

Minutes of Blunsdon Parish Council's 6th Meeting of 2026/27, which was held on Monday 6th July at 7.30pm. The meeting was held at Blunsdon Village Hall.

Council Members Present: Sandra Keates (SK), Ian Selwood (IS) Acting Chairman, Paul Weston (PW), Peter Hughes (PH), Vanessa Boyd (VB), Hazel Wakefield (HW), Nick Gardiner (NG) & Jo Barnett (JB)

Note: Cllr Jo Barnett left the meeting at 9pm

Ward Councillor Present: Nick Gardner (NG)

Members of Public (MOP) – 2

One MOP arrived at 9.05 pm & left at 9.16 pm

Officers: Debbie Braiden, Clerk. Claire Boles, Deputy Clerk.

26/66 APOLOGIES

Advanced apologies accepted from Cllrs Ian Jankinson, (Chair) (IJ), Kingsley Poulton (KP), & Lesley Elliot (LE)

26/67 DECLARATIONS OF INTEREST

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

26/68 ACCEPTANCE OF OFFICE

Acceptance of Office for Nick Gardiner, all forms were duly signed.

26/69 PUBLIC RECESS

1. **Ward reports received** – Cllr Gardiner provided an update regarding the planning enforcement issues relating to the trees at Hayfield. He will be updating residents directly on what actions they can take in his role as Ward Councillor. It was also noted that the 150–200 tree replacement requirement for Phase 2, would be addressed as a breach of planning, and this will form part of the enforcement discussions. In addition, we were reminded that adoption of roads and play parks is not mandatory for SBC, and at present no updates have been received on this matter.

SBC are progressing with an additional ANPR systems under phase 1 to help shape a safety programme for Swindon. Speed signs leaving Backhouse Estate are also due to be fitted. Cllr Gardiner has requested speed tubes for Kingsdown Lane and Turnpike Road. He noted that the speed signs on Turnpike and some on the High Street are not visible due to dirt or obstruction, he will arrange for this to be reported.

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2. **Public Recess** – No comments received.

26/70 MINUTES

RESOLVED: MINUTES from the Full Council Meeting 1st June 2026

1. **RESOLVED:** Proposed by Cllr Hughes & seconded by Cllr Weston. It was **resolved** they be accepted as a true record and the minutes were duly signed by Ian Selwood (IS), Acting Chairman.
2. To **review** the Full Council action points for the above Full Council 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: Charger installed, await fixing of rubber and bolt. 6/7 SK awaiting update	Cllr Keates & Clerk	Ongoing
2	Water Seepage: 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. Report on JADU system with photos JADU Ref: E38045 (Front Lane 20/5) JADU Ref: E38308 (Back Lane 20/5) IS confirmed even in this dry weather water is still seeping. SBC system says still under investigation 6.7.26 Thames Water currently have signs up to say work is taking place from 7 th July in this area.	D/Clerk	Ongoing
3	High Street Path repairs: 1/6 Highways response HHighwayMaintenance@swindon.gov.uk Report E37695 for the pavement Opp 76 High Street, inspection carried out and a job has been raised. Chased for update 6.7.26	PH D/Clerk	Ongoing
4	MUGA - Gate Access controls: Christys and Banham will do install on 16th July. Electric Car Charging points – No reply from Charge my Street CCTV - To investigate RING system for CCTV once gate system completed PAGE 308	D/Clerk Cllr Keates IS	In Progress In Progress In Progress
5	Community Building: • To get quotes for timber treatment in outside porch area by		

	entrance doors.	clerk	In Progress
	To get quotes to address the water leaking in loft area for pipe lagging due to condensation build up, 5 contractors have been selected to quote.		
NEW ACTION POINTS			
6	Community Building AC Obtain quote for cage for air conditioning unit	Clerk	New
7	Cemetery System - NG to provide log in details for Paul Weston, Clerk & D/Clerk - Checking of system records against physical books - Mapping of graves	NG	New
8	Caretaker Equipment Quotes for Stihl leaf blower, strimmer, shears, hedge cutter & PPE to be obtained	Clerk	New
9	Cemetery Maintenance - Replacement of resident bench – install quote £122 approved. Cost of bench & install to be submitted to residents. - Quotes for cutting back of rear bushes and tree from GM - Quotes for cutting back 2 trees and all trees at the entrance to the cemetery - Quote for new notice board at cemetery entrance	IJ IS/Clerk	In progress NEW
ACTIONS UNDER REVIEW			
10	Traffic/footpaths: SBC expects an increase in funding for cycling and walking schemes. We want the footpaths to be improved for school and the surgery. 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. 11/5 No updates provided so far awaiting traffic data. 1/6 IJ to chase – CWIP - IS confirmed path resurfacing preparation to adopt? No pathway from village to surgery – NG may be able to assist as now on Highways & Transport committee.	Cllr Jankinson	Ongoing
11	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. 11/5 Update in April – Reference Reg 19 will be in August C/F 1/6 No reply received, IJ wrote to Tim Thomas to confirm, is S106 signed, as there is activity around the development site. 2015 Local Plan, Persimmon and Primegate to fund infrastructure for 1650 houses. This was agreed in principle with Borough & Developers, but document has not been signed. PAGE 309	Cllr Jankinson	Ongoing
12	High Street: The road mirror at the methodist church has lost its reflective coating and will need replacement, IJ to consult with Highways.	IJ	Ongoing
13	Ermin Street: Update needed for Parish Online. Confirmation of what maintenance is needed, and who will be carrying it out.	IS & Clerk	Ongoing

CLOSED ACTIONS (from these minutes)

1	Community Building - Air Con quote Great Indoors - to obtain further servicing costs following first year. - Quote received from Shop Electrician for installation of AC. - Once AC installed, the Council to issue an invoice to the shop management. - PLI from BREEVES received. Place PO for the pavers to be re-sanded.		Closed
4	MUGA Hyundai sweeper: 1/6 Training complete, it works well but IJ to speak with Hyundai re accelerator cable as when brush engages it slows the sweeper down which is not correct.		Closed

DEFERRED ACTIONS

	Pavilion – electrical jobs – on hold - Pavilion Electrical Building Safety Test Certificate. 2/2/26 JT investigated this – few issues arose and on hold. - Pavilion – PAT testing for appliances. 2/2/26 Cllr Tayler liaising with BFC to remove all own goods that do not require PAT testing first. Clerk to ask Cricket Club.	Clerk	On hold pending refurb
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26/71 PLANNING

1. Planning decisions advised by Swindon BC were noted:

S/HOU/26/0435 Proposal: Prior Approval Notification for the erection of a single storey rear extension measuring 5.0m (from existing rear wall), 2.9m (maximum height) and 2.9m (height to eaves). Site Address: Agent: Ben Williams 12 Sams Lane, Blunsdon Swindon SN26 7AY

S/HOU/26/0511 - Proposal: Erection of proposed single storey side/rear extension, two storey rear and associated works. Site Address: Lilac Cottage, Kingsdown Lane Blunsdon Swindon SN255DL

S/TWC/26/0488/WOODCL Tree: Works to trees in a Conservation area.
 Site Address: Holly Cottage, 48 High Street, Blunsdon, Swindon

2. The following applications were considered and comments approved upon new applications deposited from Swindon Borough Council for comment listed:

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Planning Application Ref: **S/LDE/26/0727**

Description: Certificate of Lawfulness (Existing) for the on-going and unrestricted residential use of the property. Site Address: Happy Acre, Kingsdown Lane, Blunsdon Swindon SN25 5DL **Comments:** The Parish Council agreed to support the application.

Application Ref: S/HOU/26/0758

Description: First floor extension over existing Playroom to create self-contained annexe.

Site Address: Portquin Lodge, Portquin Cottage, Broad Bush Blunsdon Swindon.

Comments: The Parish Council agreed to support the application.

Application Ref: S/HOU/26/0805

Description: Erection of detached garage. Site Address: Eden Field, Kingsdown Lane,

Blunsdon Swindon SN25 5DL. **Comments:** The Parish Council agreed to support the

application.

Revised documents on application: Application Ref: S/RES/26/0396

Reserved matters application in respect of scale, layout, appearance, and scale in relation to approval of outline application reference S/OUT/20/0549 for the erection of 8 no self-build dwellings. All matters reserved except for access. At: Land East of Woodbine Cottage, Kingsdown Lane Blunsdon Swindon SN25 5DL. **Comments:** The Parish Council agreed to support the application.

3. To receive & note planning correspondence received

To review comments from SBC Planning Dept and Agent in relation to BPC response.

Application Ref: S/HOU/26/0603

Description: Erection of detached garage to rear garden. Site Address: Land Adjacent to Fairview Plot 3, Kingsdown Lane, Blunsdon Swindon SN25 5DL. **Comments:** The Parish Council agreed to support the application.

Cllr Gardiner updated the Council that SBC's Local Plan stage has now moved from Regulation 18 to the final Regulation 19, which was passed at Cabinet and will be going to Full Council early August. It is positive to see that there is no indication of the previously-proposed 4,000 homes at the Burytown Farm site in the current documentation.

The Council was also informed of a landowner's late submission proposing potential land off Little Rose Lane for consideration as a traveller site. While this does not indicate that the site will be used in practice, it would provide SBC with an identified location to legally offer should it be required to relocate illegal traveller encampments elsewhere in the Borough under national policy.

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26/72 FACILITIES:

1. Village Hall - Air freshener in the lady's toilet – supplied by PHS at an annual cost of £142.14. It was **Agreed** by all to add to contract but the end date should fall in line with the contract end date. It was noted the caretaker has cleared exterior drains that were filled with dirt.

2. Grounds Maintenance & Open Spaces

- a. All **approved** Oliver's contractor recommendations highlighted yellow from the four quotes received, for the Ermin Street Interpretation board – Cost total of £1730 (plus VAT) and noting there would be a further installation cost.
- b. All **ratified** retrospectively for Lee to cut back Sams Lane Junction due to H&S visibility for road users – cost £300 plus VAT

3. Community building

- a. A/C exterior units have now been raised above ground level and bolted to the building.
- b. It was agreed that cages are required, quotes to be obtained.

4. Cemetery & allotments

- a. NG provided an update on the new system, around 760 records have been uploaded. The majority of these need to be individually checked against the book to ensure data is correct. The database has a grave safety checking system linked, & photos and documents uploaded to each record. NG is still developing the system; he will provide log in details to Clerk, D/Clerk & Cllr Weston this week. He is currently looking at the plotting system for the cemetery to start preparing draft mapping which will then require physical checks.
- b. It was **agreed** that purchase of Stihl leaf blower, strimmer, shears, hedge cutter & PPE for caretaker should be provided, with quotes to be obtained and presented at next meeting.
- c. To receive an update for GM following residents' complaints. Several complaints regarding the Cemetery had been received in recent weeks. It was noted that the Grounds Maintenance Team had regrettably missed a scheduled grass cut in this area. The work has since been completed; however, owing to the length of the grass at the time of cutting, a considerable amount of long grass was left lying over graves. The Clerk undertook to verify that no additional charge has been applied to this job.

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- d. It was **resolved** that the cutting back of bushes and tree overhanging and shadowing graves was needed as the area has become very overgrown. IS will chase the quotes with the GM contractor this week. In addition to this, the main trees to the entrance of the cemetery, while providing an arch they had become tall and significantly overbearing. It was **agreed** to obtain quotes on both partial removal (two trees) and full removal (all four trees) of the fir trees.

e. To approve notices for both abandoned graves maintenance and memorial testing c/forward to next meeting.

f. All **approved** quote for installation of new bench & remove old bench @ £122.00 from BRREEVES. This is all subject to the resident approving the cost of the advised bench sourced via BPC & install costs.

5. Pavilion, Recreation Ground & Play areas – It was noted that the Planning Conditions for the Pavilion had been submitted to Swindon Borough Council, and All Members retrospectively **ratified** the payment of £400 for the planning submission costs, which had already been paid to be able to submit.

6.MUGA

a. WIFI installation due 10th July

b. Gate Access installation due 16th July

26/73 FINANCE

1. All **approved** NEW Co-option Policy updated version, to include a buddy scheme so that each new councillor is allocated an existing member to assist with training & advice.
2. All **approved** Standing Orders amendment– Insert of “2 hours” for length of meetings, was missing from Section 3. subsection w, on page 11
3. The forming a Finance Committee was discussed, it was agreed that this would be carried forward to the next meeting.
4. An update on the new members for working groups/finance committee was discussed, the Clerk will provide a list of groups to all members with a brief description of what each group entails. The members can then decide which groups they are interested in at the next meeting.
5. ‘Terms of Reference’ for new Finance Committee carried forward to next meeting.
6. The format for future meetings was carried forward to next meeting.
7. All **approved** transfer of funds as per budget from General Reserves to the following EMRs:
 - a. £3000 to New SID EMR (was election money not used)
 - b. £200 to the Cemetery Extension EMR which currently holds £2,895.16
 - c. £1500 to New MUGA carpet replacement EMR fund – this will build each year by £1500 ready to replace the carpet.

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- d. All **approved** and **verified** Charlotte Matthews as the Council’s internal auditor for 2026-27 accounts; confirming that she is an independent body from the Council and qualified to undertake the internal audit.

26/74 CORRESPONDENCE

1. CSW speed signs – IJ has ordered (at no cost).
2. 63 Sutton Park – vegetation overgrowth onto public path has been cut back. The property is currently vacant and not maintained, the Clerk will write to the resident to see if any contact can be made.

3. Evri Locker – it was discussed and agreed that the Council had no appropriate place for an Evri locker unit.
4. Various cemetery complaints were covered in item 26/72.4, due to a missed cut of the cemetery by GM contractor.
5. 34-39 Pearce Close - A resident reported missed cuts by the GM contractor plus bramble growth from the property opposite the Church. The Clerk confirmed land behind 34-39 Pearce Close is on the GM contracted POS area. IS will discuss with the GM contractor this week.
6. Notes from Lesley for the SLFC meeting were provided to all members, it was agreed that it was a useful meeting to attend to be kept updated on SBC community benefits.

Additional correspondence received after posting agenda: A resident request for sharing local business/crafts/hobbies has been received, it was agreed that business related advertising should be directed towards the local magazine.

26/75 PARISH MATTERS

It was noted water seepage on the road of Hunts Hill has been reported to SBC and Thames Water by D/Clerk.

The primary school have confirmed that they will be opening a pre-school from September.

IS - No update has been received for the completion of the Microsoft email accounts for parish members. NG to chase.

The hazard sign at the top of Hunts Hill requires replacement/repairing, NG to report.

26/76 KEY MESSAGES FOR MAGAZINE/FACEBOOK/WEB

- Digitalisation of records for cemetery.
- Wi-Fi at MUGA/Parish Office will soon be installed on 10th July, at which point the Clerk will be in the office every Wednesday for the public to attend for any queries or information. **Office open hours for the public on Wednesdays will be, 10.30 am – 12 mid-day & 3 to 5 pm.**
- Gate access system at MUGA
- New bench for Ermin Street.
- Golden Gatherings

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26/77 CLOSE & SUMMONS TO ATTEND NEXT MEETING

The next Full Council meeting is Monday 3rd August, and the next Finance meeting is Monday 20th July. There being no further business the Chairman declared the meeting closed at 9.17 pm.

It is noted that at the close of meeting a resident arrived to discuss hedge cutting, he was informed that the meeting had been Closed. The Parish Council confirmed that they had not cut the hedge and NG agreed to enquire with Swindon Borough the same.

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Signed by Chairman, Monday 3rd August 2026

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