

Donhead St Mary Parish Council



Minutes of the Parish Council Meeting
held in The New Remembrance Hall, Charlton
on **Wednesday 3rd September 2025** at 7:15pm

Present:

Cllr. Roger Brake (Chairperson)	
Cllr. Paul Dewey	Cllr. Thomas Rossiter
Cllr. Lin Walker	Cllr. Eric Adams
Cllr. Bruce Hibbert	Cllr. Ros Rogers
Cllr. John Feltham	

In Attendance: Mr Simon Pritchard (The Parish Clerk)

Members of the Public in Attendance: Zero

Public Comments:
(none)

Report from Cllr Murray, Wiltshire Council:

A copy of Cllr Murray's report had been emailed to councillors before the meeting.
Cllr Murray had sent his apologies for the meeting due to a personal engagement.

Item no:	
29	<p><u>APOLOGIES FOR ABSENCE:</u></p> <p><u>A. To Receive any Apologies for Absence:</u></p> <ul style="list-style-type: none">○ Cllr. Phoebe Fortescue - Away○ Cllr. John Wright – Away○ Cllr. Gerry Murray (Wiltshire Councillor) <p><u>B. Acceptance of Apologies for Absence:</u> It was proposed by Cllr Dewey to accept the apologies received, seconded by Cllr Feltham and resolved unanimously.</p>
30	<p><u>Declarations of Pecuniary Interests & Dispensations:</u> None.</p>
31	<p><u>Adoption of Minutes:</u> The minutes of the meeting held on Wednesday 2nd July 2025 had been presented for adoption. It was proposed by Cllr Feltham to adopt the minutes, seconded by Cllr Adams and resolved unanimously.</p>

TRAFFIC CALMING IN THE PARISH:

A. A30 (Rising Sun Area) - Traffic Calming Scheme:

(Wiltshire Council issue number: 14-24-09 originally raised July 2024)

(The works order was issued to M Group in May 2025. Wiltshire Council agreed that the works would be completed within 6-months of the order being placed, in turn the Parish Council agreed to pay the full cost of up to £6,284.09.)

Councillors Brake and Hibbert had attended the September meeting of Wiltshire Council's LHFIFG committee. The paperwork for the LHFIFG meeting reported the project as being completed, but there is still road painting works to be done, this should be completed on the 15th of September.

B. A30: Speed Monitoring:

Cllr Dewey talked through the latest speed statistics from the two SID's and ANPR camera on the A30 (Rising Sun Area) and the third at Birdbush.

The relocated SID at Birdbush is starting to produce some interesting stats. 3.25% of incoming vehicles speeding, 15.3% of outgoing. Overall, 11,000 vehicles within the August where speeding.

The ANPR camera is now being used to record vehicles going over 50mph (in the 40mph zone) and if they are sign written the Parish Council could send the company a formal letter, some local traders have already been had a quite word with.

C. A30 (Lower Ludwell) - Proposed New Traffic Calming Scheme:

(Wiltshire Council issue number: 14.24.17 originally raised November 2024)

It was confirmed at the June LHFIFG meeting that a speed survey has been carried out but that the results had not been analysed. The results of the speed survey were finally made available on the 1st of September, they show an average speed of 29mph and that the area doesn't meet the requirements for police enforcement. The Parish Council can ask that some further signage is looked at, this could be a warning sign for people walking in the road, but Wiltshire Council will not install 30mph repeater signs as there is street lighting.

The Parish Council has installed a mobile SID in the area, this is rotated around three locations and has proved to be very effective.

It was proposed by Cllr Feltham that this matter would not be pursued any further by the Parish Council, seconded by Cllr Hibbert and resolved unanimously.

D. 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 has made a formal request to LHFIFG (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. The cost of a speed limit assessment is £3,250 (LHFIFG contribution £2,437.50 / Parish Council contribution £812.50)).

The update from the September LHFIFG meeting is that the survey will take place in October avoiding the ½ term holiday.

E. Request for 7.5t Weight Limit on Dennis Lane:

(Wiltshire Council issue number: 14.25.04 originally raised May 2025)

The June LHFIG meeting resolved that the LHFIG committee will not support installing a weight limit until a traffic assessment report has been carried out. The Parish Council has now formally requested a traffic assessment report.

The update from the September LHFIG meeting is that the assessment should be carried out during September or October.

F. Village Gateways in the Parish:

The Chair introduced the notion that the Parish Council may want to look at locations where it would be suitable to install village gateways, in the hope that this will affect drivers' behaviour and slow speeds when entering a residential village area. Cllr Walker reported that Charlton Lane suffers terribly from vehicles been driven at speed including some large lorries and some agricultural machinery, but the majority being cars and vans. The road is 60mph and this is too fast. It was noted that most of the roads in the Donhaeds are 60mph and the system relies on drivers being sensible.

It was proposed by Cllr Walker that Wiltshire Council be asked to cost a village gateway project for Charlton, seconded by Cllr Dewey and resolved: 6-in favour – 1-against – 1-abatention

G. A350 Safety Improvements at the Junction of the A350 and Wincombe Lane:

(Wiltshire Council issue number 14-23-23 originally raised November 2023) (agreed to in August 2024 by LHFIG). It was reported that the new sign has finally been installed in the last few days, painting on the road is still outstanding.

Conversation had taken place at the September LHFIG meeting about the speed survey that had been carried out on the A350 earlier in the year, the survey concluded that the appropriate speed limits were in place. A meeting with Councillors from East Knoyle Parish Council, Sedgemoor & Semley Parish Council and Donhead St Mary Parish Council will take place to see if there is any enthusiasm for installing further signage.

33 Planning, Tree & Licensing Applications:

Application No:	PL/2025/06296
Application Type:	Full planning permission
Proposal:	Change of use of The Studio, and associated buildings and land, to a residential dwelling (Use Class C3), and associated works.
Site Address:	The Studio, Berry Wood Lane, Donhead St Mary, Shaftesbury, SP7 9DH

It was proposed by Cllr Walker to object to the change of use because the building(s) are in a prominent position, the building(s) are within the International Dark Sky Place and the building(s) are within the National Landscape, seconded by Cllr Rogers and resolved: 5-in favour – 3- abstentions

	<table border="1"> <tr> <td>Application No:</td><td>PL/2025/06818</td></tr> <tr> <td>Application Type:</td><td>Notification of proposed works to trees in a conservation area</td></tr> <tr> <td>Proposal:</td><td>Goat Willow - Fell. Sycamore - Fell to low stump. Holly - Fell to low stump. Oak - Remove limb as indicated in annotated photograph. Prunus - Remove low level branches as indicated in annotated photograph, to leave upright habit mature tree and pull out as much rose as we can. Holly trees - Reduce and shape in line with annotated photograph. Spruce - Fell to low stump. Yew - Up to one meter reduction to canopy in line with annotated photograph and a 15% thin and clean out of canopy.</td></tr> <tr> <td>Site Address:</td><td>ANTIOCH COTTAGE, DONHEAD ST MARY, SHAFTESBURY, SP7 9DJ</td></tr> </table> <p>It was agreed that the Parish Council had No Objection</p>	Application No:	PL/2025/06818	Application Type:	Notification of proposed works to trees in a conservation area	Proposal:	Goat Willow - Fell. Sycamore - Fell to low stump. Holly - Fell to low stump. Oak - Remove limb as indicated in annotated photograph. Prunus - Remove low level branches as indicated in annotated photograph, to leave upright habit mature tree and pull out as much rose as we can. Holly trees - Reduce and shape in line with annotated photograph. Spruce - Fell to low stump. Yew - Up to one meter reduction to canopy in line with annotated photograph and a 15% thin and clean out of canopy.	Site Address:	ANTIOCH COTTAGE, DONHEAD ST MARY, SHAFTESBURY, SP7 9DJ
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34	<p><u>Purchase of New Play Equipment:</u></p> <p>Cllrs Adams, Fortescue & Rogers have been talking to play equipment companies and visiting other play parks. A final site meeting had taken place last week where it was agreed that Playdale were offering the best solution for phase one.</p> <p>For the Remembrance Field the insulation of a Jungle Climber & Mega Swing – Total estimate cost £24,917.99 +vat.</p> <p>For Coronation Drive the removal of the two old single swings, insulation of a twin cradle swing, tunnel net, swing bars, monkey bars and a set of full-size swings – Total estimate cost £16,974 +vat.</p> <p>It was noted that the ground at Coronation Drive would need levelling and that the cost of this was not included. Possible that it may have to be levelled up rather than down as there are some old cesspits underground somewhere in the field.</p> <p>It was proposed by Cllr Feltham that both projects be fully approved including further reasonable costs for the groundworks at Coronation Drive and that the two projects be delivered as soon as possible, seconded by Cllr Dewey and resolved unanimously.</p> <p>It was noted that the Remembrance Field Committee would need to give the final approval for the install at the Remembrance Field, the Parish Council Chair will ask for a meeting to be called.</p>								
35	<p><u>Shaftesbury Household Waste and Recycling Centre:</u></p> <p>Cllr Murray (Wiltshire Councillor) had been unable to attend the meeting.</p> <p>It was agreed to write to Cllr Murray to say the Parish Council is looking for a solution from Wiltshire Council</p>								
36	<p><u>Coronation Drive Play Area Lease:</u></p> <p>The Parish Clerk reported that the 25-year lease had been updated to include access rights across the land for Wiltshire Council and the tenant of the field below. Cllr Hibbert had checked the amendment and was happy with it. The lease can now be signed.</p> <p>Once the lease is active, Wiltshire Council will stop cutting the grass. The Parish Clerk recommended appointing Alfie Burt Countryside Services to manage the area and cut the grass once Wiltshire Council stop cutting, at a cost of £100 per cut.</p> <p>It was proposed by Cllr Adams to sign the lease and appoint Alfie Burt to cut the grass, seconded by Cllr Dewey and resolved unanimously.</p>								

37	<p>PARISH COUNCIL FINANCE:</p> <p>A. <u>Payments to be Approved:</u> 1. S. Pritchard – Exps (d’pan, brush & broom) - £24.98 It was proposed by Cllr Dewey to make the payment, seconded by Cllr Adams and resolved unanimously.</p> <p>B. <u>List of Payments Made:</u> The list had been circulated and was received.</p> <p>C. <u>Budget Vs Spend to Date:</u> To latest budget information had been circulated and was received.</p> <p>D. <u>National Pay Award & Performance Related Pay Award</u> It was proposed by Cllr Feltham that the parish council honour the contractually obliged 3.2% national pay award and in addition award a performance related 1% increase in pension contribution, seconded by Cllr Dewey and resolved unanimously.</p> <p>E. <u>External Audit Result 24/25:</u> There were no matters to report – a clean audit. It was agreed to publish the certificate and second notice of public rights.</p>
38	<p><u>PLAYGROUNDS: Latest Inspections Reports & Updates:</u> Nothing of high risk to report.</p>
39	<p><u>Members Portfolios – Verbal Reports:</u></p> <p>a) Parish Council Chair’s Updates: ○ Nothing further to report</p> <p>b) Parish Clerk’s Updates: ○ Nothing further to report</p> <p>c) Wiltshire Council Area Board – Cllr Brake ○ Meeting is in a few weeks’ time</p> <p>d) New Remembrance Hall Committee Representative – Cllr Adams ○ Some new windows have been installed</p> <p>e) The Sports Club – Cllr Dewey ○ Has missed the last three meetings</p> <p>f) Memorial Fields Representative – The Chairperson & Cllr Dewey ○ Committee meeting required to give consent for the new play equipment and to agree on permission for Wessex Internet to install underground wire.</p> <p>g) Footpaths / Rights of Way – Cllr Rogers ○ Nothing to report</p>

h) The Parish Steward – Cllr Feltham

- The Parish Steward will not be in the area for a while as they have all been seconded to work outside of the area.
- Putting together a list of five gullies that Wiltshire Council will then unblock when next in the area.
- The Council Phone boxes are looking scruffy, happy to get a quote to have them re-painted.

i) Highway Matters / LHFIG – Cllr Hibbert

- Nothing further to report

j) Flood Warden - Cllr Walker

- July and August were very dry

k) Snow Warden – Cllr Rossiter

- Nothing to report

l) National Landscape Matters – Cllr Fortescue

- Not at meeting.

Meeting Closed at 21:36