

LATTON PARISH COUNCIL MEETING

3 March 2026

Latton Parish Hall at

7:30pm

Councillors present:

Cllr Johnson (Chairman) Cllr Lloyd (Vice Chairman) Cllr Grizzell Cllr Newman Cllr Claridge

Meeting Clerk: Rebecca Collier

Others in Attendance: Wiltshire Councillor (WC) Dye

Castle Eaton Parish Council: Chairman Colin Williams and the Parish Clerk Teresa Whyborn.

Public and Councillor Question Time: No questions were asked.

MINUTES

25.80 Co-Option of New Councillor

Members unanimously RESOLVED that Mrs Helen Claridge be co-opted onto the Parish Council with immediate effect. The Declaration of Acceptance of Office was signed, witnessed by all present, and Councillor Claridge joined the meeting.

25.81 Councillor Resignation

The Chairman Cllr K Johnson announced that Cllr V Johnson and Cllr De'Witt have resigned and thanked them for their tenure in their absence.

During a SUSPENSION of Standing Orders, Cllr Lloyd joined the meeting at 07.37pm. Standing Orders were REINSTATED.

25.82 Apologies for Absence

There were no absences.

25.83 Declarations of Interest and Dispensations

There were no declarations made, and no requests for dispensations were received.

25.84 Chairman's Announcements

The Chairman thanked Tina Jones and Rebecca Collier for continuing to work together on the Clerks role. He welcomed Cllr Claridge, Cllr Dye (WC), Cllr Williams (Chairman Castle Eaton) and Teresa Whyborn (Clerk to Castle Eaton) to the meeting.

He informed members, he was a victim of a recent assault whilst undertaking Lorry Watch duties. No police action is to be taken. He will be writing to Phillip Wilkinson (Wiltshire Police and Crime Commissioner) and Roz Savage (MP) to express his disappointment. He has been in contact with the Parish Insurance company and will copy the Clerk in on any correspondence.

25.85 Minutes

Members considered and ADOPTED the minutes of the Parish Council meeting held on 13 January 2026, the minutes were signed by the Chairman.

25.86 Castle Eaton Parish Council

During a SUSPENSION of Standing Orders, Cllr Williams (CE) outlined issues with the movement of Imports HGV vehicles causing potential violations to Health & Safety, Fire risks, Highway infringements on the C114/through the village and planning irregularities regarding the existing planning permission originally agreed for the business and storage of goods in an agricultural building. Standing Orders were REINSTATED It was agreed that Cllr Newman would be invited to the Castle Eaton Parish Meeting on 9th March 2026 to discuss how both Parishes could possibly work together in resolving these issues.

25.87 Correspondence

Members NOTED correspondence for

- Castle Eaton regarding withdrawal of Bio digester planning application.
- Opportunity to attend free webinar regarding cyber security and online scams

Chairman.....

Date:.....

Wiltshire Councillor Update

During a SUSPENSION of Standing Orders, Wiltshire Councillor Dye advised members:

- Purton Recycling Centre – verbal update at Minute Reference 25.96
- Wiltshire Council (WC) draft Local Plan (agreed a year ago) that sets out the number of houses to be built in the county over the next 10-15 years, has been rejected by Government Inspectors. The Inspectors have ordered WC to scrap the draft plan and start again. WC Officers had worked on the plan for thousands of hours, which has now all been wasted. The 10-year plan is to be increased by thousands of houses.
- The Cricklade traffic cameras can be accessed remotely by Police.
- WC Dye suggested that Cllr Johnson attends the Area Board Meeting on 4th March 2026 to raise questions with the police regarding the handling of the assault.
- He asked if Latton had considered lobbying for a 20mph – Tina Jones advised this had been investigated, by monitoring results previously taken proved it was not feasible.
- Cllr Grizzell asked for an update on the Local Plan. Wiltshire Councillor Dye advised that they have been asked to resubmit it by 13th March 2026 or withdraw it and re-submit. Standing Orders were REINSTATED.

Clerks Report**Members NOTED the report and ASKED for actions****25.58b and PQT 18 Nov 2025 – Cerney Wick Road**

The Clerk contacted the Parish Steward for an update on 26th January, advised that due to excessive workloads filling potholes, Steward visits continue to be suspended. Confirmed that on 6th February he will spray the moss, but this will require two weeks of dry weather. He also commented that there is an outstanding ticket for a tractor to brush the path. ONGOING

25.58 c and PQT 18 Nov 2025 - Faded Road Markings

Clerk reported faded lines to LHFIFG, who responded that line painting is carried out between 1st April and September, and should be reported via MyWiltsApp. Clerk has reported the faded lines via the app and follow up with email contact to LHFIFG. ONGOING

25.60 - Latton Parish Community Trust (LPCT)

Request to LPCT to provide a report for the March meeting and asked to give a presentation at the Annual Parish Meeting. The current Chairman of LPCT is stepping down and they will be canvassing for a replacement. The request for a report for the Annual Parish Meeting, will be dependent on the appointment of a new Chairman. Members AGREED to CLOSE

25.65 - Defibrillator, Telephone Kiosk and Bus Shelters

Members NOTED the actions taken by the Clerk, and following discussion, Members AGREED to CLOSE items a-e.

- NOTE the CLERK has oiled the stiff joints to the kiosk door. CLOSED
- NOTE the defibrillator is now back online. CLOSED
- NOTE the electrician has completed works to the lighting in the kiosk. CLOSED
- NOTE that a resident has offered to volunteer helping the Clerk to keep the kiosk cleaned inside and outside. CLOSED
- NOTE bus shelters have been cleaned and now to be cleaned regularly. CLOSED
- the Clerk is obtaining quotes in the Spring for repainting of kiosk when the weather is drier. ONGOING

25.73 Correspondence – South Farm, Water Eaton

Members RECEIVED an update from Councillor Newman regarding the South Farm, Water Eaton, planning application (PL/2025/08929) - change of use of the application site to provide 8 storage containers for self-storage use (Use Class B8). (resubmission of PL/2023/10620). Wiltshire Council has REFUSED the application. The owners are to remove the containers, the industrial fencing and return the site to how it was. If the conditions are not met, Wiltshire Council Enforcement Team may step in. UPDATE: Response from Wiltshire Council planning dated 20th January 2026 received advising that the process is being followed, and will advise of any updates ONGOING

Clerks Training

Members to NOTE the Clerk has completed Lone Worker and DSE training – CLOSED

Missing Minutes 2020-2025

The minutes from the folder which was not passed on during the transition of Clerks have now all been reprinted and signed off by Cllr Lloyd. Members AGREED to CLOSE

Archiving of Parish Council Records

As previously agreed the Clerk was requested to deposit historical files from the Parish Council with the archivist department of Wiltshire Council at Wiltshire & Swindon History Centre in Chippenham. This has been arranged. Members AGREED to CLOSE

Facebook Request

A resident asked if there is any training available for residents for using the defibrillator. The Clerk updated Members. Standing Orders were SUSPENDED. Members NOTED Cllr Williams (CE) advising that they had successful uptake on a First Aid Training Course from residents. Standing Orders were REINSTATED. The Clerk will investigate local First Aid courses which may be available for residents to pay for and attend. ONGOING

25.90 Financial Accounts and Bank Reconciliation Members

NOTED:

- a. the February 2026 bank balance was £55,719.38 of which £23,951.63 is ringfenced. Members NOTED and APPROVED payments of £666.04 (ex. VAT).
- b. Two payments made twice in error have been refunded.
- c. A previous Clerk has been removed as a bank signatory.
- d. The Clerks mobile costs increase of 50p (ex VAT) from April 2026 Members APPROVED:
- e. Cllr Claridge to be added as a signatory to the bank account, the Clerk to arrange.
- f. Paying the Parish Insurance premium up to 31st May 2027, to bring the insurance back in line with the year end. The extension premium is £199.38 (one hundred and ninety-nine pounds, 38p) including IPT and commission.
- g. The purchase of a new flag at £49.14, there is a budget line of £100 set aside for this.

25.91 Latton Speedwatch

Members NOTED the report. Cllr Johnson advised that in the past recruitment of volunteers has been difficult and the scheme had not produced a significant improvement in speeding data or Police follow up. The Clerk was REQUESTED to investigate other options from the CSW Coordinator and Police. Members RESOLVED to appoint Cllr Newman as the SW Team Leader.

25.92 Latton Speed Indicator Devices (SID)

Members NOTED the report and the insurance company's statement regarding damage and theft. Members NOTED the current SID policy recommendations from Wiltshire Council. Following discussions, Members RESOLVED to APPOINT Mr R DeWitt as a volunteer to be responsible for collecting of data and for storage of the store SIDs and receive data. Members AGREED for the Clerk to publish data on the Parish website and Facebook pages. Standing Orders were SUSPENDED. WC Dye asked for confirmation on the SID Policy from WC. The Clerk advised that the Policy had been confirmed with LHFIF. Standing Orders were REINSTATED. Members NOTED that Cllr Newman and Cllr Lloyd will remove the unused SID in The Street, the Clerk to take to the recycling centre. Cllr Newman advised members that he is undertaking WC's the SID Operator Training module.

25.93 Training

Members NOTED that Councillors Grizzell and Newman have completed their Councillor Fundamental Training, the same course was APPROVED for Cllr Claridge, Clerk to arrange.

25.94 Facebook Representation

Members NOTED the advice received and AGREED:

- for the Clerk to contact the creators of the Latton Facebook page to arrange changing the Admin from Cllr Lloyd to the Clerk.
- to keep the Latton Parish Council profile
- The Clerk will seek approval for posts prior to publishing

Chairman.....

Date:.....

25.95

Planning Applications

Members NOTED the following Wiltshire Council decisions

PL/2025/08257 – Household Planning Permission - REFUSED

Address: Daisyfield Cottage Latton SN6 6DS	Applicant: Mr & Mrs R & N Crabtree
Proposal: Demolition of Garage and Erect a Gym/Games Room/Annexe and replacement Outbuilding Storage	

PL/2025/08212- Householder Planning Permission - APPROVED with Conditions

Address: Daisyfield Cottage Latton SN6 6DS	Applicant: Mr & Mrs R & N Crabtree
Proposal: Replacement Two Storey Rear Extension and Home Office	

25.96

Hills Recycling Centre, Purton

Councillor Johnson SUSPENDED Standing Orders, WC Dye informed members that the site would remain open until 2029, and there are 3 potential sites being considered by Wiltshire Council. Standing Orders were REINSTATED.

25.97

Water Eaton Solar Speed Indicator Devices (SID)

Members NOTED the report, and RESOLVED to move forward with the resolution at Minute Reference 25.64. Cllr Johnson abstained from the vote.

Members NOTED the Wiltshire Council SID Policy recommendations. Members CONSIDERED and RESOLVED that Cllr Newman will undertake responsibility for removing and storing the devices when required, Cllr Lloyd agreed to assist. Members NOTED Cllr D Newman is undertaking the recommended SID training. The Clerk was REQUESTED to contact LHFID to obtain a time frame for the installation.

25.98

Certificate of Exemption 2024-2025

Members NOTED that the Annual Governance and Accountability Return Exemption Certificate for 2024/25 has been accepted by PKF Littlejohn LLP.

25.99

Grounds Maintenance Contract 2026-2029

Members NOTED the report and CONSIDERED the three quotes received. After discussions, Members RESOLVED to ACCEPT Quote A at a cost of £2,545.64 (two-thousand, five-hundred-and forty-five-pound,64p) per annum, price fixed for 3 years.

25.100

Great British Spring Clean 2026

Members NOTED the report. Members AGREED to hold the event on 14th March 2026. Existing Risk Assessment to be updated and a request for equipment to be made. Cllr Johnson to attend the event along with the Clerk as Group Leaders.

25.101

Play Area

Members NOTED and AGREED to complete the following actions:

- Councillor Lloyd will repair the holes in the ground with the appropriate resin once the weather is suitable. The Clerk will purchase new resin, if required.
- The Clerk will obtain costs for the concrete base underneath the adult bench to be relaid, meanwhile Councillor Lloyd will tighten the ground bolts as much as possible, and check the swing chains
- Emptying of the waste bin - the Clerk will provide rubbish sacks for the bin as required. Cllr Grizzell AGREED to take responsibility for the disposing of waste along with the Clerk. The Clerk will also investigate if WC can collect this waste from an agreed location. Cllr Johnson to continue carrying out the monthly inspections to meet the requirements as per the Play Inspection Procedures, March inspection to be completed

25.102

Parish Plan

Members received a copy of the Parish Plan at the January meeting, with an action to review and feedback suggestions to the Clerk. It was NOTED that no feedback had been received by the Clerk.

Chairman.....

Date:.....

Councillor Updates

Role	Representative
Cricklade & RWB Area Board	Cllr Johnson will attend the meeting on 4 th March 2026
LFHIG	Cllr Lloyd – meeting held 11 th February 2026, no update
Lorry Watch	Cllr Johnson – see Minute Reference 25.84
Speed Indicator Device - Latton	Mr De'witt appointed – see Minute Reference 25.92
Speed Indicator Device – Water Eaton	Cllr Newman appointed – see Minute Reference 25.97
Speedwatch	Cllr Newman appointed – see Minute Reference 25.91
Latton Parish Community Trust	To remain vacant until a new Chairman appointed

Date of Next Meeting – Tuesday 12 May 2026

Meeting Closed at 9.32pm

Chairman.....

Date:.....