community First Insurance – 2026 Policy Renewal	1278.27	1278.27	0.00	BACS	No
I4523	Ramsbury Community Transport – Ramsbury Flyer Mileage	36.25	36.25	0.00	BACS	No
I4524	Royal British Legion – SG paid in error. <b>See repayment below</b>	6.70	6.70	0.00	VisaDebit	No
	<b>TOTAL (excl. Clerk's salary I4525)</b>	<b>£2,301.34</b>	<b>£2,274.92</b>	<b>£26.42</b>		
	<b>TOTAL AMOUNT ON DEPOSIT on 31<sup>st</sup> May 2026</b>	<b>£133,017.21</b>				
	<b>incl. gross interest earned Dec 2022 to 31<sup>st</sup> May 2026</b>	<b>£7,017.21</b>				
	<b>INCOME</b>					
	Charity shop rent	£320.00				
	Sale of Walks Books	15.00				
	Memorial Hall share of broadband	9.60				
	SG repayment re. <b>RBL (see I4524 above)</b>	6.70				
	<b>TOTAL INCOME</b>	<b>£351.30</b>				
	<b>Current A/c balance at 31<sup>st</sup> May 2026</b>	<b>£5,166.27</b>				

\*This includes monies held in reserve for parish initiatives such as the Ramsbury Flyer, defibrillators, provision of play equipment, pavement and road repairs, etc.

**The Accounts were accepted and approved. Prop. BM; Sec. SG**

**There being no other business the meeting closed at 9.15p.m.**

**DATE OF THE NEXT PARISH COUNCIL MEETING  
MONDAY 20<sup>th</sup> JULY 2026 AT 7.45pm at RAMSBURY MEMORIAL HALL**

**ALL ARE WELCOME**