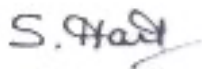


Sutton Benger Parish Council

E: parishclerk@suttonbengerparishcouncil.gov.uk M: 07810-647183

To: Members of the Council

You are summoned to attend a **MEETING OF SUTTON BENDER PARISH COUNCIL** to be held at the **Village Hall, Sutton Benger** on **Wednesday 12th November 2025** commencing at **7.15 pm**



Signed: Sue Hart MBA FRSA MCMI, Clerk to Sutton Benger Parish Council

Parish Council meetings are open, and members of the public and press are welcome to attend. Such entitlement does not include the right to speak except during the Public Forum, where any registered local government elector within the Parish is entitled to speak once on issues affecting the Parish. Any questions asked shall not require a response or debate. The Council may wish to consider a matter in more detail at a later date before making a full response. (Please see the Council's Standing Orders for further information – available on the website or on request from the Parish Clerk).

AGENDA

145.25	Apologies and Reasons for Absence To note and agree any apologies received from Parish Council members.
146.25	Declarations of Interests from members regarding the agenda (In accordance with S31 of the Localism Act 2011 and the Parish Council's adopted Standing Orders) To receive declarations of any pecuniary or non-pecuniary interests in respect of any item contained in this Agenda. No declarations of interest were received from councillors regarding matters on the agenda.
147.25	Public Forum Session <i>15 minutes will be allowed for questions and comments from members of the public.</i>
148.25	Minutes for Approval To approve and sign the minutes of the Parish Council meeting held on Wednesday 8 th October 2025.
149.25	Governance – Councillors' Code of Conduct To review the statutory requirement for all councillors to commit to the Parish Council's Code of Conduct and for councillors to sign their up-to-date agreement.
150.25	Finance – Report distributed to Councillors a) To note transactions since last report dated 6 October 25 b) To approve a one-time overtime payment to the Clerk for additional hours spent on the Parish Council's year-to-date finance position (For Resolution) c) To approve future payments to be made online d) To approve the November 25 Financial Report (For Resolution) e) Half year budget update (For Resolution) f) To agree on the approach for the allocation of CIL and S106 funds as part of a 3-year Financial Plan
151.25	Planning To receive an update from Cllr Gaunt and to consider the response to the following: PL/2025/08235 Holly House, 76 High Street – Proposed works to trees in conservation area. (Passed deadline for comments 5Nov25) For information.

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	PL/2025/08048 Paddock End, Barrett Lane – Proposed works to trees in conservation area. (Passed deadline for comments 30Oct25) For information. PL/2025/08148 Unit 3 Indurent Park, Land S of Junction 17 of M4 – Variation of Cond 1 (Approved Plans) & Cond 2 (appearance, landscaping, layout & scale Units 3 & 5) (Deadline for comments: 27Nov25) PL/2025/08571 Land at Arms Gardens – Erection of up to 9 dwellings & assoc works (Deadline for comments 12Nov25 - extension agreed to 13Nov) PL/2025/08775 Land at Rockwell Cottage, 8 Sutton Lane – Erection of single dwelling (Deadline for comments 19Nov25) PL/2025/08375 Lake Farm, 19 Draycot Cerne – Prior Notification: Building – Steel framed agricultural building (Information only) Planning Updates: To note Lime Down Solar Farm Acceptance of Development Consent Order Wiltshire Council Decisions, Appeals and Enforcement Updates: ENF/2025/01040 Land at Seagry Hill – Sutton Benger Parish Council request for enforcement action at ‘Walkers Rest’ regarding building non-conformance to original application PL/2025/07295 Rosemoor Lodge, Sutton Lane – Convert existing integral garage into habitable room. (Wiltshire Council Decision: Approve with Conditions) PL/2025/07475 The Old Schoolhouse, Seagry Road – Notification of proposed works to trees in a conservation area. (Wiltshire Council Decision: No Objection) PL/2025/07694 11 Manor Farm Drive – Notification of proposed works to trees in a conservation area. (Wiltshire Council Decision: No Objection)
152.25	Chair's Report - To include Parish Council representation at Remembrance Sunday service at All Saints Church and laying of wreath plus feedback to organisers of French Gardens Halloween Trail (For Resolution)
153.25	Clerk's Report - To include actions and updates carried out by Clerk during the past month plus review of any Matters Arising
154.25	Implementation of New Parish Logo - Chair To Resolve on the adoption of a Brand Specification and Logo Use Policy (circulated to councillors)
155.25	Village Dog Bins To Resolve on actions needed to ensure disposal of dog waste is adequately provided for by dog bins throughout the village.
156.25	Vacancies for Parish Councillor To Resolve on a campaign for encouraging villagers to put their names forward to become Parish Councillors. To Resolve on a Recruitment Flyer and how best to distribute.
157.25	Flooding / Emergency Plan - To receive any update
158.25	Traffic Calming / LHFIF / Speed Indicator Device - To receive any update and to include status on traffic calming and signage on Seagry Road.
159.25	Highways and Parish Steward - To receive any update

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160.25	Rights of Way – To receive any update
161.25	Village Hall - To receive any update
162.25	Village School - To receive any update
163.25	Allotments / SBAGA – To receive any update and To Resolve on the implementation of a new lease agreement between the Sutton Benger Allotment Gardens Association (SBAGA) and SBPC.
164.25	Parish Council Meeting dates for 2026 To Resolve on the Parish Council's meeting dates for 2026 (circulated to councillors) Wednesday 14 January Wednesday 11 February Wednesday 11 March Wednesday 8 April Wednesday 13 May - Annual Meeting of the Parish Council Wednesday 20 May - Annual Parish Meeting (provisional) Wednesday 10 June Wednesday 8 July Wednesday 12 August (Summer meeting) Wednesday 9 September Wednesday 14 October Wednesday 11 November Wednesday 9 December
165.25	Wiltshire Council – To receive a report from Wiltshire Councillor Greenman if available
166.25	Correspondence - Sent / Received
167.25	Exchange of information and Any Items for Consideration at Next Meeting To note any updates from councillors and to receive requests for items to be added to the agenda for the next meeting.
168.25	Date of Next Meeting The next Parish Council Meeting will be on Wednesday 10th December 2025.