

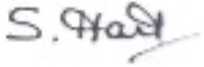
Sutton Benger Parish Council

E: parishclerk@suttonbengerparishcouncil.gov.uk

T: 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 8th April 2026** 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

245.25	Apologies for absence To note and agree any apologies received from Parish Council members.
246.25	Declarations of Interest: 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. To Resolve that Cllr Campbell be granted a standing dispensation to represent the village school at Parish Council meetings in accordance with S33 of the Localism Act 2011. To Resolve that Cllr Mansfield be granted a standing dispensation to represent the village hall at Parish Council meetings in accordance with S33 of the Localism Act 2011.
247.25	Public Forum Session <i>15 minutes will be allowed for questions and comments from members of the public.</i>
248.25	Minutes – To approve minutes of the Parish Council meeting held on 11th March 2026 Draft minutes had been circulated to councillors.
249.25	Planning Applications To receive an update from Cllr Gaunt and to consider the response to the following: New Applications for Consideration: PL/2026/01841 The Bell House Hotel, Sutton Benger – Proposed internal & external alterations to hotel to include demolition of single storey toilets and associated works (Deadline for comments: 30Apr26) PL/2026/02025 The Bell House Hotel, Sutton Benger (Listed Building Consent) – Proposed internal & external alterations to hotel to include demolition of single storey toilets and associated works (Deadline for comments: 30Apr26) Planning Updates Appeals and Enforcement Updates: To note BR/2026/07175 The Bell House Hotel, Sutton Benger Building Control Application for Material Change of Use from pub to Supported Living flats for Adults with Learning Disabilities and internal and external alterations to create café and kitchen (works to incorporate material alterations to structure, controlled services, fittings and thermal elements). Existing Enforcement Orders: ENF/2025/01050 Land at Seagry Hill – To receive an update from the Clerk on the SBPC request for enforcement action at 'Walkers Rest' regarding building non-conformance to original application.

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	<p>ENF/2026/00160 Frampton Farm Travellers' Site – To receive an update from the Clerk on current number of pitches.</p> <p>Enforcement Breaches – for Resolution: 19/10310/VAR Mount Pleasant Farm, Draycot Cerne – Variation of conditions 2 and 8 of 19/01110/FULL (Change of use of existing agricultural barn to business / storage (B1 / B8 use), alterations to existing access and associated works) Permission granted 22 January 2020 To Resolve on the Parish Council reporting a planning control breach to the Local Authority due to the site noted as now advertising and being used for trading. 20/09319/FUL Land near Chippenham Gateway, South of M4 Junction 17, Draycot Cerne – Temporary site compound and widen an existing access on the B4122. Permission granted 18 December 2020 To Resolve on the Parish Council reporting a planning control breach to the Local Authority due to the permission having expired on 31 December 2022 and the site is still being used by lorries and has not been restored to its former condition.</p> <p>Wiltshire Council Decisions: PL/2026/00818 – Elmete, High Street - Notification of proposed works to trees in a conservation area. (Wiltshire Council Decision: No Objection) PL/2023/10642 – Land East of Church View - Approval of reserved matters following Outline approved under appeal ref APP/Y3940/W/22/3292118 for erection of 19 dwellings and associated infrastructure (details of appearance, scale, layout & landscaping) (Wiltshire Council Decision: Approve with Conditions)</p>
250.25	<p>Finance - Report distributed to councillors</p> <ol style="list-style-type: none"> To note transactions since last report at Parish Council meeting on 11 March 26 To approve future payments to be made online. To approve the FY 2025/26 End of Year Financial Report and Bank Reconciliation. To approve the April Financial Report. To resolve on the opening budget for FY 2026/27. To resolve on a budget for expenses related to the 2026 Annual Parish Meeting
251.25	<p>Community Infrastructure Levy (CIL) and Section 106 Funds held by the Parish Council - Clerk</p> <p>To receive an update regarding CIL funds allocated during the past month. To receive an update on the end of financial year 2025/26 status regarding Cil and Section 106 reserves. To receive any update regarding the 3-year Financial Plan allocation of CIL reserves.</p> <p>To Resolve on the Chair and the Clerk signing the Section 106 Side Agreement for Land at Sutton Lane on behalf of the Parish Council.</p>
252.25	<p>Chair's Report</p> <p>To receive any update from the Chair. To receive an update from the Vice-Chair regarding the Chippenham Area Parish Forum.</p>
253.25	<p>Stanton St Quintin (Chippenham) Recycling Centre</p> <p>To Resolve on the Parish Council's position regarding the growing increase in activity at the recycling centre.</p> <p>To Resolve on Sutton Benger Parish Council participating in a collaborative working group instigated by Purton Parish Council with respect to planned future closures of neighbouring recycling sites and provide a collective response to Wiltshire Council with neighbouring Parish Councils.</p>
254.25	<p>Clerk's Report and Matters Arising from previous meetings</p> <p>To receive a report from the Clerk. To consider the status of any outstanding Matters Arising.</p>

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255.25	<p>Councillors' Resignations and Vacancies and Councillors' Responsibilities – Cllr Carwardine</p> <p>(a) To note the resignations of Jeremy Haselton and Shaun Morse and to confirm that Notices of Vacancies were posted on Friday 27 March 26.</p> <p>(b) To note the resignation of Daniel Errington – Wiltshire Council have been informed.</p> <p>(c) To note that If no applications are received before 20 April 26 the Parish Council can co-opt two councillors.</p> <p>(d) Councillors' Responsibilities - To review the allocation of councillors' responsibilities following the appointment earlier in the year of two new councillors and to cover the three resignations.</p>
256.25	<p>Annual Parish Meeting – Cllr Carwardine / Cllr Watchman</p> <p>To note the current status of plans for the Annual Parish Meeting to be held on Thursday 21st May including communications to villagers.</p> <p>To review the status of any individual tasks being followed up by councillors.</p> <p>To Resolve on whether organisations external to the village, The Bobby Van Trust and Community First, may be given the opportunity to participate.</p>
257.25	<p>Parish Council Website – Cllr Watchman</p> <p>To receive an update from Cllr Watchman regarding replacing the current website and likely costs to be involved.</p> <p>To Resolve on next steps.</p>
258.25	<p>Flood Warden update / Community Emergency Plan – Cllr Carwardine</p> <p>To receive an update on the of reading of the Community Emergency Plan by Cllr Campbell.</p>
259.25	<p>Traffic Calming / LHFIG / Speed Indicator Device</p> <p>To receive an update from the Chair following the 31 March LHFIG meeting including the status on High Street Traffic Survey and the request for an extension of 30 mph speed limit East of Sutton Benger</p>
260.25	<p>Village Updates</p> <p>To receive any updates from councillors relating to their areas of responsibility, including:</p> <ol style="list-style-type: none"> a) Village Hall b) Village School c) Rights of Way d) Parish Steward e) Allotments, ground maintenance and dog bins
261.25	<p>Wiltshire Council - To receive a report from Wiltshire Councillor Greenman if available.</p>
262.25	<p>Correspondence sent / received.</p>
263.25	<p>Exchange of information and Any Items for Consideration at Next Meeting</p> <p>To note any updates from councillors and to receive requests for items to be added to the agenda for the next meeting.</p>

The next meeting of the Parish Council will be the **Annual Meeting of the Parish Council** to be held on **Wednesday 13th May 2026 at 7:15 pm at Sutton Benger Village Hall, Chestnut Road.**