

Minutes of Blunsdon’s Twentieth, Parish Council Meeting of 2025/26, was held on Monday 2nd February 2026 at 7.30pm. This meeting was held at Blunsdon Village Hall.

Cllr Members Present: Cllrs Ian Jankinson (IJ), Jim Tayler (JT), Ian Selwood (IS), Peter Hughes (PH), Sandra Keates (SK), & Paul Weston (PW),

Ward Councilors Present: None: **Members of Public** – None: **Officers:** Debbie Braiden, Clerk

25/256 APOLOGIES

Apologies received from Claire Boles (A/Clerk), Cllrs Kingsley Poulton & Nick Gardiner

25/257 DECLARATIONS OF INTEREST

1. There were no declarations of interest from councillors.
2. No written requests for dispensations for disclosable pecuniary or non-pecuniary interests were received, therefore, no requests for dispensation were made.

25/258 PUBLIC RECESS

1. Ward reports received – Cllr Gardiner reported that the **bridle path** closure was limited to two days and has been open since. The builder explained a trench had been dug to install 3-phase supply and for safety this trench was closed off until the supply had been installed. **Kingsdown** development ditch which was filled in is under investigation by SBC.
2. No public present.

25/259 MINUTES

RESOLVED: MINUTES from the Full Council Meeting 5th January 2026

1. The minutes of the Full Council meeting held on **5th January 2026** were **approved** as a true record of the meeting with one amendment, with Cllr Hughes proposing, seconded by Cllr Keates – the minutes were duly signed by the Chairman (IJ). **Note:** amendment for minute – 25/234/12 should read Pendle Property Designs – **not** Panda Property Designs
2. To **review** the Full Council action points for the above meeting and **to approve** further actions to be taken.
 - **Ongoing** – Items outside the control of BPC, awaiting update.
 - **In Progress** – BPC actions in progress.
 - **Complete** – Action completed; item to be removed from the list.

No	COUNCIL ACTIONS	Assigned to:	Status:
1	Community Building Car Charger: Cllr Keates advised that ‘Charge my Street’ are in contact with the insurance company with a quote for	Cllr Keates	Ongoing

	the repair, the claim should now start to be processed. Currently only one charger working 2/2/26 SK has chased via email. She confirmed the insurance company has offered a price and this has now been queried. SK asked a) who was being charged/paid for the use of and b) who is the contract held with.		
2	Electric Speed Sign: Await copy report on the traffic survey. IJ and P.Martlew to meet to discuss plans for Ermin Street, and update on Blunsdon Hill report. IJ chasing Philip re Ermin Street. PH confirmed next stage is to receive the traffic survey report & he will chase Martin. Cllr Hughes reviewed details provided by Highworth TC on signage and reports data to police, he is awaiting recommendation from Highways. IJ confirmed that planning permission for signage/post would need to be applied for. 2/2/26 Meeting with P Martlew & survey not yet received. Potential sites to be confirmed – IJ gave Julie Furneval as a contact at SBC for post positioning.	IJ & PH Clerk	Ongoing
3	Pavilion refurb - IJ to obtain quotes. 5/1/26 IJ has requested that Pendle Property Designs produce a proposal for refurb, to include electrics, mechanics, insulation, method statement for Feb 2026, this will be supplied to 3 builders to quote and provide a phased pricing to allow for budgeting. 2/2/26 Clerk has contacted Cllr Kevin Small at SBC for funding advice. To ask Oliver for a proposal of his services.	IJ Clerk	In progress
4	Water Seepage: middle of the road, bend at Front Lane & Back Lane. Reported to Thames Water twice and SBC Cllr Gardiner to invite an officer from Highways to visit. IS raised concerns of inclement & freezing weather approaching which will create ice in this area. 2/2/26 Agreed annual occurrence, currently dangerous due to icy conditions. Clerk contacted Cllr Weisinger. POST MEETING NOTE: Emailed received from Cllr Weisinger a case has been raised with SBC.	NG	Ongoing
5	High Street Path repairs: SBC job reference E30409 – Started but not complete. 3/11/25 A patch is missed around the utility access points towards the church, part towards the Blunsdon House, the narrow single path opposite the bungalows. Report again with specific instructions and pinpoint positions. Added 10/11 Reference numbers with SBC E31353 & E31354 2/2/26 PH has requested assistance from Cllr Weisinger. IJ mentioned JADU will be a good tool to follow progress.	PH A/Clerk	Ongoing
6	MUGA Water connection: 2/2/26 The clerk confirmed that Thames Water have been paid as approved. Since receiving payment Thames Water has sent a breakdown of costings as previously requested. JT is to find out build information from Slatters. POST MEETING NOTE: Clerk has received contact from TWA, and they agreed to visit site on 9/2/26 to discuss meterage costs. Arrange training for the new Hyundai sweeper on site with GM Clerk to enquire to insurance company regarding CCTV & Alarm – does this affect premium and cover? Gate Access controls – obtain 3 quotes. Meeting TBA for IS/IJ/JT with contractor to answer their questions.	Clerk JT IJ & JT Clerk A/C RFO IJ	Ongoing In Progress In Progress

	Electric Car Charging points – Octopus/Zest have been contacted.		
7	Gritting Module - IS to create new module to add gritting/winter maintenance. 2/2/26 awaiting costs from contractor.	IS	In Progress
8 new	Village Hall – LED replacements for both halls and emergency lights. PO to be sent to contractor – JT to supervise.	JT RFO	In Progress
9 new	Pavilion Refurb – Send a PO to Pendle Property to appease the 5 planning conditions. To arrange meeting on site with Oliver.	RFO	In Progress
10 new	Linley Play Area – Send PO to contractor for ROSPA report repairs.	RFO	In Progress
11 new	The Clerk to contact neighbouring PCs to seek applicants for administrative support with finance tasks and cemetery digitalisation, with a view to attracting suitably knowledgeable candidates.	Clerk	In Progress
ACTIONS UNDER REVIEW			
12	Traffic/footpaths: SBC expect an increase in funding for cycling & walking schemes. We want the footpaths to be improved for the school and the surgery. Also see AP no. 4 of 1/12/25. An update was provided to IJ to say SBC would allow access to S106 funds for pathways to school, bus stop etc to help with the 80 new homes project currently being reviewed. 2/2/26 IJ emailed SBC manager – no progress to report.	Cllr Jankinson Cllr Hughes	Ongoing
13	Kingsdown Development: S106 form still to be signed. Current Reserve Matters Plan is not acceptable. 2/2/26 SBC, Tim Thomas and team are still to provide updates. Meeting 16 th Feb TBC.	Cllr Jankinson	Ongoing
14	Openreach: On behalf of Virgin O2; carrying out groundwork through village. Project to be monitored. No reply received for updates from contractors. 2/2/26 No update.	Cllr Selwood	Ongoing
15	Council Garages: SBC - audit on all council garages in November; contact details have been provided to the Clerk & A/Clerk by (SW). Neighborhood warden said the report had been started but not completed, hoping for January completion. Delays were caused by residents not responding to removing goods from the garages. A/Clerk shared feedback with Ward Cllr Wesiginer. 2/2/26 No updates for meeting. POST MEETING NOTE: SBC has since shared info for all garages within the parish to A/Clerk.	Cllr S Weisinger A/Clerk	On Going
CLOSED ACTIONS (from these minutes)			
2	Defibrillators: The casing for the pavilion defib has been installed, BFC to arrange for the defib to be moved into casing. Clerk has emailed Rapid Response but has not received a reply refunding the MUGA defib. 2/2/26 JT confirmed delivery but thought the case code was missing. Once installed this is complete.	Cllr Tayler Clerk	completed
11	Heating at BVH has been adjusted, although the operational setup remains challenging. It's recommended that costings and suitability for installing a HIVE system, including provision for two thermostats and a hub, be researched. IJ reported, there's only one boiler for the complete system. There's no thermostat in the building. The heating is either on or off.	Cllr Jankinson	completed

IJ confirmed the scheduled date for the forthcoming meeting with SBC (Tim) to discuss the Local Plan and the traffic related issues arising from ongoing housing developments. IS reiterated that significant gridlock is already occurring, even without additional developments, and that existing infrastructure is insufficient to support current demand without the planned 925 homes already consulted upon with another 1200 homes still to come. Items proposed for the agenda include integration of the cycling plan, concerns regarding pollution and air quality caused by stationary traffic, and the associated stress and negative impact on residents' wellbeing these queues are having - related issues arising from ongoing housing developments. IS reiterated that significant gridlock is already occurring, even without additional developments, and that existing infrastructure is insufficient to support current demand

The time still TBC for Thursday 16th February at the Parish Office. IS, PW, IJ & JT to attend – electronic invite requested by IS and IJ to issue an agenda.

25/261 FACILITIES

1. Village Hall –

- Heating controls completed as per closed action point 11.
- 2 quotes were presented for the replacement lamps in both halls. It was **resolved** to go with option 1 for £1879.10 plus VAT, which also included emergency light replacements. It is noted this should save the council somewhere in the region of £600 - £900 in electricity costs over a year.
- Free cycle stands from SBC – **agreed** one could go at the back of the small hall.

2. Grounds Maintenance & Open Spaces - Clerk to printout GM plans for JT. GM contractor to inspect Ermin Street and plans for 5 year's maintenance – meeting TBA for JT, GM, RW, IS & Oliver.

3. Community Building –

- The Risk Assessments for all Council owned car parks were **approved**.
- Clerk to chase quote from contractor for valve replacement. **POST MEETING NOTE:** The quote has now been received.

4. Cemetery & allotments – NG confirmed that the first burial book had been scanned and works ongoing for the remaining books TBA.

5. Pavilion, Recreation Ground & Play areas – All RESOLVED for the following:

The following five conditions to be carried out by Pendle Property Designs at the hourly rate agreed:

- Create a list of external materials to be used on the building, roof tiles, walling, window colours etc.
- Construction Management Plan (CMP) – A list of 8 items to be considered in relation to the management of the construction phase, delivery timings, parking, safe access etc. It was noted that Oliver (Bath Land & Management) will be presenting to project

manage and apply for funding.

- Arboricultural Method Statement – To approach tree services for an AMS to cover the protection of existing trees close to the work site.
- Bat Survey Report – To approach an ecologist to provide a quotation for an initial scoping survey report which will take the form of a desk study and internal/external inspection of the building and loft space. The results will determine if further surveys are required.
- Surface Water Drainage – to obtain quotes and advice to discharge this planning condition. It is believed that surface water drainage for the existing building is via a soakaway – this needs to be justified with soakaway tests and size a new soakaway suitable to take the new roof areas.

Clerk to arrange a meeting at the Pavilion – JT, Kelly, Oliver & Clerk.

The quote for repairs of Linley Road play area resulting from the ROSPA report to be carried out for £265.00.

6. MUGA –

- Thames Water (TWA) connection to the office building – JT to find information required from Slatters and pass to TWA. **POST MEETING NOTE:** TWA has phoned to say they will meet on site 9th February to discuss the connection and costs.
- The Clerk confirmed that the first quarter maintenance was carried out by Slatters on 29th January. JT requested the certificate for the maintenance.
- Broadband BT – The Clerk confirmed that this has been ordered and awaiting installation dates from BT.
- The Hyundai sweeping machine has been delivered to site. IJ confirmed that GM contractor will train and assist with set up for the machine with the Ops Team. **RESOLVED** for JT/IJ to organise the training.
- Gate access controls – following various queries from members, JT requested that the contractor be called back to site to discuss these questions further. JT queried the third quote **POST MEETING NOTE:** The third quote has now been received and will be presented at the next meeting.
- Free cycle stands from SBC – **RESOLVED** to have one on site. JT confirmed that he has decided where one can be sited at the MUGA.
- IS requested the Clerk to find out from the insurance company whether the premises should be professionally monitored with CCTV & alarmed. Will it affect premiums?
- IJ confirmed that grants are not available to us for ongoing maintenance as the pitch is only 2G and not 3G standards.
- IJ has contacted Octopus energy & Zest regarding car charging points.
- The quote for parking posts to protect the office was retrospectively **approved**. £401.44 – JT will fix posts in place.

25/262 POLICIES

The Clerk presented the draft Asset Register – a few amendments were made. This final draft will be presented at the next meeting for approval.

25/263 CORRESPONDENCE

Everflow Water – confirmed over charge of company with less than 10 employees they owe us £205.68.

Voluntary Action Swindon (VAS) – advertising a new and free volunteer management platform. Anyone wishing to volunteer to phone 01793 538398.

SBC – initiatives including budget proposals for 26/27, social care paper, flexibility to use capital funding sources to support the revenue budget up to £22.3m, Swindon 2028 transformation programme, new community hubs in Swindon, bringing advice and support services to the doorstep, submitting an interest in 2029 UK city of culture competition.

25/264 EXCLUSION OF PUBLIC - No public were in attendance.

25/265 STAFFING

The Clerk had put forward a report with her recommendations for further staffing due to the high level of workloads currently being experienced by both the Clerk and Assistant Clerk.

Following a series of questions and clarifications, members **approved** that the Clerk proceed to contact local PCs to identify potential candidates to provide finance support and undertake ad hoc cemetery digitalisation work. Given current time constraints on the Clerk/RFO, it was emphasised that the preferred candidate should already possess a sound working knowledge of council legislation and relevant accounting systems.

25/266 PARISH MATTERS

IS informed the Council that the Rivan application hearing was set for 10th February at 18:00 hrs at Swindon Borough Council offices. All agreed that this should be circulated in the Council’s social media platform as much as possible.

The monthly Councillor’s Ward Surgery – will be held on this Saturday 7th at Blunsdon Café.

25/267 KEY MESSAGES FOR MAGAZINE/FACEBOOK/WEB

The water leak on Hunts Hill has been fixed again.
IS would like to thank SBC for the quick response and repairs to the large pothole on Back Lane.

25/268 CLOSE & SUMMONS TO ATTEND NEXT MEETING

Next month’s Full Council meeting to be held Monday 2nd March 2026 at 7.30pm
Next Finance meeting to be held on Monday 16th February at 7.30 pm
There being no further business the Chairman declared the meeting closed at 9.30 pm

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Signed by Chairman, Monday 2ND March 2026