

WROUGHTON PARISH COUNCIL



FULL COUNCIL MEETING

Minutes of the meeting held on 20 October 2025 at 7.15pm
At the Ellendune Community Centre, Barrett Way, Wroughton. SN4 0RX

Councillors: Cllr L Campisano (Vice Chair)
Cllr G Cook
Cllr D Archer
Cllr D Hooper
Cllr W McGregor
Cllr L Coady
Cllr B Streeton
Cllr W McGregor
Cllr N McMahon
Cllr H Woodward

Officers: Zoe Dyer, Finance & Administration Assistant.
Amanda Woodhead, Community Projects & Events Officer

Public: 1

FC/252 **Apologies**
Apologies received from Cllr J Hewer, Cllr L Ramsey and Cllr J Lowe.
No apologies received from Ward Cllr A Poole.

FC/253 **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/254 **Public Questions**
One member of the public present, no comments or questions were raised.

FC/255 **Minutes of the Previous Meeting**
Members NOTED the inaccuracies with the attendance list from September and included Cllr G Overbury and Cllr L Coady to the attendee list. Members then RESOLVED to approve the minutes to be a true and accurate record of the Full Council meeting on 22nd September 2025.

FC/256 **Co Option of parish councillors.**
Members RESOLVED to Co opt two new parish councillors onto the parish council, Cllr Matthew Smith and Cllr Matthew Courtliff, both new members were invited to stay for the duration of the meeting.

Action: The Clerk invite both members to the parish office to hand over the necessary paperwork in the following week.

FC/257 **Election of Chair / Vice Chair to the Planning & Highways Committee.**
Members RESOLVED to elect Cllr H Woodward as the new Chair and Cllr M Smith as the new Vice Chair, to the Planning & Highways Committee.

FC/258

Committee and Working Party Membership

- 1) Members reviewed and considered the current committee memberships generally and made necessary changes.
 - Addition of Cllr M Smith onto the Planning & Highways Committee.
 - Removal of Cllr L Ramsay from the Planning & Highways Committee.
 - Addition of Cllr J Lowe onto the Community Assets & Open Spaces Committee.

A copy of the updated Committee list is attached as Appendix A in the Minute Book.

- 2) Members reviewed and considered the current working party memberships generally and made the necessary changes:
 - Addition of Cllr L Coady onto the Christmas Working Party
 - Addition of Cllr M Courtliff onto the Hills Working Party and Emergency plan Working Party.

A copy of the updated Working Party list is attached as Appendix B in the Minute Book.

FC/259

Chairs Report

Members NOTED there is no report from the Chair this month however the Vice Chair, Cllr L Campisano, reminded all members that its key for councilors to show interest in the ongoing library events and where possible attend to support the library, and general community engagement.

FC/260

Pride of Swindon Awards

Members RESOLVED to agree to nominate two local community groups, Vision 4 Wroughton and The Friendship Group Volunteers into the Pride of Swindon Awards. [Pride of Swindon Awards 2026 | Swindon Borough Council](#)

Action: The Community Projects & Events Officer to meet with the Vice Chair and submit the relevant application once the Christmas Event has been finalised.

FC/261

Swindon Borough Council Local Plan Regulation 18 Consultation.

Members NOTED the parish councils response to the SBC Local Plan regulation 18 Consultation and a copy can be found as Appendix C in the Minute Book.

Members NOTED that the response was agreed via the parish councilors Planning and Highways Committee and circulated to all members for prior approval via email. The response has now been submitted to SBC and the parish council will wait to hear later in the year once the regulation 19 is then ready.

Cllr M Courtliff stated that the SBC format for response was deemed unhelpful and clunky to use, residents struggled with the electronic response process. Residents had also been encouraged to email their response in a general paragraph format, or send written letters to ward Cllrs.

The Clerk advised that the parish councils response can be found on the website, Facebook and also a hard copy is now on display inside the Ellendune Community Centre corridor.

FC/262

Ward Councillor Update

Brimble Hill Traffic Lights: To remain in place until the ongoing dispute is resolved.

Ben Leo (Prospect): Requested permission to advertise a Christmas tree removal service as a fundraiser.

Local Plan Session: Thanks were given to all who attended.

Speeding / Road Safety: Request made to Swindon Borough Council (SBC) to clear bus stops near Elcombe Turning on the A Road.

Laybys: Rubbish in two laybys noted – Clerk to investigate (Action).

Bin at Markham Banks: Action required – to be confirmed.

Spot Wedding Mapping System: Item noted – SBC are rolling out weed killing again this year however parish councils have only just been updated.

Coronation Road: Incident reported where a resident fell from a wheelchair; SBC asked to repair the pathway.

White Lodge GP: Still awaiting update.

School Transport: Ongoing issues – to be reviewed later.

Bus Shelters: Refurbishment planned from the Park and Ride to Perry Lane and Warne Road.

SBC Drop-In: Thanks to the parish council and residents for their support, attendance of the large numbers have been recorded.

Highways: Chris Watts reported ongoing culvert work; Priors Hill clearance completed.

Devizes Road: Safety check on zebra crossing requested. LC asked for improved lighting in the area.

Safer Routes to School: Continuing work on safer routes to and around schools.

Ridgeway School: Parking issues noted; cameras being considered for safety monitoring.

FC/263

Swindon Local Councils Form (SLCF)

Members receive the draft minutes from the SLFC meeting held on 18 September 2025, a copy is attached as appendix D in the Minute Book.

Members NOTED that the next meeting date for the forum is 20th November 2025, the Chair, Cllr D Archer and the Clerk are to attend if available.

The Vice Chair reminded everyone again that elections are taking place in May 2026 and that those wishing to stand need to check for nominations and deadlines early in the new year.

FC/264

Wroughton Community Library

Members received an update from the Library Supervisor regarding the Community Library provision, a copy of the written update is attached as Appendix E in the Minute Book.

Cllr H Woodward raised questions over the library's current book stock and content on offer and would like to know what room there is for change if needed in the new financial year.

Action: The Clerk to correspond with SBC and the Library Supervisor over the most recent book stock statistics and request the stock options available for 2026/2027.

FC/265

Friendship Café

Members received a verbal update from the Community Projects and Events Officer, regarding recent activities at the new Friendship café in the Wroughton Library.

All NOTED that the sessions are going very well, numbers are around 24 each week and there are new people attending on a weekly basis. There is usually a Quiz every week, teas, coffees and biscuits. During December there is a special Christmas event which will host singing, mince pies and festivities – this friendship group session is on 8th Dec. In January there will be also be a seated exercise session which will be free for our group to attend ([poster and leaflets complete for advertisement]).

FC/266

SMASH Youth Work

Members received a verbal update from the Community Projects and Events Officer regarding the Youth work carried out by SMASH. A copy of the quarterly report is attached as Appendix F and the events poster is attached as Appendix G in the Minute Book.

All NOTED that the Youth Sessions are now back in the library for the Winter months and take place every

Tuesday evening. On average there are 12 children attending each week and the start times have changed slightly. During October there will be a Halloween special youth session.

FC/267

Parish Council Representatives' Report

To receive reports from Members of outside bodies:

Transport Reps (Cllr G Overbury) Cllr G Overbury provided an update regarding recent bus route changes and reminded members that he has delivered hard copies of the new time table to the library and parish office. NOTED, the old bus shelter at Thorney Park should be removed, the 82 bus service has changed along with complaints received about the times for the number 9 and 11.

Carnival Committee (Cllr L Campisano & Cllr D Archer) – No update other than reminder for the 2026 event which will be 04th July 2026 and as usual if the public or councillors would like to volunteer to help please get in touch.

Wroughton History Group (Cllr D Archer). Cllr Diane Archer advised that the History Group now have the Keys for Maunsell Way Pavilion and slowly the History Group are moving things in and the map chest is now in place. The History Group are looking forward to working towards opening as a local museum in the near future.

Footpath Working Party (Cllr H Woodward) Cllr H Woodward confirmed that there was a good number of people who turned up to last walking day event at the end of September. The feedback and any photos with maintenance will need to follow at the next appropriate meeting.

Ellendune Community Centre Management Working Party (Clerk) the notes from the previous ECC working party meeting are attached as Appendix H in the Minute Book.

FC/268

White Ribbon Day

Members received the information from the Clerk regarding this year's White Ribbon Day which is on 25 November 2025, a copy of the 'Councillor information is attached as Appendix I in the Minute Book.

To note that this year's White Ribbon Day is 25 November 2025 and the parish council will promote awareness accordingly, all members AGREED to support the awareness day as previous years.

FC/269

Wichelstowe Updates

Members received the notes from the Community Projects and Events Officer regarding the recent Wichelstowe Travel Plan steering group meeting, a copy is attached as Appendix J in the Minute Book.

Members also receive a verbal update from the Community Projects and Events Officer regarding the recent press release regarding the Wilts FA and plans for the Wichelstowe Sports Hub development. [Swindon's newest sports hub reaches significant milestone | Swindon Borough Council](#).

The Community Projects and events Officer advised that there are hard copies of the Wroughton and Wichelstowe Walking Guides available from the parish office and Library from next week.

FC/270

Christmas Light Switch on Event – Saturday 29th November

The Community Projects and Events Officer provided a verbal update about this year's Christmas light switch on event. The event will be taking place on Saturday 29th November with help from staff, councillors, volunteers and the Friends of the Ellendune Community Centre.

- Members RESOLVED to agree that this year's light switch on will take place at 5pm with the lantern parade just before, all are in agreement that this worked well last year but the earlier switch on time of 5pm is to remain in place for 2025.
- The lantern parade and craft preparation will be organized by the Library Supervisor and coms will be shared once details are confirmed.
- Members also NOTED that this year's sponsorship has reached a total of £3,000 which is the largest yet and this now includes six sponsors. All organisations will be thanked and advertised in line with our Christmas coms and tree banners.
- This year's Christmas tree is being delivered to Willowbrook Gardens on 20th November.

The Parish Council have been informed that the Roxi Foundation have expressed an interest in providing a neurodiverse-accommodating space at this year's Christmas Light Switch-On event. The design of the proposed space is currently unclear however the Community Projects and Events Officer is liaising with the group to establish more information.

At present, limited information is available regarding the scale and specific requirements of the proposed space. It was therefore agreed that communication should continue between the Roxi Foundation and the Project and Events Officer until further details are clarified. The Parish Council noted that it may not be possible to accommodate the space requested, as this will depend on the scale of the proposal and the available event area.

Currently the Alex Room is required for the Friends of the ECC, the Office is required for first aid, meeting room and lost child space, and the main hall is allocated to the Country Market with the stage as a back up weather plan.

Action: Community Projects and Events Officer to continue to liaise with the Roxi Foundation to establish the specific requirements for the evening before then making a decision, in consultation with the Chair and Vice Chair to the Council.

FC/271

SHAP (Swindon Humanitarian Partnership) Christmas Appeal

Members NOTED the Christmas gift appeal run by SHAP this year and that items can be donated and dropped off to the Ellendune Community Centre until 06th November 2025, a copy of the poster is attached as Appendix J in the Minute Book.

FC/272

Defibrillators

Members received a verbal update from the Community Projects and Events Officer in relation to the funding, purchase and installation of two new defibrillators. One at Alexandra Park and one at the Wroughton Business Park.

ALL NOTED that the defibrillator at the Wroughton Business Park which includes a bleed kit is now underway and installation will be completed this week. We do need separate boxes for bleed kits at the Ellendune Community Centre and St John's Parade at later date. The second defibrillator at Alexandra Park is still awaiting permission for install via the landlord. The parish council have written to the landlord requesting co operation and permission to install. A draft agreement has been prepared and Ward Cllr M Courtliff has also advised he would review this

FC/273

Remembrance Service – Sunday 9th November

Members received a verbal update from the Community Projects and Events Officer in relation to this year's event which is taking place on Sunday 09th November. (Poster attached as Appendix J in the Minute Book.)

There is going to be an interview with the BBC radio on the 7th November and the event will be promoted along with the VE Day planting.

All NOTED that there will now be 60 wreathes to lay however limited seating on the day which as usual will be dedicated to specific members.

FC/274 **VE Day Planting**

Members received a verbal and written report update regarding the VE Day Planting event which will take place after the Remembrance service has passed. A copy of the report is attached as Appendix K in the Minute Book.

The planting event will take place on Tuesday 11th November at 1.30pm.

FC/275 **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/276 **Akers Land, Mooremead Road**

Members received and noted the recent correspondence from Swindon Borough Council, a copy of which is in the confidential minute book.

FC/277 **Tree Quotation**

Members received an update from the Clerk regarding the tree work and quotations received. The Clerk advised that there has not been the time to detail the breakdown of the two quotes received and that due to their formatting more time was needed to analyse the work.

Members RESVOLED to delegate authority to the Chair, Vice Chair and Clerk to make decision and appoint the necessary tree surgeon. Details of the work will be taken back to the next Community assets and Open Spaces meeting.

The meeting closed at 21.33pm.

Signed:

Chair of the Council

Date: