

**MINUTES OF A MEETING OF THE SAVERNAKE PARISH COUNCIL 15<sup>TH</sup> JANUARY 2025**  
**MEETING HELD AT THE MARLBOROUGH COMMUNITY & YOUTH CENTRE, ST MARGARET'S MEAD**

**PRESENT**

Guy Singleton (Chairman) (GS)  
 Martin Phipps (MP)  
 Nigel Eayrs (NE)  
 Nikki Boutal (NB)  
 Andrew Smithson (AS)

Councillor  
 Councillor  
 Councillor  
 Councillor  
 Councillor

Suzie Singleton (SS)  
 Caroline Thomas (CT)  
 Guy Wealthall (GW)

Parishioner & Minute Taker  
 Wiltshire Councillor  
 Candidate for Wiltshire Council

ITEM		ACTION
<b>1</b>	<b>APOLOGIES</b>  None	
<b>2</b>	<b>DECLARATIONS OF INTEREST</b>  There were no declarations of interest.	
<b>3</b>	<b>APPROVAL OF MINUTES</b>  The minutes of the meeting on 16 <sup>th</sup> October 2024 were approved. A copy will be uploaded to the SPC website.	GS/SS
<b>4</b>	<b>MATTERS ARISING FROM PREVIOUS MEETINGS</b> <ul style="list-style-type: none"> <li><u>Policies</u> MP had produced Hot Weather and Flooding Plans to accompany the existing Cold Weather Report. These had been circulated among the councillors for their review, along with all the other policies.  NE reminded all councillors that that all the Council's Policies needed to be reviewed and updated on the website by the end of January.  Some councillors had already confirmed that they were happy with what had been published and the others would do so by email within the week following the meeting.  <i>Post meeting note: All councillors confirmed that they had reviewed the policies and confirmed that no further amendments were required. They were all uploaded to the website.</i></li> </ul>	All/SS

ITEM		ACTION
5	<p><b>CRIME UPDATE</b></p> <p>GS had forwarded the Crime Report covering the 4<sup>th</sup> quarter of 2024 provided by the police to the other councillors. It showed that there had been no crimes reported to the police within the Savernake area during that time.</p> <p>The Police update listed Community Consultations over the next few months at The Royal Oak, Wootton Rivers, Great Bedwyn and Bouverie Hall, Pewsey.</p>	
5	<p><b>PLANNING UPDATE</b></p> <p><u>24/09312 – Tottenham House</u> It was agreed that no comment needed to be made on Tottenham House Planning Applications unless they impinged on the Parish. AS had spoken to the planning office and was happy with the proposals</p> <p><u>24/09448 – Agricultural building at Levett’s Farm</u> SPC had objected to this application in that “[it] strongly feels that any additional dwelling on the site should be ancillary to Levett’s Farmhouse, and not capable of being sold or occupied as a separate independent dwelling” It was noted that Wiltshire Council had since refused this application.</p>	
7	<p><b>FOREST LIAISON OFFICER REPORT</b></p> <p>An update is attached to these Minutes.</p>	
8	<p><b>FINANCE OFFICER’S REPORT</b></p> <p><b>Banking</b></p> <ul style="list-style-type: none"> <li>- Since the last meeting, <ul style="list-style-type: none"> <li>a) Payments made / received: 21Oct -£50.00 – SMH Singleton – Secretarial services</li> <li>b) Invoices received, in the process of payment: Due 12Nov -£200.76 – TEEC – Website hosting</li> </ul> </li> <li>- Total funds at date of meeting are £ 6,025 and are held as follows: Payments a/c : £ 258.55 Interest a/c : £ 5,766.34</li> </ul> <p><b>Accounts</b></p> <ul style="list-style-type: none"> <li>- Total funds at date of meeting are as follows: Precept a/c : £ 6,024.89 CIL a/c : £ 0.00</li> </ul>	

ITEM		ACTION
	<p><b>Budgeting</b></p> <ul style="list-style-type: none"> <li>- Precept account: Expenses this year (2024-25) to date are £571.01 (44% of Income)</li> <li>- CIL account: No additional funds have been received and no additional payments made, funds are currently zero.</li> </ul> <p><b>Review: Responsibilities / Policies / Risk Register</b></p> <ul style="list-style-type: none"> <li>- Required as part of the annual audit process.</li> <li>- To be reviewed prior to the meeting by all Councillors and any potential amendments discussed / confirmed in the meeting.</li> </ul> <p><b>Precept</b></p> <ul style="list-style-type: none"> <li>- Circulated before the meeting for review by all Councillors: Current year forecast / Next year proposed budget / Next year proposed precept</li> <li>- Discussed and confirmed in the meeting</li> <li>- Precept Requirement to be submitted to Wiltshire Council before 20<sup>th</sup> January 2025.</li> </ul> <p>There was some discussion regarding the next year's precept, and it was agreed to leave it at the same figure as for the previous financial year - £1,300.00. NE will send GS the relevant form to submit to WC.</p>	
9	<p><b>PARISH COUNCIL ELECTIONS</b></p> <p>Election day will be on 1<sup>st</sup> May 2025.</p> <p>All councillors who are willing to stand again are required to complete nomination forms which must be hand delivered to Trowbridge.</p> <p>Once the forms are available they will be distributed to each councillor to complete. It is hoped that one person will be able to collect them all up to taken them to Trowbridge in one trip.</p>	GS/SS
10	<p><b>WEBSITE</b></p> <ul style="list-style-type: none"> <li>• <u>Website updates</u></li> </ul> <p>NB had been in touch with TEEC who host the parish website to enquire after the sharp increase in the hosting fees. She had discovered that TEEC had been undercharging for some time, and that the new fee reflected what it should have been plus a percentage rise.</p>	NB

ITEM		ACTION
11	<p><b>PARISH STEWARD</b></p> <p>GS reported that the Parish Steward had been in Cadley that day, as he and SS had seen him when on their way to a meeting. At it happened, on their return the Steward was just returning and had pulled into Cadley so GS was able to catch up with him and discuss his progress.</p> <p>It was noted that the councillors had not appeared to have been notified about the Parish Steward schedules for some time. CT provided some of the upcoming dates, January 15<sup>th</sup>, February 13<sup>th</sup> and March 13<sup>th</sup>.</p> <p><i>Post meeting note: This was investigated further and it became apparent that the email with the 2025 schedules had gone into the spam email folder.</i></p> <p>It was generally not considered too much of a problem as the Steward had a routine covering various problem areas within the parish, and GS was able to let him know if anything in particular needed to be attended to.</p> <p>It was agreed that GS would add the other councillors to the WhatsApp group with the Parish Steward so that they could also report any problems they had noticed and see the results of his work.</p>	GS
12	<p><b>FOOTPATHS</b></p> <ul style="list-style-type: none"> <li> <p><u>Footpath on A345 verge</u></p> <p>A member of the public had contacted both SPC and Wilcot &amp; Huish Parish Council asking about having a footpath created on the A345 verge between WILC15 from SAVE32. The WHPC Clerk looked into this, it being mainly in their area, but the response from Wiltshire Council was that it would be too expensive to create such a path. This was notified to the person who brought the matter up by WHPC.</p> </li> <li> <p><u>Footpaths to Cricket Ground and Savernake Forest</u></p> <p>SPC asked CT, as a Marlborough Town Councillor, about the possibility of improving the footpath from Salisbury Road by Salisbury Road Gate House up to the Postern Hill campsite and Savernake Forest. This would be very helpful for people on the new Jennings Road estate to allow the residents to easily access the Forest, and also for visitors to the area staying on the Postern Road campsite to easily walk into Marlborough. The existing path is in a very poor condition. Whilst the path falls within Savernake Parish, the work would benefit Marlborough residents and visitors.</p> <p>Unfortunately, CT advised that it would be very unlikely that funds could be made available for such a project. When the pedestrian crossing was built by the roundabout on Salisbury road, a short length of improved footpath was created up to Priory Court. It was hoped that in time this</p> </li> </ul>	

ITEM		ACTION
	<p>could be extended to connect with the footpath from the cricket club to Five Stiles Road, but it would be some time before it would be possible to find the funds to do that.</p> <p>CT suggested liaising with the Marlborough Town Clerk and to consider putting a proposal to LFiHG regarding the footpath from Postern Hill to Salisbury Road, to at least get the idea onto the system for future consideration.</p>	
13	<p><b>ATKINS SURVEY OF MARLBOROUGH TRAFFIC</b></p> <p>CT was asked about the outcome of the Atkins Survey.</p> <p>She reported that the outcome of the survey was they that could not suggest anything that could relieve the pressure of traffic on the town. The only potentially useful strategy would be to get the heavy traffic off the local roads, particularly the A346. However, this would not be an easy task and unlikely to happen in the short term. So, nothing is going to change, however all interested parties should lobby WC to get the route de primed.</p> <p>CT also made the councillors aware of some impending road closures. Barn Street by the Green is due to be completely closed for some time in February to repair some infrastructure under the road. Also, the M4 is going to be closed for many weeks for resurfacing, so potentially bringing a lot more traffic along the A4 and through Marlborough.</p>	
13	<p><b>LHFIG</b></p> <ul style="list-style-type: none"> <li>• <u>Clench Common</u> NB noted that she had found a supplier for the required signs which was considerably cheaper. NB to obtain firm quotations for the signs so that an order can be placed.</li> </ul> <p>Some small adjustments were discussed on the final locations of the signs.</p> <ul style="list-style-type: none"> <li>• <u>Savernake Hospital/Maurice Way</u> Increasing the extent of the double yellow lines at Savernake Hospital to make it safer for pedestrians and emergency vehicles was added to the LFiHG agenda in October and on 1<sup>st</sup> November 2024 SPC received confirmation that the cost of the works up to £4,000 would be funded by NHS Property Services Ltd. And LFiHG has agreed to cover up to another £1,000 should the cost go over the estimated figure of £4,000.</li> </ul> <p>The next step is for Wiltshire Council to advertise the project locally but apparently the Traffic Orders team who arrange this have a backlog to work through as they estimate it will not be advertised until about April or May.</p>	MP/NB

ITEM		ACTION
<b>15</b>	<p>Dates of next meetings:</p> <p>7<sup>th</sup> May 2025                      APM 21<sup>st</sup> May 2025</p> <p>9<sup>th</sup> July 2025                      15<sup>th</sup> October 2025</p> <p>14<sup>th</sup> January 2026</p>	ALL

Signed    ... *Guy Singleton* .....

Date      ... 7<sup>th</sup> May 2025 .....

Name    ... Guy Singleton .....



# Savernake

Quarter 1 2025

## Crimes and incidents

Wiltshire Police record crimes and incidents in accordance with the National Crime and incident recording standards. Not all incidents that one would consider a crime are necessarily classified as a crime for recording purposes.

NB- The below statistics do not account for incidents that police respond to but do not need any follow up (Road traffic incidents, minor incidents of Anti-social behaviour)

### From 1st January - 31st March 2025

1 crime and 0 incidents have been recorded in the Savernake Parish area.

There have been 0 Reports of dwelling burglaries.

There have been 1 report in relation to theft of or theft from Motor vehicles.

Having reviewed the crime data for the area – There are no apparent trends that are presented or a series of crimes that are linked.

## Speed enforcement

Both the local Neighbourhood Policing Team and the Speed Watch Enforcement Team have conducted several pro-active checks in the local area. Speed enforcement has taken place on at least **18 occasions** in the Marlborough area between **January-March 2025**. Checks have also been completed at highlighted areas of concern including the A346 approach to Marlborough Street, Port Hill and Poulton Hill.

During this period, **120** drivers have been offered speed awareness courses, **26** drivers have been issued with a fine and points on their license and **1** driver has been reported to court for excess speed.



## Recent updates

The Devizes Neighbourhood Policing Team and Devizes Response Policing Team will be vacating Devizes Borough Police Station in the coming weeks, making a permanent move to the Force Headquarters, situated at London Road in Devizes. Devizes Borough Police Station will therefore be permanently closed as part of the wider estates' strategy. There are plans for a fully functioning Enquiry Office at Headquarters, Devizes in due course, something that we have not had at HQ or the Borough for some time. We understand that the move will have little effect on us operationally as we should still have the facility to conduct suspect interviews at HQ and, we will continue to work alongside and share briefings between the Response/Neighbourhood Policing Teams where possible. In other matters, PS Chris Wickham has also been successfully promoted to a new role as a Duty Inspector for the County and will therefore be leaving his current post as the Devizes Area Neighbourhood Sergeant in April. PS Georgie Wyatt has been successful in her application for the vacant position and joins the team having previously been a Sergeant for one of our Devizes Response Teams. We wish them both well in their new roles.

## Community consultations

During this period there have been several formal community engagements held in the Marlborough Town area. Neighbourhood and Response Officers have also been conducting regular foot patrols in and around Marlborough Town Centre to deter shoplifting and other similar criminality. We have also made use of the 'Mobile Police Station' during this period to provide an opportunity for the more remote areas of the patch to engage with us. We are scheduled to have the 'Mobile Police Station' again the week commencing **Monday 19<sup>th</sup> May 2025**, further details about this will be advertised in due course. If you are aware of any other local community events in the area, please let us know via our email address- [devizesareanpt@wiltshire.police.uk](mailto:devizesareanpt@wiltshire.police.uk)

In the next three months we will be at the following locations;

**28<sup>th</sup> April 2025-10:00-12:00 hours - Nationwide Building Society Marlborough High Street.**

**12<sup>th</sup> May 2025-14:00-15:00 hours- Waitrose Café, Marlborough High Street.**

**17<sup>th</sup> June 2025-10:00-12:00 hours- Nationwide Building Society Marlborough High Street.**

The specific times of these surgeries will be advertised via community messaging and the Marlborough Police Facebook page. You and your residents can sign up for community messaging at [www.wiltsmessaging.co.uk](http://www.wiltsmessaging.co.uk)



**Planning Applications decided on up to January 2024**

Planning Application No:	<b>24/09312</b>
Location	Tottenham House
Description	Variation of conditions
Date of SPC Comment	
SPC Comment	No Comment
Decision Deadline	
Date of Decision	23/01/2025
Decision	

Planning Application No:	<b>24/09448</b>
Location	Levett's Farm
Description	Conversion of agricultural building from C1 Aparthotel to C3 Dwelling
Date of SPC Comment	22/11/2024
SPC Comment	No Comment
SPC Comment	The Parish Council has considered this application and strongly feels that any additional dwelling on the site should be ancillary to Levetts Farmhouse, and not capable of being sold or occupied as a separate independent dwelling. On this basis the Parish Council has no option but to object to the application.
Decision Deadline	13/12/2024
Date of Decision	25/12/2024
Decision	Refused

## **Update from Forestry England – January 2025**

January is usually a time to look ahead to the year and make some fresh plans.

Our team welcomes two new faces this month: a new craftsperson and community ranger, both of whom will be regularly visiting Savernake Forest to look after the site. With the return of a community ranger to the team, we hope to resume our volunteer group in due course – we will keep you posted on the Forestry England – Savernake Forest Facebook page.

January is a particularly exciting time at Savernake Forest as we welcome bird nesting season. One of the early signs that birds are preparing for nesting is increased birdsong, signalling a call to attract mates and mark out their chosen territories for nest building.

You may also notice birds becoming skittish in behaviour as there's an urgency in the air to pair-up, claim their patch, and breed. You'll probably spot your local birds gathering nesting material such as twigs, grasses, or moss

Goshawks are known as the 'ghost of the forest' for its elusiveness. Listen for their distinctive call on a clear, cold morning at the end of January. If you are lucky, you may see one fly above the forest with its potential mating partner and perform what is known as a 'sky dance'.

The way in which we care for the forest wildlife is guided by the Savernake Forest Plan, which we are currently developing, and shall share for consultation later this year. A forest plan directs our forest management activities over a 10-year period. Our work will be guided by the commitments we made in the Our Shared Forest land management plan.

Ongoing wet ground conditions continue to affect timber harvesting as we pause to protect valuable soils. The work we resumed last autumn – previously delayed from winter 2023 – will hopefully restart in the summer.

Work to thin trees at Bedwyn Common, Cobham Frith, and Chisbury starts soon, subject to contractor availability. As at Savernake, we will ensure ground damage is limited as much as possible.

As always, if you have any questions on the work we are doing at Savernake Forest, please email [westengland@forestryengland.uk](mailto:westengland@forestryengland.uk)

**Nikki Morgans, Area Forester**