

# Donhead St Andrew Parish Council



Minutes of the Parish Council Meeting  
Held in St Andrew’s Church, St Bartholomew’s Street  
Donhead St Andrew

**Thursday 15<sup>th</sup> January 2026 @ 7:00pm**

**Present:** Cllr Simon Barkham (Chairperson)  
Cllr Clive Burrows Cllr Shena Kozuba-Kozubska  
Cllr Jane Sullivan Cllr Jennifer Luckyn-Malone  
Cllr Jeremy Hartley Cllr Patricia Maxwell-Arnot  
Cllr Brent Hyde-Smith

**In Attendance:** Simon Pritchard: Parish Clerk & Responsible Finance Officer

**Members of the Public:** Four

**Questions or Statements from Residents:**

- Three members of the public attended to voice concern about planning application PL/2025/08847 (agenda item 54). If planning permission was to be granted a planning condition should be added to stop the barn being converted into anything else, in particular a domestic dwelling; regret that the application makes no reference to clearing the scrap yard at the top by the road.
- A fourth member of the public attended to hear the debate about Crofters Lodge (agenda item 55). They are aware that the owner visits it about four times a year, it is in very poor condition and littering the surrounding area.

**Report from Wiltshire Councillor Gerry Murray:**

Cllr Murray’s written report was circulated before the meeting, he was unable to attend the meeting due to an overrunning Wiltshire Council meeting in Trowbridge

**Planning: New NPPF and Local Plan Pause:** *You will know as reported in December that Wiltshire’s new Local Plan examination has been paused by the Planning Inspectorate. A detailed letter as to the reasons has now been released by the Examiners and it’s certainly not straightforward. A reply from the Wiltshire Council Head of Strategic Planning is required by 30<sup>th</sup> January. At that point we will know much more as to how this is going to play out. To complicate matters, in the meantime the government have released a new NPPF for consultation between now and 10<sup>th</sup> March. I would encourage you to participate in this consultation*

*This is much more than an annual update; it is in fact a complete re-write of the NPPF in a new format and with many substantial changes. If you’re in the planning business you’ve got a lot of reading to do. Responses to the consultation must be before 10<sup>th</sup> March*

**HRC access in Wiltshire and surrounding counties:** *The booking system for the Shaftesbury tip has been delayed until the spring. In the meantime, go ahead has been confirmed for the*

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Signed Chairperson:.....Date.....

development of a booking system for all HRCs in Wiltshire. This is a necessary precursor to any deal with other councils for use of their sites but it will take a long time.

**Revamp the Tank:** Revamp the Tank definitely seems to have stalled. Please forward to me the names of any who are frustrated/puzzled by this. I think we should be making a fuss about it.

**Parking:** There will be a major review of parking policy presented at Cabinet later this month. If there are any strongly held views, I will be happy to represent them  
Local Authority budget season approaching. Update for your next meeting.

### **Wessex Fibre Broadband to Residential Homes:**

Nick Martin (Wessex Fibre Broadband Voluntary Coordinator) circulated a written report before the meeting. This will be available on the Parish Council website.

Agenda Item:	
<b>50</b>	<p><b><u>Apologies of absence:</u></b></p> <ul style="list-style-type: none"> <li>• Cllr Alistair Stoker - away</li> <li>• Cllr Gerry Murray - previous meeting overrun</li> <li>• Nick Martin (Wessex Fibre Broadband Voluntary Coordinator)</li> </ul>
<b>51</b>	<p><b><u>Declarations of Interest:</u></b></p> <p>None</p>
<b>52</b>	<p><b><u>Adoption of Previous Council Meeting Minutes:</u></b></p> <p><b>a. Thursday 13th November 2025</b>  <b>It was proposed by Cllr Luckyn-Malone to adopt the minutes of Thursday 13th November 2025, seconded by Cllr Sullivan and resolved unanimously.</b></p> <p><b>b. Saturday 29<sup>th</sup> November 2025 - Extra meeting</b>  <b>It was proposed by Cllr Hyde-Smith to adopt the minutes of Saturday 29th November 2025, seconded by Cllr Burrows and resolved unanimously.</b></p>
<b>53</b>	<p><b>SAVE THE FORESTER:</b></p> <p>Cllr Barkham verbally updated the meeting on behalf of The Donheads Community Benefit Society Limited. More than 130 people, including the local MP, attended the public meeting on 15<sup>th</sup> Nov 2025.</p> <p>The application to have the Forester registered as an Asset of Community Value - submitted to Wiltshire Council by the Parish Council and supported by over a 130 people and the Donheads Community Benefit Society - has been approved.</p> <p>The application by the owners of the Forester for a change of use - allowing the building to be sold as a residential home - has been objected to by over 240 people, the Parish Council and the Donheads Community Benefit Society. The Wiltshire Council decision date is now the 6<sup>th</sup> of February. It has been put back as more financial information was submitted to Wiltshire Council by the business owners (Country Inns).</p>

	<p>The Donheads Community Benefit Society is targeting raising funds of up to £750,000 - to date £521,000 has been pledged. A business plan and share prospectus is being written.</p>								
<p><b>54</b></p>	<p><b><u>Planning Applications Submitted to Wiltshire Council:</u></b></p> <table border="1" data-bbox="268 439 1190 586"> <tr> <td>Application No:</td> <td>PL/2025/08847</td> </tr> <tr> <td>Application Type:</td> <td>Full planning permission</td> </tr> <tr> <td>Proposal:</td> <td>Agricultural barn</td> </tr> <tr> <td>Site Address:</td> <td>Grass Paddock, Donhead St. Andrew, SP7 9EG</td> </tr> </table> <p>The Parish Council carried out a site visit to the Grass Paddock on Saturday 29<sup>th</sup> November 2025, this was facilitated by the Owners and the Architect. The council was unable to determine a response to the application on the 29<sup>th</sup> as it was felt a lot of information was missing from the application: What is the intended use, is it equestrian or agricultural? - will it be commercial?; What is the justification? There needs to be a landscape assessment; How will the barn be accessed? It had been agreed that this information would be supplied to Wiltshire Council, as part of the online application, but to date the only additional document to have appeared is a highways access plan. Comments were made that:</p> <ul style="list-style-type: none"> <li>• There is no agriculture taking place, so why the need for an agricultural barn?</li> <li>• If it is to be used as a stable, then a change of use is required and there is a concern for animal welfare if horses are locked in stables with no one living onsite</li> <li>• Giving approval for such a barn, with no obvious use could set a precedent</li> <li>• Noted there is no application to change the use of the agricultural field to equestrian use.</li> </ul> <p>19:25 - A fifth member of the public joined the meeting.  <b>It was proposed by Cllr Burrows to submit a letter of objection, seconded by Cllr Hyde-Smith and resolved unanimously.</b></p>	Application No:	PL/2025/08847	Application Type:	Full planning permission	Proposal:	Agricultural barn	Site Address:	Grass Paddock, Donhead St. Andrew, SP7 9EG
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<p><b>55</b></p>	<p><b><u>Crofters Lodge - Continuing Deterioration:</u></b></p> <p>The poor condition of the Lodge was noted. Thatched roof has fallen apart and has a plastic sheet over it, that has disintegrated and is littering and contaminating the surrounding area. The building isn't habitable. Noted that it is not a listed building. The owner is known and lives locally.</p> <p><b>It was agreed to write to the owner and ask what their plans are for the building.</b></p> <p>Noted that there is a house on the A30 at the end of Overway that is in an even worse condition - owner not known.</p>								
<p><b>56</b></p>	<p><b><u>Parking at Watergate Cottage, Wardour Lane:</u></b></p> <p>The Parish Clerk explained that the owners of the Cottage have had their application for a new driveway refused by Wiltshire Council partly due to the sight lines, but also as Wiltshire Council claim that the Parish Council objected to the new entrance. The homeowners are re-applying to Wiltshire Council for consent having engaged with a Highways Consultant and are now able to demonstrate that alterations can be made to ensure that the sight lines comply with the regulations.</p> <p>The Parish Council agreed at the November 2025 meeting that it would write to Wiltshire Council to point out that it has not objected to the application, in fact the</p>								

	<p>Parish Council has not been consulted. The Parish Council's letter asked that the statement on the refusal letter that the Parish Council objected be revoked by Wiltshire Council. There has been no response from Wiltshire Council.</p> <p><b>It was agreed that Wiltshire Councillor Gerry Murray be contacted to see if he could get a response from Wiltshire Council.</b></p> <p>It was felt that it was important for the Parish Council's letter to be linked with the re-submitted application.</p>
<b>57</b>	<p><b>PARISH COUNCIL FINANCE:</b></p> <p><b>A. <u>Approval Of Payments:</u></b>  1. S. Pritchard - WFHA &amp; Travel: Nov - Dec 25 - £59.20  <b>It was proposed by Cllr Barkham to make the payments, seconded by Cllr Hyde-Smith and resolved unanimously.</b></p> <p><b>B. <u>Payments Made Since The Last Meeting:</u></b>  This information was circulated ahead of the meeting and was received.</p> <p><b>C. <u>Budget Vs Spend To Date:</u></b>  This information was circulated ahead of the meeting and was received. A few questions were clarified by the RFO.</p> <p><b>D. <u>Appointment of Internal Auditor:</u></b>  The effectiveness of the audit was debated, including the pros and cons of keeping with the same auditor. The Parish Clerk had spoken to a local accountancy firm that offers the service to give some base for a price and service comparison. The current auditor, is considerably cheaper and is a Parish Clerk, offering the best overview of the governance and will provide a consistency in the reporting.  <b>It was proposed by Cllr Barkham to re-appoint Mrs N. Phillips, seconded by Cllr Burrows and resolved unanimously.</b></p>
<b>58</b>	<p><b><u>Parish Council Donations:</u></b>  <b>It was proposed by Cllr Barkham to donate £75 to the Wiltshire Ramblers in recognition of their work in the Parish during December, installing three new gates, seconded by Cllr Hyde-Smith and resolved unanimously.</b></p>
<b>59</b>	<p><b><u>Parish Council Budget and Precept 2026/27:</u></b>  The RFO had circulated a draft budget and three options for funding. The council examined the individual lines; no changes were made to the draft.  <b>It was proposed by Cllr Hartley to set the total Budget at £14,888 and the Precept at £13,930.88, seconded by Cllr Hyde-Smith and resolved unanimously.</b>  The shortfall of £957.12 will come for reserves. The increase for a band D household is £2.61 per year (5%)</p>
<b>60</b>	<p><b><u>Meeting Dates July 2026 Onwards:</u></b>  Suggested: 9th July; 10th September; 12th November; 14th January 2027; 11th March 2027; 13th May 2027.</p>

	<p><b>It was agreed to approve the suggested meeting dates.</b></p>
<p><b>61</b></p>	<p><b>Verbal Reports:</b> To receive any verbal reports.</p> <p><b>a) Chairperson’s Report</b></p> <ul style="list-style-type: none"> <li>○ <b>Pedestrian Gates:</b> three gates installed on DSTA4, a further gate to be installed on DSTA2.</li> </ul> <p><b>b) Cemetery Update</b> - Cllr Hyde-Smith</p> <ul style="list-style-type: none"> <li>○ Cemetery looks to be in lovely condition.</li> </ul> <p><b>c) Highways / Parish Steward</b> - Cllr Burrows</p> <ul style="list-style-type: none"> <li>○ The Parish Steward service has been suspended until the end of January to allow them to fill potholes.</li> <li>○ Have seen that there are to be repairs to the C61 - would like more information. There are also a few other local maintenance repairs showing on the one-network website.</li> </ul> <p><b>d) Rights of Way</b> - Cllr Maxwell-Arnot</p> <ul style="list-style-type: none"> <li>○ Very pleased with all the lovely new gates, all very welcome.</li> <li>○ Gap under the new Mill Lane gate onto the road could be an issue for some dog owners.</li> </ul> <p><b>e) Flood Warden</b> - Cllr Hartley</p> <ul style="list-style-type: none"> <li>○ Sorry to report that he doesn’t have the time to continue with the Flood Warden role. There is a lot of work around contingency still to be done.</li> <li>○ The role of Flood Warden will be advertised.</li> </ul> <p><b>f) Parish Clerk’s Reports</b></p> <ul style="list-style-type: none"> <li>○ <b>Wiltshire Best kept Village Competition:</b> applications now open.</li> <li>○ <b>Berry Wood Lane Storage Hut:</b> the new storage hut on the edge of the woods has been built under permissive planning rules.</li> </ul>

End of Formal Meeting 20:49