

WROUGHTON PARISH COUNCIL



FULL COUNCIL MEETING

Minutes of the meeting held on 15 December 2025 at 7.15pm
At the Ellendune Community Centre, Barrett Way, Wroughton. SN4 0RX

Councillors: Cllr J Hewer (Chair)
Cllr G Cook
Cllr D Hooper
Cllr G Overbury
Cllr W McGregor
Cllr N McMahon
Cllr B Streeton
Cllr W McGregor
Cllr M Smith

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

Public: 1

FC/300 **Co-Option of Parish Councillors**

Members RESOLVED to Coopt both Mr Mark Trigg and Mr Avi Varma. Both stayed for the meeting.

FC/301 **Apologies**

Apologies received from Cllr H Woodward, Cllr L Campisano, Cllr L Coady and Cllr M Courtliff

FC/302 **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 2025.

FC/303 **Public Questions**

There were no public questions.

FC/304 **Minutes of the Previous Meeting**

Members RESOLVED to confirm as a true record the minutes of the Full Council meeting held on 17 November 2025.

FC/305 **Chairs Report**

The Chair provided a verbal update:

Ward Cllrs and the Chair attended the late Brian Ford memorial - A memorial plaque has been unveiled at the Council's care home, Fessey House, to commemorate the late Councillor Brian Ford.

Also reminder for the Christmas social get together at the Ellendune Community Centre in the Main hall on Thursday 18th Dec.

FC/306

Subscription List

Members reviewed and agreed the parish councils subscription list, a copy of the updated version is attached as Appendix A in the Minute Book.

FC/307

Representatives on Outside Bodies

Members reviewed current parish council representatives list for outside bodies a copy of which is attached as Appendix B in the Minute Book.

Additions / changes to be made following this meeting:

Cllr A Varma add to Carnival Committee
Cllr A Varma Add to Duck Race Committee
N.Hooper Remove from Duck Race Committee
Cllr D Archer, Cllr H Woodward and Cllr L Campisano onto the Wichelstowe Development Team (JVT) updates.
Cllr H Woodward and Cllr J Hewer no longer required for the Wroughton Community Trust as the trust has now closed.

FC/308

Christmas Opening Hours

Members reviewed the parish council, community library and community Centre Christmas opening hours over the Christmas and New Year Period, all agreed the schedules set. A copy of the hours are attached as Appendix C in the Minute Book.

FC/309

Ward Councillor Update

To receive a report from Swindon Borough Ward Councilors.

Cllr G Cook thanked the Library and office staff for putting on the lantern parade again this year.

Updated on Brimble Hill wall with the ongoing issues between residents and SBC, Legal disputes on Earth Line lorries again and their driving.

Wichelstowe Surgery Pharmacy: there has been no additional movement, and a confirmed date is still outstanding. Staffing shortages within the medical team remain a key issue.

Ward councilors intend to request from the JVT the latest occupancy numbers for residential properties and care homes in Middle, West and East Wichel.

FC/310

Wroughton Community Library

Members received an update from the library supervisor regarding the Community Library provision a copy of the report is attached as Appendix D in the Minute Book.

Members stated how brilliant the lantern parade looked and that the efforts of the staff and volunteers was appreciated. Passing on thanks to all those involved.

FC/311

Friendship Café

Cllr D Archer provided an update on the Friendship Group and the increasing attendance of now an average of 28-30 people each week, however due to the pre-Christmas break and cold weather there were a lot less attending today (17th Dec).

All NOTED that there is a new seated exercise class taking place on Monday 19th January 2026 and that the volunteers are looking forward to planning future activities.

FC/312

Parish Council Representatives' Report

To receive reports from Members of outside bodies:

Transport Reps (Cllr G Overbury) – Bus shelters are still an ongoing conversation, the 82 bus Service is still awaiting progress. Ward Cllr G Cook is chasing up SBC for info on redundant bus shelters and shelters which the parish could utilize.

Carnival Committee (Cllr L Campisano & Cllr D Archer) – No Update

Wroughton & Wichelstowe Churchyard Representatives (Cllr D Hooper) – No Update

Wroughton History Group (Cllr D Archer) – The History Group has paid the parish council rent for the Maunsell Way Pavilion usage.

FC/313

Parish Council Projects & Priority Meeting / CIL Funds

Members received the notes from the Projects Working Party meeting dated 26th November a copy of which appears as Appendix E in the Minute Book.

Members RESOLVED to agree the following with regards to the allocation of CIL Funds:

The Parish Council agreed to OPTION 1 attached:

- 1) CIL funds will be managed and administered solely by the Parish Council, with no public application process.
- 2) Members of the public may instead apply for S137 grants and not CIL funds.
- 3) Members agreed to set an agreed amount of up to a maximum of £15,000 within the 26/27 budget for a new S137 Grant application process.

Members also RESOLVED to agree the following:

- 4) Agreed to Implement a full defibrillator audit process and for officers to investigate and order suitable air tags for defibs and or bleed kits.
- 5) Recruit a new Deputy Clerk with the criteria of the CiLCA qualification or working towards.
- 6) Communicate with land agents regarding the Balmoral Land and Wharf Road Land to request future public meetings and written notes from the previous.

FC/314

Wroughton Bowls Club Grounds Maintenance

Members consider a request from the Wroughton Bowls Club regarding the cutting of the bowls green for the next year's season, a copy of which appears as Appendix F in the Minute Book.

It was agreed that further consideration needs to be given to the request and that the Clerk and Grounds Manager need to carry out a site visit in early Jan to establish full scope of works and report back to the Community Assets and Open Spaces Committee.

FC/315

Ellendune Community Centre Management Working Party

Members received the notes and actions from the meetings on 29th Sep and 24th Nov 2025, copies are attached as Appendix G in the Minute Book.

Members NOTED the ongoing maintenance work at the community center and new front entrance doorway to be installed on 19th Dec and parish office building works early Jan – 19th January onwards. All NOTED the next Management Working Party is on Monday 02nd Feb 10.00am.

FC/316

Exclusion of Press and Public

To resolve in accordance with Standing Order 3 (d) that 'in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they be instructed to withdraw'.

Reason: **Contractually Sensitive**

FC/317

Akers Land, Mooremead Road

Members reviewed a written response to Swindon Borough Council, a copy of which is attached in the confidential minute book.

Action: Clerk to send copy back to SBC.

FC/318

Future Agenda Items

To consider any future items.

- 1) Beranburh Play area, continue to chase for correspondence and sign agreement in relation to the extended lease.
- 2) Devises road crossing, SBC Ward Cllrs Waiting for more information from residents to be able to make a case with SBC.

The meeting closed at 20.02pm.

Signed:

Chair of the Council

Date: