

WROUGHTON PARISH COUNCIL



FULL COUNCIL MEETING

Minutes of the meeting held on 21 July 2025 at 7.30pm
At the Ellendune Community Centre, Barrett Way, Wroughton. SN4 0RX

Councillors: Cllr J Hewer
Cllr D Archer
Cllr G Cook
Cllr D Hooper
Cllr N Hooper
Cllr W McGregor
Cllr N McMahon
Cllr E Shaw
Cllr H Woodward

Officers: Amanda Woodhead, Community Projects & Events Officer.

Public: 1

FC/223 **Apologies**

Apologies received from Ward Cllr Matty Courtliff and Cllr Diane Archer.

FC/224 **Co Option of Parish Councillor**

Members interviewed two applicants for the position of Co Opted Parish Councillor and RESOLVED to Co opt Justin Lowe onto the Parish Council. Cllr J Lowe joined the meeting.

FC/225 **Declarations of Interest & Applications for Dispensation**

There were no Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 24 May 2024.

FC/226 **Public Questions**

One member of the public present, no comments or questions were raised.

FC/227 **Minutes of the Previous Meeting**

Members RESOLVED to approve the minutes to be a true and accurate record of the Full Council meeting on 21 July 2025.

FC/228 **Chairs Report for Information.**

Member received a report from the Chair, a copy is attached as Appendix A in the Minute Book.

Cllr H Woodward and Cllr G Cook queried the recording of minutes policy, the Chair confirmed that the parish council will be reviewing this policy at the next F&GP meeting on 18th Aug.

FC/229 **Ward Councillor**

Apologies received from Cllr M Courtliff.

No apologies from Cllr A Poole

Cllr G Cook provided the following update:

Hosepipe Ban: Begins tomorrow with some exemptions; a priority list is in place.

Local Issues: Road closures at Overtown Hill and Salthrop Farm Lane.
Parking complaints near Ridgeway School.

Planning: New application at Langton Park for 14 new homes.

Road Safety Concerns raised about Brimble Hill - Martin Mansfield received an unhelpful response from SBC; upcoming Road Safety Meeting in August may help which is being arranged by SBC, WPC and the local MP.

Events & Signage: Summer Fête at Fessey House on 2nd August.

Signage updates in Elcombe, including finger posts.

Public Engagement: Residents can send recordings to SBC regarding planning complaints.

FGP/230

Clerks Operational Meeting (SBC)

Members received an update from the Clerk Regarding the recent operational meeting with SBC and other Clerks and parish councils regarding SBC processes and issues. A copy of the update can be found as Appendix B in the Minute Book.

FGP/231

Wroughton Community Library

Members received a report from the Library Supervisor, a copy of which is attached as Appendix C in the Minute Book.

Cllr N Hooper has requested that moving forward he is consulted on any SEN specific activities or purchases as can assist with information which may be useful.

FGP/232

Friendship Café

Cllr L Campisano provided a verbal updated regarding recent activities at the new Friendship café in the Wroughton Library.

At today's café the group saw new members arrive with around 6 new people staying for teas and coffees, the Bowls Club event was also a great success with many turning up for the new sporting activity idea.

The volunteers of the friendship group have asked if the funds are again going to be put in to next year's budget. The Chair confirmed that the budget will be decided on later in the year however due to the success of the group it is unlikely that that the finding would be axed.

8.24pm Cllr B Streeton left the meeting.

FC/233

Parish Council Representatives' Report

Members RECEIVED the following reports from Members of outside bodies:

11.1.1 Transport Reps (Cllr G Overbury & Cllr N Hooper) Graham – Boulevard opening on 31st Aug. Information station has closed but the new one is set to be open at the Boulevard shortly. Public toilets to be open now with a new charge of 30p.

11.1.2 Carnival Committee (Cllr L Campisano & Cllr D Archer)

All noted that this year's event was a success, even due to the weather. The head count was good and even £954 has been raised over the funds last year. The committee also received an extra £1000 in sponsorship this year. Danter's Fun fair did not extend to 8pm as originally hoped and this may be reviewed again for next year's event.

11.1.3 No update from Wroughton History Group as apologies received from Cllr D Archer.

- FC/234** **Ellendune Hall Trust – Charity Commission Update**
Members received and NOTED the correspondence received from the Charity Commission regarding the Section 105 order which allows the trustees (WPC as sole trustee) to transfer the assets from the Ellendune Hall Trust ('transferring charity') to The Ellendune Community Centre CIO ('receiving charity'). A copy of the notes and information is attached as Appendix D in the Minute Book.
- Members NOTED the accounts for 2023 / 2024 have been signed off by the internal examiner.
- FC/235** **Wichelstowe Sports Hub**
The Chair provided a verbal update regarding the Wichelstowe Sports Hub consultation and the next steps in the planning process.
All present NOTED that the consultation is still open for a little longer and will close at the end of July. More info can be found on our parish website under news and events : [Wichelstowe Sports Hub | Lets Talk Swindon](#)
- The Community Projects and Events Officer advised that she has been liaising with the Joint Venture Team regarding play area specifications and helping with the future planning of the play space.
The Clerk confirmed that she has received correspondence from Draycott Sports and she has put them in touch directly with the JVT to progress.
- FC/236** **SMASH Youth Work**
The Community Projects and Grants officer provided an update regarding the recent youth activities, a copy of the recent update is attached as Appendix E in the Minute Book.
All NOTED that the parish council working with SMASH is now reaching 328 young people in Wroughton & Wichelstowe.
- FC/237** **Clouts Wood Closure**
Members received correspondence from the Wiltshire Wildlife Trust and note the closure of Clouts Wood to the public from 21 July until further notice while essential ash tree felling work is carried out. A copy of the correspondence and update is attached as Appendix F in the Minute Book.
- FC/238** **Christmas Event**
A verbal update was received from the Community Projects and Events Officer regarding this year's Christmas light switch on event on Saturday 30th November.
We have confirmed sponsorship from local businesses which will contribute well to this year's Christmas tree and also the offering of more mulled wine from the "Friends of the Ellendune Community Centre".
- All NOTED that there is also a date allocated for this year's Christmas Councillor event which is Thursday 18th December, finer details to follow nearer the time.
- FC/239** **Exclusion of Press and Public**
Members RESOLVED in accordance with Standing Order 3(d) that 'in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw'.
Reason: **Commercially Sensitive**
- FC/240** **Building Works – Ellendune Community Centre**
Members considered quotes for alterations of the Ellendune Community Centre front entrance, public toilet access and internal changes to the parish council office and Ellendune office. A copy of the quote is attached in the confidential minute book.

The Clerk provided a verbal update and advised that we are waiting on a further quote for the electrical works to be able to finalise the total cost.

Members RESOLVED to agree that the delegated decision to instruct works be given to the Clerk in agreement with the Chair and Chair of the Community Assets and Open Spaces Committee to enable the works to go ahead as quickly as possible.

Action: Update from the Clerk to be sent via email and the next relevant committee meeting.

The meeting closed at 8.45pm.

Signed:
Chair of the Council

Date:

DRAFT