

FIRSDOWN PARISH COUNCIL
Mrs AC Purves, Parish Clerk
Cranbourne, White Way, Pitton, Salisbury, Wilts, SP5 1DT
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4th September 2026

Dear Councillor

You are summoned to attend the ordinary Meeting of **Firsdown Parish Council** to be held in the Meeting Room of Winterslow Village Hall on **Thursday 10th September 2026 at 7.30 pm** to transact the following business.

Yours faithfully,

Catherine Purves

Mrs AC Purves FSLCC

Parish Clerk

The Press and Public are invited to attend, and so there will be an **Open Forum** at the beginning of the meeting to allow members of the public to ask questions or make comment regarding the work of the Council or other items which affect the Parish.

Please note that proceedings may be recorded

Wiltshire Councillor Rich Rogers will give his report

AGENDA

53.26 To receive apologies for absence

54.26 To receive any Declarations of Interest from Members

- a. To receive any **Declarations of Interest** in respect of matters contained in this agenda
- b. To consider any **Dispensation Requests** received by the Parish Clerk and not previously considered.

55.26 Minutes

- a. To approve and sign as a correct record the minutes of the extra ordinary Firsdown Parish Council meeting held on 22nd June 2026
- b. To note that the meeting scheduled to be held on 2nd July 2026 was inquorate.

56.26 To consider any items raised in the public session (Note no decision can be made)

57.26 To receive reports from:

- a. The Chairman, including an update on the Pitton Community Shop and WALC Road Safety seminar
- b. The Parish Clerk
- c. The Council's representative to the Southern Area Board
- d. Firsdown Conservation Group
- e. Community Speed Watch

58.26 Finance

- a. To note the bank balances as of 31st August 2026:
Current: £426.67, Deposit: £42,460.34
- b. To approve the following internal bank transfers undertaken by the Clerk:

- i. 8th May 2026 – £700.00 from deposit to current
- ii. 10th July 2026 - £1250.00 from deposit to current
- iii. 4th August 2026 - £1000.00 from deposit to current
- c. To confirm retrospectively for payment a schedule of accounts for June 2026 in the sum of £1168.13
- d. To confirm retrospectively for payment a schedule of accounts for July 2026 in the sum of £1395.53
- e. To confirm retrospectively for payment a schedule of accounts for August in the sum of £998.75
- f. To confirm for payment a schedule of accounts for September in the sum of £867.70
- g. To note the August 2025.2026 Budget Monitoring form
- h. To note the August 2025 bank reconciliation
- i. To consider the earmarked reserves for 2026/2027
- j. To note the 3.3% increase in the National Joint Council's Spinal Column Points pay rates which applies with immediate effect backdated to 1st April 2026.

59.26 Governance

- a. To note and action as appropriate the recommendations from the Internal Audit Report:
 - R1 – ensure hyperlink to Wiltshire Council's Members' Registers of Interest is published on the Councillors' Profile Page
 - R2 – consider reviewing and adopting the Local Government Association's Model Code of Conduct and the Society of Local Council's Civility & Respect Pledge
 - R3 - Include digital and data security in the General Risk Register
 - R4 – Issue Clerk with new National Association of Local Council's model contract of employment reflecting her continuous terms of employment from 2018
 - R5 – Underpayment of Clerk for FY2025/2026
 - R6 – Formal notification of annual increase in the nationally agreed National Joint Council's Spinal Column Points pay rates to the Parish Council to the next formal meeting after receipt by the Clerk
 - R7 – Adopt and upload the latest Information Commissioner's Office Publication Scheme to the website.
 - R8 – Adopt a policy giving clear instructions about submitting a Freedom of Information Request to the Parish Council
 - R9 – Ensure the Parish Council website is fully compliant with current accessibility legislation as amended from time to time.
- c. To agree and adopt the ICO recommended Data Protection Complaints Procedure
- d. To agree and adopt the ICO recommended Publication Scheme
- e. To agree and adopt instructions about submitting an FOI request to the Parish Council

60.26 New Issues raised for consideration and action as necessary

- a. To consider a request for possible additional signing and lining on the A30/London Road in the Figsbury Ring area
- b. To note receipt and any recommended actions from the 2026 Annual Play Inspection
- c. To consider electronic communication within the parish
- d. To consider and respond to Wiltshire Council's Community Governance Review

61.26 Highway/Parish Steward/Footpath matters.

- a. *To note any new Highways issues*
- b. *To note any new tasks for the Parish Steward*
- c. *To note any new footpath matters*
- d. *To note any other updates:*

- i. Dropped kerb at Firs Road/A30 junction*
- ii. Proposed works at Dunstable Crossroads*
- iii Proposed additional lining and signage at Old Malthouse Lane/White Way/A30 junctions*

62.26 Planning

- a. To consider a response to planning applications received: None*
- b. To consider a response to applications notified between the publication date of the agenda and the date of the meeting, if necessary*
- c. To confirm the response determined by email for applications received since the last meeting:*

i. PL/2026/03622 – Certificate of Lawfulness re the existing use of the container, container area and associated access, confirming they have been in continuous existence for more than 10 years at The Old Chalk Pit, Old Malthouse Lane, Ford – Object on the basis the site has already been refused permission for B8 storage. The applicant has not demonstrated the continued need exists for the existing container to support the agricultural holding, nor addressed the frequency of use/access to the existing container, nor shown how the continued use of the container will address the highway/noise and environmental aspects which were reasons for the refusal of the site to be used for B8 storage in 2023.

ii. PL/2026/04371 – Certificate of Lawfulness for existing continued use of land with timber lodge as a separate residential dwelling at Lodge, Clearway House, Firsdawn: Object. The applicant has not made clear what the original planning application was for the erection of the dwelling and what conditions were attached.

Firsdawn PC objects to the continuing placement/erection of temporary dwellings on this site without prior planning permissions being sought and granted. Certificate of lawfulness applications are being sought retrospectively after the appropriate period of time has passed to make the dwellings legal.

In 2014, an application for the erection of 2 mobile homes (14/06525/FUL, dated 27 June 2014), was refused by notice dated 9 September 2014) which stated that:

The proposed development constitutes an unjustified form of residential development in the countryside that does not relate to a clearly established existing/essential need for rural worker(s) to be accommodated on or near an agricultural holding.

The proposal is thereby considered contrary to Policies C2, H23, H27, H28 & H32 of the adopted Local Plan (constituting saved policies listed in Appendix C, of the adopted South Wiltshire Core Strategy), and also contrary to Core Policy 3 of the adopted South Wiltshire Core Strategy and Core Policy 48 of the emerging Wiltshire Core Strategy, and also contrary to the guidance contained within the NPPF & NPPG.

It is Firsdawn PC's view that the same conditions apply here, the applicant is not using the accommodation to provide dwellings for rural workers, nor has provided the evidence required that such facilities are needed.

- d. To note planning decisions made by Wiltshire Council since the last meeting:*

i. PL/2026/01441 – lawful development/existing use of the positioning and use of a twin unit as a residential dwelling at Lodge, Clearway Garage House, Firsdawn. Approved 18th May 2026

ii. PL/2026/02187 – single storey front extension to form enclosed porch/entrance at 77 Firs Road Firsdawn. Approved 3rd June 2026

iii PL/2026/02421 – variation of Condition 2 of PL/2024/06074 – reduction in dwelling size and removal of rear balcony and single storey element to front of 7 Firs Road, Firsdawn. Approved 23rd June 2026.

- e To note that Wiltshire Council is calling for sites for development for possible inclusion in its new Local Development Plan.*

63.26 To review and note other ongoing matters or decide on further action. As

appropriate

- a. Purchase of second replacement bench
- b. Hedge/trees and grass cutting on the byway
- c. Benchmarking of the Council and Clerk's role
- d. Joint gully emptying project with Grimstead, Idmiston and Pitton & Farley Parish Councils

64.26 Items for the next agenda

65.26 To note the date and time of the next ordinary meetings of the Council

Thursday 5th November 2026 at 7.30pm in the Meeting Room of Winterslow Village Hall

66.26 To close the meeting

Councillors must consider the following when discharging their duties: Equal Opportunities (Race, Gender, Sexual Orientation, Marital Status, and any Disability), Crime & Disorder; Health & Safety; Human Rights; Biodiversity