

Donhead St Mary Parish Council



To: All Members of Donhead St Mary Parish Council
You are hereby summoned to attend the

**The Annual Meeting of the Parish Council
Wednesday 6th May 2026 commencing at 7:30pm**

@ New Remembrance Hall, Charlton.

For the transaction of the business shown on the agenda below.

Signed:  Mr S. Pritchard – Parish Clerk & Responsible Finance Officer

~ Agenda ~

1. Election of Parish Council Chairperson for the Municipal Year 2026/27:

To elect a chairperson to serve until May 2027

2. Apologies for Absence:

To receive any apologies for absence

3. Declarations of Pecuniary Interests & Dispensations:

Members are reminded of their obligation to declare any interests in accordance with the Localism Act 2011 and the Council's Code of Conduct.

Members are also reminded of their obligation to register their interests with Wiltshire Council and to keep that register up to date.

4. Adoption of Minutes:

To adopt the minutes of last Parish Council meetings held on:

1. Wednesday 4th March 2026
2. Saturday 18th April 2026

5. Appointment of Reps / Portfolios 2026/27:

To appoint any members to areas of extra responsibility.

▪ New Remembrance Hall Committee Representative (X1):	
▪ Sports Club Representative (X1):	
▪ Memorial Fields Representative / Trustees (chair ex officio) (X2):	
▪ Wiltshire Council Area Board:	▪ Flood Warden(s):
▪ Footpaths / Rights of Way:	▪ Civil Contingencies:
▪ S.I.D Coordinator:	▪ Snow Warden:
▪ Highway Matters (including LHFIG):	▪ Parish Steward Coordinator
▪ National Landscape Matters:	▪ Any Others?

6. TRAFFIC CALMING IN THE PARISH:

- A. A30 (Rising Sun Area) - Traffic Calming Scheme:**
(Wiltshire Council issue number: 14-24-09 originally raised July 2024)
A works order was issued to M Group in May 2025. The Parish Council is covering the full cost of up to £6,284.09. on the understanding that the works would be completed within 6-months. Signage and white line painting now completed. To receive any verbal update. To confirm that the project is complete.
- B. A30: Speed Monitoring:**
To receive verbal update from Cllr Dewey on the latest speed statistics from the three SID's and one ANPR camera on the A30.
- C. A30 (Salisbury Road) Request for Speed Limit Assessment on 50mph zone:**
(Wiltshire Council issue number: 14.24.16 originally raised November 2024)
The Parish Council made a formal request to LHFIG (Wiltshire Council) to have the 50mph zone between Charlton Lane and the border of Dorset assessed for appropriateness, with a view to having the speed limit reduced. Cost of speed limit assessment is £3,250 (LHFIG pay £2,437.50 / Parish Council contribution £812.50). The Parish Council agreed to the expense in July 2025. Report received in March 2026, this shows support for reducing the speed down to 40mph in half the area surveyed. The Parish Council agreed to appeal this, with a view that having the whole area moved down to 40mph makes much more sense. To receive any verbal updated. To resolve on any further steps.
- D. Request for 7.5t Weight Limit on Dennis Lane:**
(Wiltshire Council issue number: 14.25.04 originally raised May 2025)
The June 2025 LHFIG (Wiltshire Council) committee meeting agreed to support an assessment of the lane to see if it would be appropriate to install a weight limit. Report due in December 2025 – Still awaiting the report. To receive any verbal update.
- E. Village Gateways in Charlton:**
Resolved by the Parish Council in Sep 2025 to ask LHFIG (Wiltshire Council) to cost a village gateway project for Charlton. Locations were agreed by the Parish Council in January 2026 and sent to LHFIG (Wiltshire Council) for approval and costing. Awaiting outcome. To receive any verbal update.
- F. A350 Speed Limits (with East Knoyle and Sedgemoor & Semley Parish Councils):**
(Originally raised May 2024)
To receive any verbal update on the appeal that has been made to the Wiltshire Council Cabinet Members for Highways, as to the result of the speed limit assessment report that recommended no change to the speed limits on the A350 north of Shaftesbury.
- 7. Defibrillator Budget 26/27 (including Sports Club):**
To resolve on the Parish Clerks request for an up to £1,000 budget for the three defibs this year. This is to cover batteries (£250 each) and pads (£70 each), as and when required. Including the buying for the Sports Club.
- 8. 4 Villages Spring Fete – Parish Council Stall:**
To resolve on the parish council having a stand at the fete. To agree all related practicalities including any budget.
- 9. Community Orchard Maintenance**
To receive report on recommended works. To resolve on any next steps including any budget.

10. PLANNING APPLICATIONS:

To consider any local Tree or Planning Applications and make a response to Wiltshire Council as the Planning Authority.

AMENDED PLANS/ADDITIONAL INFORMATION

Application No:	PL/2025/09697
Application Type:	Full planning permission
Proposal:	Erection of a dwelling
Site Address:	Birdbush Park, Ludwell, SP7 9HH
Applicant:	Mr Thomas Light

<https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000ISKnp>

11. Adoption of Council IT Policy:

To received and adopt an IT policy, as now required by the audit regime.

12. PARISH COUNCIL FINANCE:

A. 2026/27 - List of Payments Made to Date:

To receive a list of all payments made since 1st April 2026

B. 2026/27 - Budget Vs Spend to Date:

To receive the latest budget vs spend to date and any verbal report from the Clerk

C. End of Year Outturn 2025/26:

To receive the end of year outturn

13. Parish Council Assets Register 2026/27:

To receive and adopt the assets register

14. Parish Council Risk Assessment 2026/27:

To receive and adopt the risk assessment for 2026/27

15. Parish Council Insurance Renewal 2026/27:

To receive and approve the policy schedule and payment of premium.

16. END OF 2025/26 YEAR AUDIT:

A. Internal Audit Report 2025/26:

To receive the Council's Internal Audit result and consider any recommendations.

B. Annual Governance Statement 2025/26:

To consider & approve the council's Annual Governance Statement

C. Accounting Statement 2025/26:

To receive and approve the annual Accounting Statement

D. Confirmation of Public Rights Dates:

To confirm that the dates for the public right of inspection will be Wednesday 3rd June to Tuesday 14th July 2026

Please Note: The Parish Council has a dedicated page on the website that records all the current and past planning applications made to Wiltshire Council in the parish. The page has a quick link into every application, and you can see what the Parish Council's response was.