

TOCKENHAM PARISH COUNCIL

September 2026

Dear Councillor,

You are summoned to a Meeting of the **Tockenham Parish Council**, which will be held on **Wednesday 2nd September 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 – Wiltshire Councillor Allision Bucknell has given her apologies for the meeting.

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 (1st July 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 1st July 2026.
- 4. Clerk's Report**
All previously circulated, items sent for information only and will not be discussed at meeting unless any queries:-
 - Wiltshire Council – Residents Update: Hot Weather – 25th June 2026
 - Wiltshire Council Latest News – 26th June 2026
 - New BSL Video Relay Service Video – 29th June 2026
 - Police and Crime Commissioner's grants reopen to help tackle crime and support victims across Wiltshire and Swindon – 29th June 2026
 - CORRECTED: Registeres of Interest – 30th June 2026
 - Agenda for Northern Area Planning Committee – 30th June 2026
 - Wiltshire Council Town and Parish Council Update – 30th June 2026

- Wiltshire Council Latest News – 30th June 2026
- Timetable for the preparation and commencement of the Wiltshire Local Plan – 30th June 2026
- WALC Executive July 8th – 30th June 2026
- TTRN urgent closure of C120 (part), Tockenham (20/07/26 – 24/07/26) – 1st July 2026
- Wiltshire Council Town and Parish Council Update – 1st July 2026
- Bus Infrastructure Programme – 2nd July 2026
- Wiltshire Council Latest News – 3rd July 2026
- Home Office Martyn’s Law Webinar – 7th July 2026
- Agenda Supplement 1 to the agenda for Northern area Planning Committee – 9th July 2026
- Wiltshire Council Town and Parish Council Update – 9th July 2026
- Wiltshire Police and Crime Panel Co Opted Member Role Advert – 9th July 2026
- Ad Hoc Road Markings – RWB and Cricklade – 10th July 2026
- Briefing Note 26-09: Update on the future energy landscapes (FEL) project – 10th July 2026
- Wiltshire Council Local Plan call for sites – 10th July 2026
- Wiltshire Council Latest News – 10th July 2026
- Wiltshire Council Town and Parish Council Update – 10th July 2026
- Hundreds of people safeguarded since launch of South West crackdown on drugs – 10th July 2026
- PL/2026/02788 – Amended plans – 13th July 2026
- Wiltshire Police summer demand update – 13th July 2026
- Briefing Note 26-10: Neighbourhood Planning Update July 2026 – 13th July 2026
- Minutes for Northern Area Planning Committee – 13th July 2026
- Briefing Note 26-11: National Scheme of Delegation of Planning Functions (NSD) – 13th July 2026
- WALC Environment Forum – 13th July 2026
- WALC Training Bulletin – 14th July 2026
- Operational Flood Working Group – 15th July 2026
- Operational Flood Working Group (2nd email) – 15th July 2026
- Mobile Coverage Survey: Support needed from Parish and Town Councils – 15th July 2026
- Temporary Closure of Stanier Road (part), Calne (17/03/26) – 15th July 2026
- From the PCC’s desk: keeping Councillors informed – Issue #20 – 16th July 2026
- Temporary Closure of: C414 (part), Royal Wootton Bassett (14.09.2026) – 17th July 2026
- Wiltshire Council Latest News – 17th July 2026
- Wiltshire Council Town and Parish Council Update – 17th July 2026
- WALC Environment Forum – 21st July 2026
- Update on new North Wiltshire HRC – 24th July 2026
- Briefing Note 26-12: Get Wiltshire Walking – 24th July 2026
- WALC – JULY 2026 Newsletter – 24th July 2026
- Wiltshire Council Town and Parish Council Update – 24th July 2026
- Wiltshire remains one of the safest place in the country despite rise in recorded crime – 24th July 2026
- Wiltshire Council Latest News – 24th July 2026

- Temporary closure of Stanier Road (part), Calne (17.03.2026) – 27th July 2026
- Temporary closure of C123 (part), Clyffe Pypard (22.09.2026) – 27th July 2026
- Briefing note 26-13: Wiltshire Community Air Network (WCAN) PM2.5 project update – 28th July 2026
- New Planning Training – 29th July 2026
- Briefing Note 26 – 14: Wiltshire Council Waste Services Update July 2026 – 29th July 2026
- Your Invitation – Community First AGM 2026 – 29th July 2026
- Age UK Wiltshire News and Views Issue 13 – 29th July 2026
- Ask the Network Bulletin – 30th July 2026
- Wiltshire Council Town and Parish Council Update – 30th July 2026
- Wiltshire Council Town and Parish Council Update – 31st July 2026
- Wiltshire Council Latest News – 31st July 2026
- Agenda for Northern Area Planning Committee – 4th August 2026
- PCC launches public survey on Government's proposes police reform – 4th August 2026
- Improvements to bus infrastructure along route 55 – 5th August 2026
- Temporary closure of Stanier Road (17.03.2026) – 7th August 2026
- Wiltshire Council Town and Parish Council Update – 7th August 2026
- Wiltshire Council Latest News – 7th August 2026
- Dragonfly summer quarterly magazine – 8th August 2026
- Briefing Note 26-15: Community Governance Review 2026/27 – 12th August 2026
- Training Bulletin – 12th August 2026
- Malmesbury Abbey Concert in aid of Wiltshire Bobby Van Trust – 13th August 2026
- Wiltshire Council Town and Parish Council Update – 13th August 2026
- PCC calls for balanced approach to police reform – 13th August 2026
- Royal Wootton Bassett – Civic Service – Sunday 11th October 2026 – 14th August 2026
- Wiltshire Council Town and Parish Council Update – 14th August 2026
- Wiltshire Council Latest News – 14th August 2026
- Wessex Water update – hosepipe ban introduced – 17th August 2026
- Minutes for Northern Area Planning Committee – 18th August 2026
- Volunteers recognised for keeping policing accountable across Wiltshire and Swindon – 18th August 2026
- TTRN urgent closure of C76 (part) Brinkworth (18/08/26 to 19/08/26) – 18th August 2026
- From the PCC's desk: Keeping Councillors informed – issue #21 – 18th August 2026
- Temporary Closure of Bowds Lane (part) Brinkworth (20.10.2026) – 18th August 2026
- TTRN urgent closure of C123 (part), Royal Wootton Bassett (18/08/2026 to 20/08/2026) – 18th August 2026
- WALC Survey surgery webinar – 19th August 2026
- Royal Wootton Bassett NP2 – addendum to basic conditions statement consultation – 19th August 2026
- Flood Warden Lunch and Learn Sessions – 19th August 2026

- Training Bulletin – 20th August 2026
- PCC marks five years of progress in policing and community safety – 20th August 2026
- Wiltshire Council Town and Parish Council Update – 21st August 2026
- Wiltshire Council Latest News – 21st August 2026
- Briefing Note 26-16 Freight Action Plan Consultation – 24th August 2026
- Nominations Now Open: Community First Local Council Community Project Award 2026 – 25th August 2026
- Urgent closure of Greenway (part) Tockenham (08/09/26) – 25th August 2026

Other items for discussion; all previously circulated: -

- WALC Environment Forum – People’s Emergency Briefing Discussion – 9th July 2026
- Verification of settlement facilities data for the new Wiltshire Local Plan – 4th August 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/8o0D6>

Hearing to be held at 10am on Tuesday 22nd September 2026 at Wiltshire Council Monkton Park Offices, Monkton Hill, Chippenham, Wiltshire, SN15 1ER.

PL/2026/02788

Amended Plans / Additional Information Received – 14th July 2026

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: 3rd August 2026

Short URL: <https://shorturl.at/RKx5X>

Decision Date: 18th August 2026

Decision: Approve with conditions

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/DKeRc>

As of 16th August 2026; decision still awaited.

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/e42qr>

As of 16th August 2026; decision still awaited.

6. Finance and Administration

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

Council to approve for payment: -

Retrospective Items:-

- Lloyds Bank charges (August) - £4.25
- Peter Jones; oil for generators - £12.79
- Cannon Chambers; Stamp Duty Land Tax advice - £810

Invoices to be approved:-

- Lloyds Bank charges (September) - £4.25
- Clerk's Salary - £387.18
- Clerk's salary for additional hours worked from 17th July to 16th August 2026 in respect of the David Barnes Community Hall Trust (4 hours 35 mins total) - £65.08
- PAYE Tax refund to Clerk - £172.60
- E Bourne - £1.20 for David Barnes Community Hall Trust website (06/07/26 to 05/08/26)
- E Bourne - £3 for David Barnes Community Hall Trust emails (21/07/26 to 20/08/26)
- E Bourne - £1.20 for David Barnes Community Hall Trust website (06/08/26 to 05/09/26)
- E Bourne - £3 for David Barnes Community Hall Trust emails (21/08/26 to 20/09/26)
- E Bourne - £6 for bus travel into Swindon and back re setting up Charity bank account
- WALC - £42 training course 'A basic introduction to planning'
- PKF Littlejohn LLP - £252 for Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2026

To note the income of £300 from the Village Fair for the use of the upkeep and maintenance of the defib.

To note the bank balance £29,998.75 as at 25/08/2026

7. Audit 2025/26 (Appendix A & B)

PKF Littlejohns LLP have completed the Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2026. The External Auditor Report and Certificate (Appendix A) details any matters arising from the review. The final external auditor report must be considered and decide what, if any, action is required.

The Notice of Conclusion of Audit (Appendix B) must be completed and published by 30th September 2026.

8. Highway Matters

- Highways Annex table (Appendix C)
Update from Councillor Kevin Woolnough.
- Update on drainage vector visit; August 2026
Update from Councillor Kevin Woolnough.
- Resident request; bus shelter visibility
Update from Councillor Kevin Woolnough.
- Resident request, Queens Court Pond
Update from Councillor Kevin Woolnough.
- Wiltshire Council Road Safety Seminar
Update from Councillor Kevin Woolnough.
- Wiltshire Council Bus Stop improvement plan
Update from Councillor Kevin Woolnough.
- PEAS
Update from Councillor Kevin Woolnough.

9. Playing Field / Play Area

- Playing equipment sign cover
Update from Councillor Julie Marshall.
- Christmas Tree Fund Raising

10. Rights of Way

- Arrow missing from post opposite track entrance
- Autumn Litter Pick

11. Tockenham Emergency Community Hub (ECH) Update

Update from Councillor Kevin Woolnough.

12. David Barnes Community Hall Trust

General update.

13. Tockenham War Memorial

Update from Councillor Janet Nicholls.

- Grass Mowing and Strimmer

General update from Councillor Diana Kirby.

A strimmer is required to cut the grass by the War Memorial. Councillors are asked to discuss and consider whether quotes for a strimmer can be investigated.

14. Councillor reports

None.

15. Date of Next Parish Meeting: 4th November 2026

Dates for future meetings:-

6th January 2027

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