

TOCKENHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL EXTRAORDINARY MEETING HELD ON
Wednesday 2nd July 2025 at 7pm

Present: Cllr Diana Kirby; Chair (DK), Cllr Kevin Woolnough (KW), Cllr Ian Carter (IC), Cllr Nicholas Polkinghorne (NP), Wiltshire Councillor Allison Bucknell (AB), Emily Bourne; Clerk (EB).

Public Question Time

No members of the public were present.

Reports from Wiltshire Councillor

Verbal report received from Wiltshire Councillor Allison Bucknell. Still waiting for the safety review of the A3102, no date had been given yet. AB will keep everyone up to date as and when further information is available. AB advised LHFIF additional funding has been agreed to £32,000. AB advised the temporary order speed limits are being assessed by Wiltshire Councillor Officers and the respective Wiltshire Councillors will bring an update to their Parishes in due course. The Wiltshire Councillors' starting point is they should remain but waiting for assessment results.

AGENDA

1. Apologies for absence.

Apologies were received from Cllr Julie Marshall (JM).

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.

None.

3. Minutes (7th May 2025) – Members had previously been circulated with the draft minutes and notes.

RESOLVED to approve the minutes of the meeting held on 7th May 2025; proposed by DK, seconded by KW, DK signed, agreed unanimously by members who were present.

4. Minutes (14th May 2025) – Members had previously been circulated with the draft minutes and notes.

RESOLVED to approve the minutes of the meeting held on 14th May 2025; proposed by KW, seconded by IC, DK signed, agreed unanimously by members who were present.

5. Minutes (9th June 2025) – Members had previously been circulated with the draft minutes and notes.

RESOLVED to approve the minutes of the meeting held on 9th June 2025; proposed by IC, seconded by NP, DK signed, agreed unanimously by members who were present.

6. Clerk's Report

All items were noted and the following were discussed:-
None.

Other items for discussion; all previously circulated: -

- Emergency Contact Hubs Engagement – 25th June 2025

KW advised that he and Bill Moore gave a presentation to Wiltshire Council regarding Tockenham's Emergency Plan. AB advised Broad Hinton are currently doing their Emergency Plan; AB to provide Broad Hinton with KW contact details; KW has various links and information that can be passed onto Broad Hinton. KW advised the Emergency Plan is being updated because of the recent exercise. IC to become a coordinator. The Emergency Plan Annex C and the WhatsApp group are being updated. KW to get quotes for printing copies of the plan. Emergency Plan to be on the agenda as a standard item.

7. Planning

PL/2024/07098 – Full Planning Permission

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)

Short URL: <https://shorturl.at/Cmm9z>

Initial Decision: Refuse

Appeal to the Planning Inspectorate

Decision Date: 23rd June 2025

To Note: Following the Extraordinary Meeting of 9th June 2025 DK submitted objections to the Planning Inspectorate.

The Planning Inspectorate are hearing the case on 1st October 2025; AB will be attending.

8. Finance and Administration

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

Council to approve for payment: -

Retrospective Items:-

- J Marshall - £48 for flowers (May payment)
- Lloyds Bank - £4.25 for bank charges (May payment)
- P R Electrical Services - £21.50 for PAT testing (June payment)
- J Marshal - £31 for flowers (June payment)
- J Marshall - £8.89 for petrol for mower (June payment)
- M Marmoy - £27 for mower payment (June payment)

Invoices to be approved:-

- Clerks Salary - £282.20
- HMRC for Clerk's salary - £70.60

Proposed by IC and seconded by DK. KW to set up payments and DK to authorise. All invoices approved unanimously.

Members noted the bank balance.

For the next meeting EB to provide details of extra hours worked for the two Extraordinary Meetings for an hourly rate payment to be made at the September meeting.

9. Highway Matters

- 20mph Speed Limit Assessment

KW advised LHFIG had approved the 20mph Speed Limit Assessment. The cost of the

assessment is £3,100 with Tockenham Parish Council's contribution being £775.

RESOLVED to pay £775 contribution; proposed by DK, seconded by NP, agreed unanimously by all who were present.

▪ **Wiltshire Council Site Visit – 22nd May 2025**

KW advised there was a site visit on 22nd May 2025 with KW, AB, Wiltshire Council Head of Drainage and Wiltshire Council Head of Highways in attendance. This was a review from the previous site visit; details of the issues reviewed are below:-

Tockenham Corner

Reviewed the work that had been done to dig out ditches and noted the considerable effort by residents however still concerns about how easily the road floods and the possibility of a new culvert under the road.

Due to the nature of the road, a scheme in this location would be unlikely to meet sufficient criteria to be prioritised.

Wiltshire Council Officers are of the opinion that digging the watercourses between the C130 and C120 would likely result in the volume of water and speed of it approaching Tockenham Corner increasing and is likely to make the situation worse.

Action: NO FURTHER ACTION

A3102 Culvert under main road

Reviewed photographic evidence of both dimensions of culvert and damage to the road structure due to erosion which may lead to collapse.

This is a high speed road with risk to life so would meet priority criteria

Actions: Wiltshire Council to carry out CCTV investigation of culvert and assess damage caused by erosion.

Tockenham Village Centre (Orchard Lane to Manor Farm lane)

The gulleys here have been recently cleaned. The Vactor team reported that all the drains were working properly with water flowing.

Problem areas – Some of the gulleys did have a considerable amount of detritus, however this would appear to be new.

Actions: Parish Council to monitor the gulleys

In particular:-

- Orchard Lane junction by Old Rectory Gate
- 2 gulleys at junction with Manor Farm lane

Report via MyWilts if become blocked, request visit from Discretionary Gulley Cleaning team, or ask Parish Steward to clear them.

Gulley outside Olive and Brian Fairchild's Bungalow

This was checked out and whilst it is standing proud, it would not meet criteria for intervention. The area would need to be managed eg salt if icy.

Actions: Parish Council and residents to monitor local road condition maintenance

Gulley outside Mike and Mandy Cook

There is clear evidence that the drain has dropped, possibly other issues with the highway. Parked cars are pushing vehicles over towards the wall and gulley, possibly causing the problems.

Action: Wiltshire Council to add to the maintenance list, however no timescales at

present. Will require a road closure.

General Road Surface Condition – Orchard Lane junction

There has been considerable degradation to the condition of the road surface at the junction

Action: Wiltshire Council to add a repair for this area to the highways maintenance programme.

Martin and Wencke's Greenway

A considerable amount of work has been carried out by residents and adjacent landowners.

The pipe under the road is already large, Wiltshire Council would not consider putting an additional pipe in as the road flooding does not meet intervention criteria. There is scope for additional grips to take water off road before it gets onto driveway. The watercourse in the field opposite has been dug out, but there are now detritus build ups (barms?) that need to be removed. The watercourse would benefit from being re-dug.

Actions: Parish Steward to get grips dug to take water off road on RHS coming down hill.

Residents to check the situation opposite side of road during heavy rain to ascertain whether the watercourse is full or not, and report back.

Residents / Parish Council to ask farmer to revisit clearing of watercourse.

Mermaid

Still problems, flooding is causing serious deterioration of road surface/ structure. Needs proper CCTV survey (on the waiting list) with resurfacing to follow once any remedial work has been completed.

Actions: Wiltshire Council to check priority of CCTV survey.

Wiltshire Council to carry out road condition survey Tockenham Village to Breach Lane.

Tockenham Wick (site not visited, but discussed)

Flooding outside the cottages causing problems for residents leaving their homes and also degradation of road surface.

This has been discussed on many occasions previously. Surface water would need to be directed onto private land to fix this problem. Concerns have been raised about potential damage to mature trees. There are now new techniques available that could mitigate this problem. Council could use a S100 but time consuming and legal costs.

Actions: Wiltshire Council to email KW and AB setting out the options for removing the surface water onto private land.

KW and AB to discuss with local residents once email received.

Follow up:-

Keep in touch via email and set up 2x 3-monthly Teams update meetings once the actions have been agreed.

▪ Junction A3102 – Tockenham Corner

KW is receiving a lot of feedback from residents who are concerned about the speeding. AB advised there is not much that can be done as it is a 60mph road and the junction has good visibility.

▪ Highways Annex table (Appendix A)

All discussed above as part of the site visit.

10. Playing Field / Play Area

- Shed Maintenance

KW advised no volunteers have come forward to carry out maintenance on the shed therefore KW would like to purchase a sprayer to apply the stain to the shed (limit of £60). This will be carried out once the foliage has died back.

- Play Equipment Quotes (Appendix B)

All members would like to thank JM for the work put into this project.

DK to submit a grant application to Community First including Appendix B as the quotes for the application. EB to provide DK with copies of the accounts to be submitted as part of the application. £20,000 from reserves to be used with £9,000 to £10,000 grant to be applied for. For the grant application double check the equipment includes a basket swing and advise in the application that the items have good sustainability principles.

RESOLVED to appoint Company A to carry out the work. Proposed by KW and seconded by NP; unanimously agreed by all who were present.

11. Rights of Way

- Rights of Way Annex table (Appendix C) – to follow

NP advised that a resident had repaired the stile on TOCK8.

12. Councillor reports

DK advised there is concern about the land opposite Miracle Trees on the C120. DK to use What3Words and contact Wiltshire Council enforcement.

IC advised he had been obtaining quotes from lawyers for the acquisition of the Village Hall and surrender of the Lease. Company A in Swindon is quoted at £2,400 to £3,800 (+VAT), Company B in Chippenham is quoted at £2,100 to £2,500 (+VAT) and Company C has not provided a quote. IC will continue to chase Company C for a quote or contact a different company for a third quote.

12. Date of Next Parish Meeting: 3rd September 2025 – AB gave her apologies for the next meeting as she will be on holiday.

Since the meeting the date of the September meeting has changed. The next meeting is now Thursday 4th September 2025.

Dates for future meetings:-

Parish Meeting: 5th November 2025 (subject to change), 7th January 2026, 11th March 2026

Annual Parish Meeting: 8th April 2026

Annual General Meeting: 6th May 2026

Meeting closed: 8:37pm

Highways Annex A – dated 18 June 2025.

Issue	Date Reported	By Whom	To	Progress
Parish Steward Visits 2025	Next Visits 2025 July 24th			Any issues to be reported to KW for Parish Steward's next visit.
West Tockenham, Flooding. C120 Main Village	Aprl 23 Update May 2025	DK	WC	Blocking gully investigations at Field view indicates a link to main Village flooding issues. Work carried out 21 st Nov 24 however main Village flooded after this during 'Storm Bert' Nov 24. Following work at Field View and Vactor visit situation to be monitored.
Tockenham Wick, Flooding / Road surface degradation.	May 2025	KW	WC	Further discussions have taken place (KW AB MC) MC to provide written options.
Tockenham Corner / Primrose Hill - Flooding Request for review of findings following WC Drainage Team site visit July 2024.	Nov 2024 Update May 2025	KW	WC AB	Report from Review Site Visit May 2025. Highways and Drainage (MC & DE) Indicate due to the nature of the road, a scheme in this location would be unlikely to meet sufficient criteria to be prioritised.
Potholes Mermaid Corner C120 junction with Preston Lane Case No 00213815.	Feb 2025	KW	WC	Works carried out 13 Feb 25. Not completed – New Potholes developed since.
Opposite Field View - No 1 Tockenham. Blocked drain/gully. Road area by sewage plant now breaking up due to constant flow of water. Issue linked to main Village flooding. SEE ABOVE	Sept 23 Updated May 2025	KW	WC	Case No.00125935. Investigation Aug 24 shows fractured pipe. Works carried out 21 st Nov 24. Monitor Autumn Winter 2025.
Flooding – south of Rowley Copse C120. Culvert blasted. Awaiting possible watercourse re-direction work by landowner east side of culvert. NOTE – Concerns exist that this may impact on Tockenham Corner.	Nov 24 Updated 22 nd May 2025.	KW	WC	Advice from WC drainage (D Everett). Any watercourse digging between C120 and C130 would likely result in volume /speed of water approaching Tockenham Corner increasing and making any potential flood worse. Case closed.
Junction with Preston Lane C130. – Mermaid Corner. Continuous flooding causing serious deterioration of road surface.	May 2025	KW	WC	CCTV Survey of total drainage system. Road surface works Mermaid to Breach Lane following drainage remedial work. Action – Drainage and Highways Teams.
Pothole case No.- Greenway 148264 Orchard Lane – 148105 and 148101 Greenway 144238.	Jan 24	KW	My Wilts App	Reported. Awaiting repair/investigation. Ongoing as C class road – low priority.
A3102 Tockenham Corner – Culvert/road erosion	May 2025	KW		CCTV Investigation required by Highways (M Cook) of Culvert and road erosion. High Priority.

Tockenham Parish Council RoWs Appendix

Issue	Case #	Date Reported	By Whom	To	Progress
TOCK8 The stile is broken	00190589	11/10/24	NP	WC	Repaired by Ben who owns the field across from the stile, updated by Robert Cutler. Livestock to be reintroduced to the field.
TOCK7 Bridge broken	00190592	11/10/24	NP	WC	Still being handed over – spoke to WC who are chasing No update