

TOCKENHAM PARISH COUNCIL

November 2026

Dear Councillor,

You are summoned to a Meeting of the **Tockenham Parish Council**, which will be held on **Wednesday 4th November 2026** at 7:00p.m. in the Village Hall.

Emily Bourne

Emily Bourne
Tockenham Parish Clerk

NOTICE OF MEETING – Public Notice of the meeting is given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972.

Public Question Time – an opportunity for members of the public to address the Council on any Council matter before the meeting commences. (Limited to 10 minutes)

Reports from Wiltshire Councillor

AGENDA

1. Apologies for absence.

Councillor Ian Carter has given his apologies for the meeting.

2. Declaration(s) of Interest - In accordance with the Parish Councils (Model Code of Conduct) Order 2001 and revised (Model Code of Conduct) Order 2007.

3. Minutes (2nd September 2026) – Members had previously been circulated with the draft minutes and notes.

The Council to approve as a true record the Minutes of the Parish Council Meeting held on 2nd September 2026.

4. Clerk's Report

All previously circulated, items sent for information only and will not be discussed at meeting unless any queries:-

- Urgent closure of Greenway (part), Tockenham (08/09/26) – 26th August 2026
- Wiltshire Council Town and Parish Council Update – 26th August 2026
- WALC – August 2026 Newsletter – 26th August 2026
- NALC Survey – 27th August 2026
- Ask the Network Bulletin – 27th August 2026
- Wiltshire Council Town and Parish Council Update – 27th August 2026

- PCC reaffirms commitment to tackling hare coursing following court hearing – 28th August 2026
- Wiltshire Council Latest News – 28th August 2026
- Urgent closure of South West from junction Cheeseley Hill to Sodom Lane, Brinkworth (10/09/2026) – 28th August 2026
- Lime Down Solar Project – 1st September 2026
- Wiltshire Local Pla Scoping Consultation – 2nd September 2026
- Invitation to WVHA networking event – 2nd September 2036
- Briefing note 26-17; Winter resilience support and emergency preparedness update – 2nd September 2026
- TTRN A3102 (Part), South View, Lyneham (08.09.26 – 11.09.26) – 3rd September 2026
- AB Chair – 4th September 2026
- Wiltshire Council Town and Parish Council Update – 4th September 2026
- Wiltshire Council Latest News – 4th September 2026
- PEAS and salt/grit bins – 8th September 2026
- Fundraising concert for Wiltshire Bobby Van – 8th September 2026
- Invitation to the WALC Annual General Meeting – 8th September 2026
- Last chance to have your say on the future of policy – 8th September 2026
- Wiltshire Council Town and Parish Council Update – 8th September 2026
- Agenda for Northern area planning committee – 8th September 2026
- Roundup for the RWB&C Community Care Group – 9th September 2026
- WALC Conference October 6th – 10th September 2026
- RWB & Cricklade LHFIF meeting 7th October – 10th September 2026
- Flood warden lunch and learn session – 10th September 2026
- Supplement 1 to the agenda for Northern area planning committee – 11th September 2026
- Training Bulletin – 11th September 2026
- Wiltshire Council Town and Parish Council Update – 11th September 2026
- Wiltshire Council Latest News – 11th September 2026
- PL/2024/07098 – Land to the north of 34 – 39 Clyffe Pypard, SN4 7PY – APP/Y3940/W/25/3364716 – 16th September 2026
- Wiltshire Council Town and Parish Council Update – 18th September 2026
- Wiltshire Council Latest News – 18th September 2026
- From the PCC's desk: keeping councillors informed – issue #22 – 22nd September 2026
- Please complete National Allotment Survey – 23rd September 2026
- SSER Resilience – 23rd September 2026
- PCC urges public to report signs of organised crime in their communities – 23rd September 2026
- PCC welcomes specialist rape courts announcement but seeks clarity on local delivery – 23rd September 2026

- Casual vacancy freeze and electoral register 26-17 application form – 23rd September 2026
- WALC – September 2026 Newsletter – 23rd September 2026
- Wiltshire Council Town and Parish Council Update – 25th September 2026
- Wiltshire Council Latest news – 25th September 2026
- Minutes for Northern area planning committee – 28th September 2026
- Revised Invitation; WALC Annual General Meeting – 28th September 2026
- Royal Wootton Bassett and Cricklade Area Board – 29th September 2026
- Temporary closure of: C130 (part), Tockenham (23.11.2026) – 29th September 2026
- Proposed traffic regulation order – 30th September 2026
- Route 55 superbuss installation update – 30th September 2026
- Briefing notes 26-18, 26-19, 26-20, 26-21; from the community engagement and partnership team – 1st October 2026
- Royal Wootton Bassett & Cricklade LHFIF pre meeting notes and final update – 1st October 2026
- Enforcement of 7.5t weight limits – 1st October 2026
- Wiltshire Council Latest News – 2nd October 2026
- Wiltshire residents reassured as support for victims strengthened following prisoner release changes – 2nd October 2026
- Emergency contract hubs engagement 2026 – 2nd October 2026
- Autumn Dragonfly magazine – 5th October 2026
- TTRN urgent closure of C76 (part), Brinkworth (06.10.26 – 08.10.26) – 5th October 2026
- Road safety update for Royal Wootton Bassett and Cricklade – 6th October 2026
- Agenda of northern area planning committee – 6th October 2026
- Public survey reveals strong support for retaining local policing in Wiltshire and Swindon – 6th October 2026
- Environment Agency Flood Awareness week and hazard house demonstrations – 6th October 2026
- Supplement 1 – Updated committee report for item 7 – 8th October 2026
- Invitation to attend Wiltshire Neighbourhood watch association annual general meeting – 8th October 2026
- Wiltshire Council Latest News – 9th October 2026
- Notes and financial update – RWB & Cricklade LHFIF meeting – 12th October 2026
- An opportunity to apply to become an independent co-opted member of the Wiltshire Council Audit and Governance Committee – 13th October 2026
- Planning city, Town and Parish Council Forum – 14th October 2026
- Training Bulletin – 14th October 2026
- Briefing Note 26-22; Service devolution & asset transfer policy – 15th October 2026
- WALC Environment Network: community resilience in a changing climate – 16th October 2026

- Wiltshire Council Latest News – 16th October 2026
- TTRN urgent closure of C123 (part), Clyffe Pypard (16.10.26 – 20.10.26) – 16th October 2026
- Martyn's Law – update from the security industry authority – 19th October 2026
- Agenda for Royal Wootton Bassett and Cricklade Area Board – 20th October 2026
- Agenda supplement 1 to the Agenda for Royal Wootton Bassett and Cricklade Area Board – 20th October 2026
- Agenda supplement 2 to the Agenda for Royal Wootton Bassett and Cricklade Area Board – 20th October 2026
- Briefing Note no. 26-23: St Stephen's multi-storey car park, Trowbridge, agreement signed – 21st October 2026
- Wiltshire Council Town and Parish Council Update – 21st October 2026
- WVHA Networking event – 22nd October 2026
- Reminder and update regarding WALC AGM next Wednesday – 22nd October 2025
- WALC – October 2026 Newsletter – 22nd October 2026
- Flooding, watercourse maintenance and riparian responsibilities – 23rd October 2026
- Wiltshire Council Town and Parish Council Update – 23rd October 2026
- Wiltshire Council Latest News – 23rd October 2026
- Wiltshire Council Town and Parish Council Update – 26th October 2026
- Figures show rise in violence, stalking and sexual offences despite Wiltshire's low crime rate – 27th October 2026
- WALC Finance Seminar 2026 – 28th October 2026
- Wiltshire and Hampshire Flood Wardens – 28th October 2026

Other items for discussion; all previously circulated: -

- Greenway & Preston Lane Drainage Improvements – 21st October 2026

5. Planning

APP/Y3940/W/25/3364716

PL/2024/07098

Land to the North of 34 – 39 Clyffe Pypard, SN4 7PY

Change of use of land to form a 3 pitch traveller caravan site, with erection of day room and boundary fencing with access from Clyffe Pypard (Resubmission of PL/2023/10812)

Appeal under Section 78

Representations to be received by 11th May 2026

Short URL: <https://shorturl.at/tOhz8>

Change of date and venue, new details: 10am on Tuesday 20th October at Bushton & Clyffe Pypard Village Hall, Bushton, Nr Royal Wootton Bassett, Swindon, SN4 7PX.

PL/2026/02600 (linked to previous applications PL/2026/01193 and ENF/2025/00570)

Amended Plans / Additional Information Received – 23rd July 2026

Haresbrook Farm, Greenway, Tockenham, Swindon, SN4 7PW

Application Type: Full Planning Permission

- (1) The permanent retention of existing hardstanding at the site entrance (retrospective);
- (2) The construction of a hard standing extension from (1) to the recently permitted agricultural building (Ref PL/2026/01193);
- (3) A replacement market gardening potting tool shed and wash station;
- (4) A replacement polytunnel.

Consultation Date: 7th August 2026

Short URL: <https://shorturl.at/0bHLp>

Decision: Approve with conditions

PL/2026/04103

25 Primrose Hill, Tockenham, Swindon, SN4 7PG

Application Type: Lawful development: Existing use

Certificate of lawfulness for existing as-built side and rear extension to the dwellinghouse at 25 Primrose Hill

Consultation Date: 11th August 2026

Short URL: <https://shorturl.at/RNJ9O>

Decision: Approved

6. Finance and Administration

To consider financial matters; documents circulated to Councillors before meeting.

Council to approve for payment: -

Retrospective Items:-

- Lloyds Bank charges (October) - £4.25

Invoices to be approved:-

- Lloyds Bank charges (November) - £4.25
- Clerk's Salary - £387.18
- HMRC for Clerk's salary – no payment due this month. Tockenham Parish Council remains in credit with HMRC.
- E Bourne - £1.20 for David Barnes Community Hall Trust website (06/09/2026 to 05/10/2026)
- E Bourne - £3 for David Barnes Community Hall Trust emails (21/09/26 to 20/10/26)
- E Bourne - £1.20 for David Barnes Community Hall Trust website (06/10/26 to 05/11/26)
- E Bourne - £3 for David Barnes Community Hall Trust emails (21/10/26 to 20/11/26)
- Information Commissioners Office Annual Data Protection Fee - £47 (£52 fee with a £5 reduction by paying with direct debit; to be taken by direct debt on/around 29th November 2026)
- J Marshall - £24 for village flowers

Agreement is sought for the following items:-

- Remembrance wreath – approximately £25
- Emergency Plan Supplies; including light for shed, weights to hold down generators

and spare AA batteries. Further information to be provided by Councillor Kevin Woolnough.

To note the income of £7,500 being the second instalment of the precept.

To note the bank balance £36,561.24 as at 01/10/2026

7. Draft Budget 2027/28 (Appendix A)

Members are asked to discuss and approve the draft budget for 2026/27.

8. Tockenham Village Website

The Tockenham Village Website will not be renewed and will expire at the end of 2027. Most of the information on the website is contained elsewhere however there is a suggestion that the history of the village be re-homed onto the Parish Council website.

9. Neighbourhood Plan

A Neighbourhood Plan gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local community. The Neighbourhood Plan sits alongside the Local Plan prepared by Wiltshire Council. Decisions on planning applications will be made using both the Local Plan and Neighbourhood Plan, and any other material considerations. Tockenham's current Neighbourhood Plan runs from 2019 to 2026.

10. Highway Matters

- Highways Annex table (Appendix B)

Update from Councillor Kevin Woolnough.

- Wiltshire Council Bus Stop improvement plan

Update from Councillor Kevin Woolnough.

11. Playing Field / Play Area

- Playing Equipment Annual Inspection

Update from Councillor Julie Marshall.

- Christmas Tree Fund Raising

A coffee and cake fund raising event was arranged for Saturday 24th October 2026; update from Councillor Kevin Woolnough.

12. Rights of Way

- Arrow missing from post opposite track entrance

Update from Councillor Ian Carter.

- Blocked path at Becketts Copse

Wiltshire Council were due to clear the blocked path in September 2026; update from Councillor Ian Carter / Councillor Diana Kirby.

- **Autumn Litter Pick**

The autumn litter pick was arranged for Saturday 31st October 2026; update from Councillor Ian Carter.

13. Tockenham Emergency Community Hub (ECH) Update

Update from Councillor Kevin Woolnough.

14. David Barnes Community Hall Trust

- **Transfer of the Village Hall – Legal Fees**

Lawyers have been instructed in relation to the transfer of the Village Hall into the ownership of The David Barnes Community Trust. At an Extraordinary Meeting of Tockenham Parish Council held on 13th October 2025 the Council resolved to appoint a firm of solicitors to undertake the legal work in relation to the transfer; at an estimate of £2,100 to £2,500 and further resolved to contribute 50%; the with the remaining 50% being paid by the Village Hall Committee. At the Parish Council meeting on 20th May 2026; Tockenham Parish Council's contribution to the said legal fees totalled £1,282.07. In addition, Tockenham Parish Council agrees to pay the disbursements required in connection to the acquisition.

Whilst work is not yet complete the solicitors have capped the bill for the work carried out (up to 11th October 2026) to £3,500 plus VAT. For the ongoing works in relation to the transfer of the village hall the solicitors wish to charge at an hourly rate of £260 plus VAT. Disbursements are in addition to this figure.

Members are asked to discuss and approve the payment of the proposed revised legal fees for the solicitors acting in relation to the transfer of the village hall for the period up to and including 11th October 2026 in the sum of £3,500 plus VAT. Members should note disbursements are in addition to this fee.

- **Bank Account**

Update from Councillor Kevin Woolnough.

15. Tockenham War Memorial

Update from Councillor Janet Nicholls.

- **Grass Mowing and Strimmer**

General update from Councillor Diana Kirby and Councillor Julie Marshall.

16. Councillor reports

None.

17. Date of Next Parish Meeting: 6th January 2027

Dates for future meetings:-

17th March 2027 – Cllr Julie Marshall has given her apologies for this meeting.

Annual Parish Meeting: 7th April 2027

Annual Parish Council Meeting: 5th May 2027