

CODFORD PARISH COUNCIL

Agenda the Parish Council Meeting to be held in the Village Hall

Monday 27 July 2026 at 7pm

All Parish Council Meetings are open to the Public and Press
To All Members of Codford Parish Council

Dear Councillor,

You are summoned to a meeting of Codford Parish Council, in the Village on Monday 27th July at 7 pm. The meeting will consider the items set out below.

If any members of the public wish to attend and make a statement or raise a question at the meeting, they should contact the Clerk before the meeting. Email: clerk@codfordpc.org.uk or phone 01985850523. The Clerk will then guide you through the process the meeting will take and assist you with any GDPR requirements.

Parish Council is asked to note that in the exercise of their functions they must take note of the following: Equal opportunities (race, gender, sexual orientation, marital status, and any disability; Crime and Disorder, Health and Safety and Human Rights).

Before the meeting there will be a public session to enable the public to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

Photographing, recording, broadcasting, or transmitting the proceedings of a meeting by any means is permitted under the openness of local Government Regulations 2014 (England Only). A person may not orally report or comment about a meeting as it takes place if he is present during the meeting of a parish council or its committees but otherwise may:

- Film, photograph or make an audio recording of a meeting.
- Use any other means for enabling persons not present to see or hear proceedings at a meeting of a parish council as it takes place or later.
- Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

However, anyone wishing to do so must speak to the Clerk prior to the meeting as there is policy and General Data Protection Regulations 2018 which must be followed. Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk (01985 850523) email address (clerk@codfordpc.org.uk) at least 24 hours before the meeting so that every effort may be made to provide access.



Karungi Grant
Parish Clerk
21st July 2026

Standing Orders will be suspended to allow for public participation

Public Participation

This section (at the Chairman's discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced. Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.

Standing Orders will be reinstated following public participation

AGENDA

1. Members: Councillors T Thornton, C Brayne, N Carpenter, S Dorrington, S Howe, M Hutching, L Platt, B Smith and D Williams

2. Election of vice chairman LGA 1972 ss 15 & 34

3. Changes to Publication of Members' Home Addresses in Registers of Interest Localism Act 2011

To note the legislative change that came into force on 29 June 2026 under Section 32A of the Localism Act 2011, which prohibits the publication of a councillor's usual residential address in the public Register of Interests or on any public-facing council webpages or documents, unless the councillor has made a written request for their address to be published.

4. Apologies for Absence

5. Dispensations

Council is asked to discuss any

6. Declarations of Interest

To receive declarations of interest from councillors in respect of items on the agenda.

7. Exclusion of the Press and Public

Clerk advises Council that there are no items that the Press, and Public will need to be excluded on the agenda.

8. Approval of Minutes

To approve the minutes of the previous meeting held on 5th May 2026

9. Reports from Unitary Councillor/Councillors/Chair

10. Adoption of the General Power of Competence

To consider and resolve that Codford Parish Council meets the eligibility criteria to exercise the General Power of Competence, as set out in the Localism Act 2011 and the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

Councillors to note:

1. At least two-thirds of the Council are elected members.
2. The Clerk holds the required qualification (CiLCA).
3. The Council is therefore eligible to adopt the General Power of Competence.

11. Matters Arising from previous minutes

Chairman to address and resolve matters from previous council meeting

- Waste bins signs
- Youth provision update

12. Finance Matters

12.1. Approval and reconciliation of Parish Accounts Accounts Internal Audit Accounts & Audit Regulations 2003 reg 2

Council is asked to approve the accounts. The Bank balance as of the 21 July 2026 is £12,467.49

12.2. Payments LGA 1972 s150 (5)

To review and approve the items of expenditure listed below:

APRIL

BANK SERVICE CHARGES	£4.25
EMERGENCY HUB – KEY BOX	£18.26
CLERK EXPENSES	£312

MAY

ANZAC – PIPER & BUGLER	£200
SCRIBE	£37.20
EMERGENCY HUB STATIONARY	£45.40
PC STATIONARY	£24.73
EXPENSES	£76.3
PCC CODFORD ST MARYS	£900
MAY WAGE	£663.43
BANK SERVICE CHARGES	£4.25

JUNE

WALC	£367.96
SCRIBE	£37.20
HMRC	£76.64
COMMUNITY FIRST INSURANCE	£163.70
JUNE WAGE	£663.43
BANK SERVICE CHARGES	£4.25

JULY

HMRC	£71.20
COMMUNITY FIRST INSURANCE	£48.50
SCRIBE	£37.20
JULY WAGE	£663.43

12.3. Receipts

To note receipt of income

Community Website subs	£20
VAT Return	£3,512.78

12.4 Expenses Claim

To note that the Clerk has completed and submitted the Expenses form for postage (VAT return claim) and DBS check for the clerk; £76.30, checked and signed by Cllrs Brayne & Thornton on 11/05/2026

12.5. Approval of the asset register.

To review and approve the updated Asset Register for the current financial year.

12.6. PC Insurance Renewal

To note that the insurance premium for the above policy; £212.20 for the 3 year LTA, due on 1 June, has been paid.

13. Review of Policies and Procedures

To adopt the following Policy:

1. Training and Development Policy
2. Grant Awarding Policy
3. Statement of Internal Control – To appoint two councillors who will undertake the annual review.

14. Planning Application Consultation (Town and Country Planning Act 1990. Town and Country Planning (Development Management Procedure) Order 2015

14.1 Application No: PL/2026/03104

Proposal: An agricultural building to be used as a farm workshop.

Site: Auckland Farm, Chitterne Road, Codford St Mary, BA12 0LY

Please note that in planning matters the parish council acts as the consultee of the Principal Authority. The principal authority being the deciding body, parishioners can make their comments directly to the authority.

15. Parish Steward

To agree to a list for the next Parish Steward visit. To get an update on jobs completed since the last meeting.

16. Gateways – Chitterne Road

To consider whether the Parish Council wishes to pursue installing a gateway feature at the point where the speed limit changes from NSL to 30mph.

17. Street Lighting Request – Salisbury Road (A36 Junction)

To consider communication from LHFIF regarding the feasibility, costs, and implications of installing a new streetlight near the first property off the A36, and to consider next steps.

Standard street lighting column: Estimated cost approx. £30,000 due to the distance from the nearest power source and trenching required along the footway. This is not considered financially viable for LHFIF or the Parish Council.

Solar street lighting column: Estimated cost approx. £7,000 (Parish Council contribution 25% = £1,750; LHFIF 75% = £5,250).

PC is advised that installing street lighting at this location would require the removal of existing 30mph repeater signs along this section of Salisbury Road, as repeaters are not permitted where a system of street lighting exists.

18. Bleed kit

To further discuss following email with additional information, from resident.

19. Codford Salisbury Road street lighting

To review information from Wiltshire Council's Street Lighting Team regarding the feasibility and costs of installing a new streetlight near the first property off the A36, and to consider next steps.

20. Survey Results: Salisbury Road and Chitterne Road

To update on the Traffic Survey Results.

Salisbury Road, Codford (19 February–3 March 2026) recorded 9,519 vehicles, with most drivers travelling at sensible speeds. The average speed was between 26–28 mph, and the 85th percentile speed—a standard

measure of the faster drivers—was 31.5 mph, only slightly above the 30 mph limit. Around 25.7% of vehicles were recorded exceeding the limit, meaning roughly one in four drivers were going too fast, but the majority remained compliant. Traffic levels were balanced in both directions and mainly made up of cars, with a mix of light goods vehicles and a smaller number of HGVs and buses. Overall, the data suggests some speeding does occur, but there is no evidence of a serious or widespread speeding issue on this stretch of road.

Chitterne Road, Codford (19 February–3 March 2026) recorded 4,779 vehicles in total, with flows split evenly between directions. Despite the 60 mph national speed limit, vehicle speeds were very low, with a combined 85th-percentile speed of 34.26 mph and average speeds around 27 mph. No vehicles exceeded the speed limit during the survey. Most traffic consisted of cars (3,468), with smaller numbers of LGVs, HGVs, motorcycles, and buses. Overall, the data shows a quiet rural road where drivers naturally travel well below the posted limit.

21. Parish Emergency Assistance Scheme (PEAS) 2026/27 – Application and Winter Planning

To consider preparations for the 2026/27 winter season and to review current PEAS stock levels and confirm any equipment requirements before the submission deadline of 31 August.

22. Parish Council Notice Boards

To note that all Parish Council notice boards require maintenance and to consider approving a budget for their repair or replacement.

23. Meetings

1. LHFIC

Thursday 18th June 10am,

Wednesday 11th November 2026 10am, and

Thursday 4th March 2027 10am

2. Warminster Area Board

2nd July 7pm and

19th November 7pm

24. Correspondence

Emails to Councillors:

- Fire and Rescue proposed closures, to stop this your help is needed (14/05/26)
- Temporary Closure of: Church Lane (Part), Codford (14.07.2026) (15/05/26)
- Town and Parish Council update: Wiltshire Community Lottery launched and Digital Phones Switchover (19/05/26)
- Parish Council Grant (19/05/26)
- Invitation: Wiltshire & Swindon Road Safety Seminar – 17 July 2026 (19/05/26)
- Urgent closure of Cherry Orchard (Part), Codford 29/05/26 Warminster Area Board permit UK200-EDPATBD25192057 (19/05/26)
- National Highways: A36 Norton Bavant (22/05/26)
- Briefing Note 26-06, Community Governance Review (22/05/26)
- Notice of Withdrawal of Wiltshire Local Plan Pre-Submission Draft 2020-2038 (Regulation 19) (22/05/26)
- Codford Salisbury Road street lighting (04/06/2026)
- Sherrington Footbridge Collapse (04/06/26)
- Wiltshire Council Bus Infrastructure Plans (04/06/26)
- Briefing Note 26-08: Crisis and Resilience Fund Update (19/06/26)
- Example of gateways(19/06/26)
- Notification of Variation of Wiltshire Council's Enhance Partnership Plan and Scheme (23/06/26)

- Registers of Interest – ACTION REQUIRED (01/07/26)
- Bus Infrastructure Programme - Briefings and Information sent to TC, PC & Cllrs along with slide presentation 24/6/26 and 1/7/26 (06/07/26)
- Final Reminder – Wiltshire & Swindon Road Safety Seminar, 17 July (10/07/26)
- Wiltshire Police and Crime Panel Co-opted Member Role Advert (10/07/26)
- A303 eastbound and westbound: A303 Wylle resurfacing - Overnight works (13/07/26)
- Briefing Note 26-09: Update on the Future Energy Landscapes (FEL) project: exploring community-owned renewable energy (13/07/26)
- Wiltshire Police summer demand update (13/07/26)
- Briefing Note 26-10: Neighbourhood Planning Update July 2026 (10/07/26)
- Briefing Note 26-11 National Scheme of Delegation of Planning Functions (NSD) (13/07/26)
- Mobile Coverage Survey: Support Needed from Parish and Town Councils (15/07/26)
- 2026 Speed Limit Policy (26/07/26)

25. Notice of items to be taken into consideration at the next meeting.

Councillors are asked to highlight any further items.

If Councillors have been approached by parishioners with an issue/item for Council to investigate, please can Councillors send it to the Clerk within 6 clear days of the next meeting. If Councillors wish motions to be included on the next Agenda, they need to be sent to the Clerk before the next meeting as per Standing Orders. Standing Orders 9. Motions for a meeting that require written notice to be given to the Proper Officer

26. Date of the next meeting – 7th September

Meeting dates for 2026: 19th October and 30th November

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