

Minutes of the Meeting
Heytesbury Imber & Knook Parish Council
Tuesday 28th July 2026

Membership: Councillors D Bond (Chair)**DB**, K Riggs (Vice Chair)**KR**, S Buttenshaw **SB**, J Dando**JD**, A Kennedy **AK**, S King **SK**, A Moore **AM**, L Morris **LM**, R Rickcord **RR**, and S Smith **SS**.

Present: Cllrs Bond, Riggs, Buttenshaw, Dando, Kennedy, King, Moore, Morris and Rickcord

Officers: Locum Clerk, H Parks

Public & Press: 9 members of the public and no press.

040. Apologies

Apologies received from Councillor Smith.

041. Minutes

041.1 The minutes of the Parish Council meeting held on Tuesday 30th June 2026, previously circulated, were approved.

041.2 **To note** any matters arising from the minutes of the meeting held on Tuesday 30th June 2026.

- i. **Thanks** were extended to Councillor Buttenshaw who stepped in to manage administration when the Clerk moved onto her new post.
- ii. **Best Kept village** – the Parish Council did not submit an entry this year.
- iii. **Local Highways Footpaths Improvement Group (LHFIG)** there are several changes to the finance and workings of the group. In future, all requests are to be fully investigated before being submitted to the group. This is to save experienced officers time on schemes that may not fit Highway Law/rules.
Bus Stops will come under a separate “Bus Stop Site”
- iv. **Area Board** meeting was attended by Councillor Bond. It was very interesting and the updated process regarding funding was that grants were reduced to a maximum of £2.5k. Youth projects £5k. All are normally match funded by the applicants.
Speed Limit procedures, a change to the process which has been circulated to members.

42. Declarations of Interest

None

Signed.....

43. Chairman's Announcements

A welcome to Locum Clerk Heather Parks, the staffing committee would be asked to formalise the arrangements and formally advertise for a new Clerk.

Standing Orders were suspended at 7.09pm to allow for public participation

44. Public Participation

044.1 **TS** asked questions regarding the Parish Steward following comments seen on the Hub which related to the state of the village. Could we have a clean up day?

DS asked a question about the Angel and when would work be completed? We don't seem to know what is happening and the area looks an eyesore. Could the Parish Council write to the owner to seek answers.

RM was also concerned about the state of The Angel and felt that this lack of progress is for other reasons.

JB was concerned that another accident had happened at the Knook junction. The sight line is difficult, and the diversion of vehicles is not dealt with properly. The village again became gridlocked. What can the Parish Council do?

Members suggested that continued lobbying of their representatives would be appropriate and Dr Andrew Murrison's contact details were andrew.murrison.mp@parliament.uk

044.2 **To receive** any petitions or deputations
There were none

Standing Orders were reinstated following public participation at 7.26pm

045. Financial Information

045.1 **Balances of the Bank Accounts for noting:**

Money is tight at present and it was thought that work on the play area should be paused until this year's annual report was received and the second tranche of the precept was received.

Treasurers Account 30 June 2026 £2,038.13

Instant Access Account on 30 June 2026 £19,021.23

Noted

045.2 **Payments made for approval:**

Peninsular had been given 90 days notice and this would expire on the 30 October 2026.

The payment detailed below to HMRC will be investigated as members were not sure who this related to.

The following payments were approved, proposed Councillor Riggs, Seconded Councillor Morris. Voting unanimous in favour.

Signed.....

01.06.26	The Upper Wylde Parish News	£100.00
01.06.26	Peninsular Business	£245.70
01.06.26	HMRC	£597.97
02.06.26	ID Verde Ltd	£185.85
04.06.26	Auditing Solutions	£432.00
18.06.26	Martin Champness Nt & Tidy	£600.00
23.06.26	Bank Charges	£ 4.25
24.06.26	Labara Mobile	£ 5.00
25.06.26	Salary	£520.36
30.06.26	Peninsular Business	£245.70

045.3 To note receipt of income

11.06.26	Transfer from Savings Account	£2,500.00
11.06.26	Bank Interest on	£ 8.55

Noted

046. Annual Audit Report

Members ratified the decision in reference to the AGAR that this should be an exempt return and the relevant form issued to complete. Proposed Councillor Morris, Seconded Councillor Buttenshaw. Voting unanimous in favour. Agreement had been reached by email. The Clerk would submit the newly signed form to the external auditor.

047. Planning Applications

047.1 Applications received and/or for comment:

[PL/2026/03948](#) Sycamore Tree Reduction

[PL/2026/03752](#) Addition of Stable Block

Members ratified the decision to submit No Objection to both applications. Proposed Councillor Dando, Seconded Councillor Rickord, voting unanimous in favour.

[PL/2026/04178](#) Application for works to nine trees. Proposed No Objection by Councillor King, Seconded Councillor Rickord, voting unanimous in favour.

047.2 Appeal regarding planning application PL/2026/0156, proposed development of sewage treatment plant, Hospital of St John. Appeal not yet announced.
Noted.

048. Parish Community Awareness Session – discussion

Councillor Dando reported that the event will take place on Saturday 5th September between 2pm – 4pm at the church. Local advertisers have been contacted to see if they would like to come along. An Email will go out to local clubs & societies to invite and encourage them to have a space. The Parish Council will also set up a table for the event. The local Wiltshire Council member will be invited as well as the local MP Dr Andrew Murrison. Flyers will be prepared to circulate around the village in the next couple of weeks. Councillor King would encourage and invite local businesses in Tytherington.

Signed.....

049. Parish Steward – update

There has not been any activity from a Steward for months in the village and it is noticeable. There have been several derogatory comments on the village hub, particularly about weeds. Often owners would normally clear the weeds outside their own properties.

It was suggested that the Parish Council organise a village tidy.

The Village church volunteers are reducing in numbers and concentrating on the churchyard and not the external wall which needs weeding.

Members discussed how to get more volunteers to deal with litter picking, cleaning bus shelters and clearing gullies.

It was agreed to arrange a working party morning, choose a date and publicise.

Councillor Riggs would organise. Details to be put on the Hub.

The Clerk will keep members informed of any progress with Parish Steward support.

**050. Emails shared with Councillors
Noted**

Meeting Closed at 7.50pm

Next Meeting: Tuesday 29th September 2026 at 7pm

Signed.....