

## **TOCKENHAM PARISH COUNCIL**

May 2026

Dear Councillor,

You are summoned to a Meeting of **Annual Parish Council Meeting** followed by **Tockenham Parish Council meeting**, which will be held on **Wednesday 20th May 2026** at 7p.m. in the Village Hall

*Emily Bourne*

Emily Bourne  
Tockenham Parish Clerk

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

### **Annual Parish Council Meeting**

#### **1. Election of Officers**

Election of Chair

Election of Vice-Chair

Signing of Acceptance of Office by Councillors

#### **2. Apologies for absence**

#### **3. Other Responsibilities**

#### **4. Calendar of meetings 2024/25**

All meetings will be held in Tockenham Village Hall and commence at 7pm.

Proposal of the following dates:-

1<sup>st</sup> July 2026

2<sup>nd</sup> September 2026

4<sup>th</sup> November 2026

6<sup>th</sup> January 2027

10<sup>th</sup> March 2027

Annual Parish Meeting 7<sup>th</sup> April 2027

Annual Parish Council Meeting 5<sup>th</sup> May 2027

## **Parish Council Meeting**

**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.**
- 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 (11<sup>th</sup> March 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 11<sup>th</sup> March 2026.

#### **4. Clerk's Report**

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

- Reminder: Enter the 2026 Best Kept Village Competition – 6<sup>th</sup> March 2026
- RWB&C Community care Group meeting agenda – 6<sup>th</sup> March 2026
- Wiltshire Flood Warden Update: Flood Mary Recording – 6<sup>th</sup> March 2026
- Wiltshire Council Latest News – 6<sup>th</sup> March 2026
- Electoral Review Committee Meeting – 6<sup>th</sup> March 2026
- Wiltshire Council Town and Parish Council Update – 6<sup>th</sup> March 2026
- Discretionary Gully Service – RWB & Cricklade Area – 9<sup>th</sup> March 2026
- RWB and Cricklade LHFIF – Meeting Scheduling – 10<sup>th</sup> March 2026
- Operational Flood Working Group – North – 10<sup>th</sup> March 2026
- WALC Environment Network – 10<sup>th</sup> March 2026
- Minutes for Royal Wootton Bassett and Cricklade Area Board – 11<sup>th</sup> March 2026
- Wiltshire PCC welcomes strengthened Victims' Code delivery swifter justice for children – 12<sup>th</sup> March 2026
- Wiltshire Council Latest News – 13<sup>th</sup> March 2026
- Wiltshire Council Town and Parish Council Update – 13<sup>th</sup> March 2026
- WALC Training Bulletin – 16<sup>th</sup> March 2026
- PCC Parish Column – 16<sup>th</sup> March 2026
- Wiltshire Council Town and Parish Council Updated – 18<sup>th</sup> March 2026
- Lime Down Solar Park Update – 19<sup>th</sup> March 2026
- SAVE THE DATE! – Wiltshire and Swindon Road Safety Seminar – 19<sup>th</sup> March 2026
- Wiltshire Council Latest News – 20<sup>th</sup> March 2026
- Wiltshire Council Town and Parish Council Update – 20<sup>th</sup> March 2026

- Gypsy and Traveller DPD Update – 23<sup>rd</sup> March 2026
- Information at The Cherwell Hub – 23<sup>rd</sup> March 2026
- WALC Environment Network – 23<sup>rd</sup> March 2026
- SSEN Communities Fund – Now Open – 24<sup>th</sup> March 2026
- TTRN Urgent Closure of A3102 (part), Royal Wootton Bassett (25/03/26 – 27/03/26) – 24<sup>th</sup> March 2026
- 26-03 Service Devolution and Asset Transfer Policy – 25<sup>th</sup> March 2026
- WALC – March 2026 Newsletter – 25<sup>th</sup> March 2026
- Free Youth Sessions – 25<sup>th</sup> March 2026
- Wiltshire Wildlife Natural Flood Management Walks – 26<sup>th</sup> March 2026
- Prospect Hospice Event – 26<sup>th</sup> March 2026
- Wiltshire Council Town and Parish Council Update – 27<sup>th</sup> March 2026
- Wiltshire Council Latest News – 27<sup>th</sup> March 2026
- WALC Members Survey – 30<sup>th</sup> March 2026
- Wiltshire Council Town and Parish Council Update – 30<sup>th</sup> March 2026
- RWB&C Community Care Group – notes/actions – 31<sup>st</sup> March 2026
- Proposed Temporary Closure of: Orchard Lane, Tockenham (20.06.2026) – 1<sup>st</sup> April 2026
- Wiltshire Council Latest News – 2<sup>nd</sup> April 2026
- Wiltshire Council Town and Parish Council Update – 2<sup>nd</sup> April 2026
- SSEN is well prepared ahead of Storm Dave this Easter Weekend – 3<sup>rd</sup> April 2026
- Agenda for Northern Area Planning Committee – 7<sup>th</sup> April 2026
- WALC Executive April 20<sup>th</sup> – 9<sup>th</sup> April 2026
- Briefing Note 26-03 Service Devolution and Asset Transfer Policy UPDATE – 9<sup>th</sup> April 2026
- Parish and Town Councils Guidance 2026 – 9<sup>th</sup> April 2026
- WALC Training Bulletin – 10<sup>th</sup> April 2026
- From the PCC's Desk – Keeping Councillors informed – Issue #17 – 10<sup>th</sup> April 2026
- Briefing Note 26-04, Crisis and Resilience Fund – 10<sup>th</sup> April 2026
- Wiltshire Council Latest News – 10<sup>th</sup> April 2026
- Wiltshire Council Town and Parish Council Update – 10<sup>th</sup> April 2026
- Blanket Order Confirmed Dates – 13<sup>th</sup> April 2026
- Police and Crime Commissioner welcomes Wiltshire Police's new operational priorities – 15<sup>th</sup> April 2026
- Approved Temporary Closure of: Orchard Lane, Tockenham (20.06.2026) Village Fair – 15<sup>th</sup> April 2026
- PCC Parish Column – 15<sup>th</sup> April 2026
- Flood Warden Newsletter Spring 2026 – 15<sup>th</sup> April 2026
- Wiltshire Council Town and Parish Council Update – 16<sup>th</sup> April 2026
- Royal Wootton Bassett Mayor Making – 16<sup>th</sup> April 2026
- TTRN urgent closure of C108 (part), Brinkworth – (17/04/26) – 17<sup>th</sup> April 2026
- Wiltshire Council Latest News – 17<sup>th</sup> April 2026
- Wiltshire Council Town and Parish Council Update – 17<sup>th</sup> April 2026
- Wiltshire pilots new national scheme to improve court support for domestic abuse victims – 20<sup>th</sup> April 2026
- RWB and Cricklade LHFIFG meeting – 20<sup>th</sup> April 2026
- Temporary Closure of: C123 (part), Clyffe Pypard (15.06.2026) – 21<sup>st</sup> April 2026

- Wiltshire's Police and Crime Commissioner responds to Force's latest HMICFRS report – 22<sup>nd</sup> April 2026
- HMICFRS PEEL Inspection – progress, accountability and the next phase for Wiltshire Police – 22<sup>nd</sup> April 2026
- LHFIFG 2025-26 Substantive LHFIFG Funding Application Results – 22<sup>nd</sup> April 2026
- Wiltshire Council Town and Parish Council Update – 22<sup>nd</sup> April 2026
- Appeal Re-determination PL/2024/07098 – Land to the North of 34 – 39 Clyffe Pypard SN4 7PY – APP/Y3940/W/25/3364716 – 23<sup>rd</sup> April 2026
- Minutes for Northern Area Planning Committee – 23<sup>rd</sup> April 2026
- Wiltshire Council Latest News – 24<sup>th</sup> April 2026
- Wiltshire Council Town and Parish Council Update – 24<sup>th</sup> April 2026
- Urgent closure of C76 (part) Tockenham (05.05.26) – 28<sup>th</sup> April 2026
- TTRN urgent closure of Bowds Lane (part) Tockenham (26.04.26 – 30.04.26) – 28<sup>th</sup> April 2026
- RWB & Cricklade LHFIFG meeting – 29<sup>th</sup> April 2026
- WALC – April 2026 Newsletter – 29<sup>th</sup> April 2026
- Wiltshire remains one of the safest counties despite rise in recorded crime – 29<sup>th</sup> April 2026
- Re-issue: Wiltshire remains one of the safest counties despite rise in recorded crime – 29<sup>th</sup> April 2026
- Temporary Closure of C120 (part) Tockenham (22.06.26) – 30<sup>th</sup> April 2026
- Wiltshire Council Latest News – 1<sup>st</sup> May 2026
- Wiltshire Council Town and Parish Council Update – 1<sup>st</sup> May 2026
- Agenda for Northern Area Planning Committee – 5<sup>th</sup> May 2026
- RWB & Cricklade LHFIFG – Pre-meeting notes and finance update for 13/05/26 – 7<sup>th</sup> May 2026
- Wessex Water Community Drop In – Calne – 7<sup>th</sup> May 2026
- Temporary Closure of A3102 (part) Calne (24.06.26) – 7<sup>th</sup> May 2026
- Dragonfly Spring Magazine number 176 – 7<sup>th</sup> May 2026
- Cancelled: RWB & Cricklade LHFIFG meeting DEFERRED – 8<sup>th</sup> May 2026
- RWB & Cricklade LHFIFG meeting (re-arranged date) – 8<sup>th</sup> May 2026
- UPDATE! – Wiltshire and Swindon Road Safety Seminar – 8<sup>th</sup> May 2026
- Wiltshire Council Latest News – 8<sup>th</sup> May 2026
- Royal Wootton Bassett and Cricklade Area Board – 11<sup>th</sup> May 2026
- Steward Visits – 11<sup>th</sup> May 2026
- Steward Visits (2<sup>nd</sup> email) – 11<sup>th</sup> May 2026
- From the PCC's Desk – Keeping Councillors Informed Issue #18 – 12<sup>th</sup> May 2026
- Lyneham Banks TROs – 13<sup>th</sup> May 2026
- Operational Flood Working Group – North – 13<sup>th</sup> May 2026
- News and Views Issue 12 – Age UK Wiltshire & Age UK Southampton Newsletter – 13<sup>th</sup> May 2026
- Fire and Rescue proposed closures, to stop this your help is needed – 13<sup>th</sup> May 2026
- Royal Wootton Bassett Mayor Making Ceremony Thursday 14<sup>th</sup> May 2026 – 15<sup>th</sup> May 2026
- Wiltshire Council Latest News – 15<sup>th</sup> May 2026
- Wiltshire Council Town and Parish Council Update – 15<sup>th</sup> May 2026

**Other items for discussion; all previously circulated: -**



**5. Planning**

**PL/2026/00265**

Glebe House, West Tockenham, Swindon, SN4 7PJ  
Application Type: Householder planning permission  
Extension of existing garage  
Decision Date: 13<sup>th</sup> March 2026  
Decision: Approve with conditions  
Short URL: <https://shorturl.at/4O8zw>

**PL/2026/01193**

Haresbrook Farm, Greenway, Tockenham, Swindon, SN4 7PW  
Application Type: Prior notification: Building  
A tree bay open fronted portal frames agricultural building  
Decision Date: 23<sup>rd</sup> March 2026  
Decision: Prior Approval Not Required  
Short URL: <https://shorturl.at/3qwCX>

**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 11<sup>th</sup> May 2026  
Short URL: <https://shorturl.at/8o0D6>

**ENF/2025/00570**

Land at Greenway, Tockenham, SN4 7PY  
Email dated 23<sup>rd</sup> April 2026 between Wiltshire Councillor Allison Bucknell and Wiltshire Council Enforcement Officer.  
An application for the hardstanding, a proposed extension to it, a replacement vegetable wash station and shed and a new poly tunnel application has been received. The application is currently with the technical support team awaiting validation.  
No further information and/or email received.

**PL/2026/02788**

Centre of pond 86m from 33 Greenway, 54m from Greenway, Greenway, Tockenham, SN4 7PW  
Application Type: Full Planning Application  
Change of use of land from agricultural to a mixed use of agricultural and equestrian  
Consultation Date: 11<sup>th</sup> June 2026  
Short URL: <https://shorturl.at/rDQmk>

**6. Internal Audit Report (Appendix A)**

To consider and note the Annual Internal Audit Report before approving the Annual Governance Statements below.

**7. Annual Governance and Accountability Return 2025/26 (Appendix A)**

To consider and approve Section 1 – Annual Governance Statement 2025/26.

**8. 2025/26 Year End Accounts (Appendix A, B, C, D)**

To consider and approve the 2025/26 Year End Accounts including the Annual Governance and Accountability Return (AGAR) 2025/26; Section 2 – Accounting Statements 2025/26, AGAR Bank Reconciliation Form, AGAR Explanation of Variances and AGAR Notice of Publication.

**9. Finance and Administration**

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

Council to approve for payment: -

**Retrospective Items:-**

- Lloyds Bank charges (April) - £4.25
- REACT - £100 donation as agreed at March meeting
- WALC, WALC & NALC subscriptions - £114.07
- Community First, Wiltshire Village Hall Association membership - £55
- Wellers Law Group - £616.20

**Invoices to be approved:-**

- Lloyds Bank charges (May) - £4.25
- Clerks Salary March payment correction - £0.20. The March payment for the Clerk's salary was £282.20 (in accordance with Clerk's payslip) a payment was made on 13<sup>th</sup> March 2026 for £282. A payment of £0.20 is therefore required to correct the error.
- E Bourne - £1.20 for David Barnes Community Hall Trust website (06/03/26 to 05/04/26)
- E Bourne - £3 for David Barnes Community Hall Trust email accounts (21/03/26 to 20/04/26)
- E Bourne - £1.20 for David Barnes Community Hall Trust website (06/04/26 to 05/05/26)
- E Bourne - £3 for David Barnes Community Hall Trust email accounts (21/04/26 to 20/05/26)
- E Bourne - £1.20 for David Barnes Community Hall Trust website (06/05/26 to 05/06/26)
- J Marshall - £8.61 for refreshments for litter pick
- Clerks Salary - £309.78
- HMRC for Clerk's salary - £77.40
- David Turner, Annual Payroll Admin (2026/27) - £78
- David Barnes, Annual Village Hall Rent (£1) and Annual Park Rent (£1) for 2026/27 - £2 (*to be paid by cheque*)
- Community Magazine Donation - £300

- Awdry Law, remaining disbursements - £544.93 (invoice not received at time of publication of agenda however authorisation sought so payment can be made once invoice received).

To note income of £7,500 precept

To note the bank balance £32,715.39 as of 01/05/2026

## **7. Tockenham Parish Council Policies**

### **Risk Management Policy** (Appendix E & E1)

Councillors are asked to discuss and adopt the draft Risk Management Policy and Risk Level Matrix and Action Plan. Councillors are asked to confirm the date at which the policy will be reviewed.

### **Civility and Respect Policy** (Appendix F)

Councillors are asked to discuss and adopt the draft Civility and Respect Policy. Councillors are asked to confirm the date at which the policy will be reviewed.

### **Anti-harassment Policy** (Appendix G) – to follow

Councillors are asked to discuss and adopt the draft Anti-harassment Policy. Councillors are asked to confirm the date at which the policy will be reviewed.

Councillors are asked whether they wish for a draft of any new policy(s) to be brought to a subsequent meeting.

## **8. Highway Matters**

- **Highways Annex table** (Appendix H) – to follow

Update from Councillor Kevin Woolnough.

- **Hedges at 3 The Hillocks**

Concerns have been raised that the hedges are overgrown and could be causing visibility issues for motorists. The matter has been raised with Wiltshire Council Highways.

## **9. Play Area/Park**

## **10. Rights of Way**

## **11. Tockenham Emergency Community Hub (ECH) Update**

## **12. David Barned Community Hall Trust**

## **13. Tockenham War Memorial**

## **14. Pots and Flowers for War Memorial**

At the Annual Parish Meeting it was suggested that planted pots either side of the War Memorial would be nice. Members asked to discuss the suggestion.

**15. Councillor reports**

None.

**16. Date of Next Parish Council Meeting: 1<sup>st</sup> July 2026**

**Dates for future meetings:-**

Parish Council Meeting(s): 2<sup>nd</sup> September 2026, 4<sup>th</sup> November 2026, 6<sup>th</sup> January 2027,  
10<sup>th</sup> March 2027

Annual Parish Meeting: 7<sup>th</sup> April 2027

Annual Parish Council Meeting: 5<sup>th</sup> May 2027