

LATTON PARISH COUNCIL MEETING

13 January 2026

Latton Parish Hall

at 7:30pm

Councillors present:

Cllr K Johnson (Chairman)

Cllr D Lloyd (Vice Chairman)

Cllr A Grizzell

Cllr D Newman

Meeting Clerk: Tina Jones

Others in Attendance: Wiltshire Councillor (WC) Dye

Public and Councillor Question Time: No questions were asked.

MINUTES

25.51 Appointment of Meeting Clerk

Tina Jones was appointed to clerk the meeting.

25.52 Co-Option of New Councillor

Members unanimously RESOLVED that Mr Alastair Grizzell be co-opted onto the Parish Council with immediate effect. The Declaration of Acceptance of Office was signed, witnessed by all present, and Councillors Grizzell joined the meeting.

25.53 Apologies for Absence

Apologies were received from Councillor V Johnson, Councillor De'witt did not attend.

25.54 Declarations of Interest and Dispensations

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

25.55 Chairman's Announcements

- The Chairman thanked Tina Jones for clerking the meeting, and for placing the Council in a better position.
- He will be attending the Extra Ordinary Area Board meeting regarding the closure of the Purton Recycling Centre, on 20 January – see Min Ref 25.61

25.56 Minutes

Members considered and ADOPTED the minutes of the Parish Council meeting held on 18 November 2025, the minutes were signed by the Chairman

25.57 Wiltshire Councillor Update

- The Wiltshire Council budget is being considered at the end of February, there are issues which may result in the budget not being agreed. The possibilities are that a vote of no confidence could be made, and/or changes in governance.
- Hills Recycling Centre, the potential site identified in Royal Wootton Bassett is no longer an option. Looking for potential sites across the area, the old Creamery at Latton could be a site to be considered.

25.58 Clerk's Report

Members NOTED the report and asked for actions

Community Garden Ivy

Works were completed to clear ivy from the jubilee garden wall. To consider adding to the maintenance contract. CLOSED see minute reference 25.74

PQT 18 November

- a. Resident A asked when the Council would be reviewing the Parish Plan. CLOSED see minute reference 25.76
- b. Resident B asked for contact details to report moss on the pavement between Latton and Cerney Wick. Clerk has contacted and provided the filling link for reports of this kind to Wilts Council. Councillor Newman reported the area is still very slippery and the hedge has grown out over the footpath. The Clerk was requested to contact Parish Steward
- c. Clerk to report the faded road painting noted by Resident B to MyWilts App. Wiltshire Council advised this work is typically carried out 1st April to 30th Sept. The Clerk was requested to contact Wiltshire Council to see if the re-marking is on the maintenance programme for 2026.

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Latton Parish Community Trust At the March meeting, in principle Members agreed to contribute a maximum of £1500 towards the conveyancing fees associated with the new Village Hall Project – subject to Standing Orders and Financial Regulations. CLOSED see minute reference 25.60
Water Eaton Speed Monitor Members agreed in principle to purchase a speed monitor device. Spec and quotes to be obtained. CLOSED see minute reference 25.64
Asset Register Requested 2024-2025 Asset Register. CLOSED see minute reference 25.66
Latton Speedwatch Contact with the new officer at Wiltshire Police, information requested to move the scheme forward. Members asked the Clerk to follow up
Precept 2026-2027 Precept preparation to take place, draft precept to be presented at January meeting for approval. CLOSED see minute reference 25.67
Parish Steward visits Clerk had booked Parish Steward jobs, but WC have advised all Parish Steward visits suspended until further notice due to work load/cold weather implications. CLOSED
Reporting issues Speed bollard damaged on the Street. The bollard belongs to Wiltshire Council, the person who damaged the bollard has been advised to report to Wiltshire Council by telephone or via the MyWilts App. The bollard has been repaired. CLOSED.

- 25.59 **Financial Accounts and Bank Reconciliation**
a. Members NOTED the December 2025 bank balance was £60,077.34 of which £23,951.63 is ringfenced. Members NOTED and APPROVED payments of £8,060.89 (ex. VAT).
b. Members NOTED the opportunity to extend the warranties for the two Speed Indicator Devices (SID's) located on The Street. After discussions, Members AGREED not to extend the warranties, but to add a budget line to the 2027-28 precept for repairs and replacement.
c. Members considered the request to appoint a Councillor to verify bank reconciliations as per 2.6 of the adopted Financial Regulations. Following discussions, Members APPOINTED Councillor Grizzell to undertake the responsibilities for the role.
- 25.60 **Latton Parish Community Trust (LPCT)**
Members NOTED the grant application and accompanying documents. Following discussions, Member RESOLVED to award a grant of £1500 (fifteen hundred pounds) towards the conveyancing costs to transfer the land to the Trust, as this will move forward the provision of a community hall for all the residents. During a Suspension of Standing Orders, WC Dye was asked to comment, he said the Wiltshire Councillor Planning Dept should be pushed forward. Standing Orders were REINSTATED. Following discussion, it was AGREED to ask the LPCT to provide a report for the March meeting and asked to give a presentation at the Annual Parish Meeting.
- 25.61 **Hills Household Recycling Centre - Purton**
Members NOTED the information received, regarding the planned closure in August 2026 of two recycling centres by Wiltshire Council. Councillor K Johnson to attend the extraordinary meeting of the Area Board on 20th January 2026. This meeting is also to discuss changes to the current waste service delivery arrangements.
- 25.62 **Meeting Dates 2026-2027**
Members NOTED and APPROVED the proposed meetings dates.
2026 – 3 March, 12 May – Annual Parish Meeting, Annual Meeting of the Council and Council Meeting, 16 June, 28 July, 1 December. **2027** – 2 February, 23 March.
- 25.63 **Community Infrastructure Funding**
Members NOTED the balance of CIL funding held at 31 March 2025 was £8,697.63.
Members NOTED that the balance remaining must be allocated as the funds are due to expire on 31 March 2026. Members RESOLVED to place any unspent funding into Ear Marked Reserves for Play Equipment.
- 25.64 **Water Eaton Solar Speed Indicator Devices**
Members NOTED and discussed the information and costings supplied by Wiltshire Council to erect the required poles on the C114. Following discussion, Members RESOLVED to

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APPROVE the cost of £911.50 (nine hundred and eleven pounds, 50p) to Wiltshire Council as a contribution to the work required. Members NOTED the specification, and details of the solar speed indicator devices, being the same model as currently installed on The Street. Following discussion, Members RESOLVED to APPROVE the purchase of two solar speed indicator devices at a cost of £4,499.98 ex VAT (four thousand, four hundred and ninety-nine pounds, 98p) costs to be met from the ringfenced Water Eaton Donation Funds of £4,369.00 and the balance to be met from the ringfenced Community Infrastructure Funds. A contingency sum of £250 (two hundred and fifty pounds) was agreed for other requirements to install the devices.

25.65 **Defibrillator, Telephone Kiosk and Bus Shelters**

Members NOTED the report, and following discussion. Members:

- RESOLVED the bus shelters glass should be cleaned twice a year by the Contactor
- AGREED that the defibrillator should be brought back on line as soon as possible
- RESOLVED that an electrician should be contacted to make the necessary repairs to the telephone kiosk as soon as possible
- REQUESTED the Clerk to contact Cricklade Town Council for advice regarding the telephone kiosk paint work, volunteer to look at the door.
- AGREED that a request for a volunteer to keep the inside of the telephone kiosk and the bus shelters should be made

25.66 **Asset Register**

Members NOTED the total value of the Fixed Asset Register of £81,099.00. The Clerk was asked to establish where the strimmer is kept and the RBL Tommy, to enable the Asset Register to be updated in April.

25.67 **Precept 2026-2027**

Members NOTED the report and precept analysis. The Parish Council did not increase the precept in 2025-2026. Following discussions, Members RESOLVED to set a precept for 2026-2027 of £17,192 equating to a Band D of £65.95 an increase of £5.62 = 9.32%.

25.68 **Ear Marked Reserves 2024-2025**

Members NOTED the Ear Marked Reserve balance was £10,855 as at 31 March 2025. The Chairman asked the Clerk to see if the online training on Councillor Essentials/Councillor Fundamentals were still available and what the costs were.

25.69 **Facebook and Website Representation**

Members NOTED the report and following discussions, Members AGREED, that as the Latton Council Facebook page has a very small online presence of 38 followers, whilst Latton Community Village News (LVCN) has 438 followers, it would be more beneficial to the Council and residents to only have one Facebook page to go to for information. The Council would like to post more regular news. During a Suspension of Standing Orders, Councillor Newman asked Wiltshire Councillor Dye, what did Cricklade Town Council put on its website. Wiltshire Councillor Dye responded, Traffic news, road closures, Wiltshire Council and other local news, community group information and lost and found and other local updates. Standing Orders were reinstated. The Council would like to post in the name of the Council, using the Council logo. The Clerk was asked to contact the Administrator of LVCN to see if this was feasible. Members AGREED that the Clerk should work with the website provider to update promote the website in the local community.

25.70 **Certificate of Exemption 2024-2025**

Members NOTED and APPROVED the Certificate of Exemption.

25.71 **Internal Auditor Report 2024-2025**

Members NOTED and ACCEPTED the Internal Auditor's report.

25.72 **Accounting Statements**

- a) Members NOTED and APPROVED the Annual Governance and Accountability Statement (AGAR), Section 1
- b) Members NOTED and APPROVED Accounting Statement – Section 2

25.73

Correspondence

a. Members NOTED the information regarding the Cotswold District Local Plan Review for targeted new homes in the Cotswold District Council Area Application. Councillor Grizzell advised that there was a proposal for 800 new homes in Driffild, the population is currently around 200.

b. Members RECEIVED at 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. The Parish Council had objected to this application. Members requested an update from the Clerk for the March meeting.

c. Members RECEIVED an update from Councillor Newman, regarding the business park on the C114. The Chairman of Castle Eaton Parish Council had informed him that there been a radical increase in HGV lorries using the C114, with HGV lorries queueing to be unloaded, therefore blocking access to other businesses in the park. The Clerk was requested to contact Castle Eaton Parish Council to ask for regular updates on the situation.

25.74

Grounds Maintenance Contract 2026 -2029

Members NOTED the report and following discussions, Members AGREED to add an annual maintenance cut of the ivy in the Jubilee Garden to the existing contract. The Clerk to obtain quotes for the March meeting.

25.75

Community Governance Review (CGR) 2025-2026

Members noted the report inviting councils to the process and the CGR briefing note supplied by Wiltshire Council. It explained that a CRG is a process to provide opportunity to review and make changes to governance arrangements to town and parish councils. The outcome of the review could change the name of a council, it could merge, alter, create or abolish councils, change the size of the area and the number of Councillors. All Councils have been asked to submit a formal response. Following discussion, Members RESOLVED to formally respond to the CRG Committee with -The Council wishes to retain the current boundaries, with no changes to the existing governance arrangements for the Parish of Latton.

Councillor Dye left the meeting

25.76

Parish Plan

Following discussion, Members AGREED to review the document, and submit their thoughts to the Clerk, for discussion at the March meeting.

25.77

Councillor Updates

Cricklade & RWB Area Board	Cllr K Johnson – attending 20 January meeting
Community Area Transport Group	Cllr Lloyd – no update
Speed Indicator Device	Cllr De'witt – no update
Speedwatch & Lorry Watch	Cllr K Johnson -see Clerks Report
Latton Parish Community Trust	Vacant – not yet appointed

25.78

Exclusion of Public and Press

Members RESOLVED that the Public and Press be excluded from the meeting during the consideration of the items in Part 2 of the agenda, this is due to the confidential nature of the items being considered under the Public Bodies Act (Admission of Meetings) Act 1960).

25.79

Staffing Matters

Members NOTED the report and considered the recommendations. Members RESOLVED to implement the recommendations regarding the employment of Tina Jones (costs met from Staffing budgets) and for health and safety training for the Clerk (costs met from the training budget).

Date of Next Meeting –Tuesday 3 March 2026

Meeting Closed at 9.07pm

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Chairman..... Dated.....