



**Draft of the Minutes of Grafton Parish Council Meeting held at the Coronation Hall,
East Grafton on Monday 10 November 2025 at 19:30**

Item	Topic and Actions
1.	<p>Attendees: Mr Edward Nelson (Chair), Mr David Lemon (Vice-Chair), Mr Mike Hatherell, Mr Richard Pash, Mr Rupert Bentley & Miss Maria Vonsova (Clerk).</p> <p>Apologies for absence: Mr George Hosier.</p> <p>Members of the Public: Mr David Wilson, Mr Peter Frost, Mrs Ann Dudney, Councillor Stuart Wheeler, Mrs Debbie Thomas, Mr Andy Pack.</p>
2.	<p>Matters arising from Minutes of Parish Council Meeting held on 07 July 2025: None. The minutes were proposed by Mr Lemon, seconded by Mr Bentley and signed by Mr Nelson.</p>
3.	<p>Public Forum:</p> <p>Mr Wilson drew the committee's attention to his letter sent to the Neighbourhood Planning Committee on 3 October 2025 regarding Local Green Spaces. Mr Pash thanked him for his letter and assured him that a reply would follow.</p> <p>Cllr Wheeler informed the committee of his efforts to try and reduce the speed limit on the A338 from 60 to 50mph at the county boundary. Furthermore, he intends to re-prime the A338 for heavy lorry usage by introducing weight limit over the bridges. Finally, Cllr. Wheeler confirmed that the planning application PL/2025/06648, Wild Camping down the Dark Lane has been declined by Wiltshire council.</p> <p>Mr Pash asked whether all funding for the Neighbourhood Plan (NP) is permanently closed. Cllr Wheller agreed to investigate.</p> <p>Miss Vonsova introduced Mrs Debbie Thomas as the incoming Parish Clerk, effective from January next year (2026). She also introduced Mr Pack as a potential new councillor. Mr Pack, active in the community for number of years was unanimously elected to the council. Proposed Mr Nelson, seconder Mr Pash. Mr Pack signed up Declaration of the Office.</p> <p>Action: The clerk to send forms and contact details of other councillors to Mr Pack. Furthermore, the clerk has to arrange transfer of the clerk role to Mrs Thomas prior of the next parish meeting.</p>
4.	<p>Planning application:</p> <p>1. Application no: PL/2025/07892 Deadline: 11 November 2025</p> <p>Application type: Listed building consent (Alt/Ext)</p> <p>Proposal: Creation of new bathroom to first floor, comprising erection of new timber studwork</p> <p>Address: Hollow Lane Cottage, Hollow Lane, Wilton, Marlborough, SN8 3SR</p> <p>Link to the application:</p> <p>https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000Gxvlp</p> <p>The committee fully supported this planning application request.</p> <p>Action: The clerk was instructed to submit a statement of support for this planning application via the Wiltshire Council Planning Portal on behalf of the council.</p>
5.	<p>Financial Review/ Precepts for 2026/2027: Mr Bently highlighted the precarious financial position of the parish as all the reserve from last year was spent. He stressed the importance of ensuring that expenditure does not exceed available finances for the remainder of the financial year.</p> <p>Precepts for 2026/2027: The clerk informed the council that the Council Tax Base for the 2026/2027 precept has not been received from the Wiltshire Council's Financial Planning Department. However, the deadline for submission of the precept requirement is Tuesday 20 January 2026.</p> <p>Mr Pash announced of £1000 donation from his employer towards financing the Neighbourhood Plan through Benevity scheme. Mrs Dudney highlighted the return of funds for insurance from the Coronation Hall for the past two years.</p> <p>Action: Mr Bentley to update on the finances next scheduled meeting. Mr Bentley to prepare precept for 2026/2027 for the next scheduled meeting.</p>
6.	<p>Parish Updates:</p> <p>Coronation Hall/Solar Panels/Availability of Coronation Hall Carpark: The Clerk reported that an update had been requested from the Coronation Hall, however, no updated was received prior to the meeting.</p> <p>Action: Clerk to request an update from the Coronation Hall committee for the next meeting.</p> <p>Playing Field Maintenance: Mr Hatherell reported a dead tree located on the perimeter of the Playing Field. It was agreed that the tree will be removed during works scheduled for next year. In the meantime, Mr Hatherell suggested placing safety tape of the perimeter of the tree to restrict the public access and reduce risk until removal takes place.</p> <p>Action: Mr Hatherell to update the council on the Playing Field at the next Parish meeting.</p> <p>Speed Watch/SID: Mr Hatherell provided an update on recent Speed Watch activity undertaken with Mr. Kevin Burke. During the session, only one vehicle was recorded exceeding the speed limit. The speed detection device</p>

	<p>was collected by members of Easton Royal Speed Watch group on Sunday. He noted that approximately 3,000-4,000 vehicles pass through the village each week, highlighting ongoing traffic concerns.</p> <p>Moving SID to a new location: Mr Hatherell also confirmed that the Speed Indicator Device (SID) will be relocated to its new position on the Village Green in the near future.</p> <p>Installing speed humps in East Grafton/Signpost for horses on A338 near West Grafton: Mr Nelson advised that following the recent traffic surveys East Grafton does not qualify for speeds humps along the road towards Sunflowers nursery as the average traffic speed recorded does not break the required threshold.</p> <p>Signpost for warning - horses on A338 near West Grafton: The committee agreed to the request of Mrs Rosie Pack to place a pair of signpost warning of Horses Riders either side of the junction into West Grafton. The request will be submitted to LHFIG prior to their meeting on 18 February 2026 where it will be considered. Mr Nelson suggested that the cost of placing these signposts should be split between Parish Council and Mrs Pack.</p> <p>Action: Mr Hatherell is to update on the ongoing of the Speed Watch and SID next Parish meeting. Mr Nelson to inform of the progress of the request for placing signposts for Horse Riders on A338.</p>
	<p>PCAP: Mr Pash presented key points from the recent PCAP meeting:</p> <p>PCAP asked for financial contribution from the Parish Council</p> <p>Lottery funding is available for green initiatives</p> <p>The Annual Meeting of North Wessex Downs will take place on 20 November in Hungerford</p> <p>Action: Mr Pash to update on the PCAP next scheduled Parish meeting.</p>
	<p>Defibrillators: There was no update in Mr Hosier absence.</p> <p>Action: Mr Hosier to report on defibrillator progress and sharing the same access code for all defibrillators units in this Parish at the next Parish meeting</p>
	<p>Community Calendar/Outcome of the Fireworks: The updated community Calander was emailed prior to the meeting by Mr Nelson.</p> <p>Outcome of the Fireworks: Mr Lemon confirmed the successful Firework event on 07 November. The event generated over £1,200 with the proceeds going towards next year's firework display. Mrs Dudney suggested that the Parish investigates the options of enabling donating through bank card or Q code.</p> <p>Action: Mr Nelson to publish any updates on the website.</p>
	<p>Neighbourhood Plan (NP)/Approval of Grafton Parish Neighbourhood Plan meeting held on 13 October 2025: Mr Pash announced the Neighbourhood Plan (NP) Regulation 15 submission had been sent to Wiltshire Council for approval. Wiltshire Council confirmed the submission met their compliance requirements and as a result, the NP has progressed to the "Regulation 16" stage. Mr Pash explained that Wiltshire Council will run an eight weeks consultation from 24 November 2025 until 19 January 2026, inviting comments the published plans. Finally, Mr Pash requested a formal approval of the minutes from the NP held on 13 October 2025. Proposer Mr Nelson, seconder Mr Bentley.</p> <p>Action: Mr Pash to brief on the NP progress at the next Parish meeting.</p>
	<p>Upkeep of the War Memorial/ Remembrance Service: The gravel around the War Memorial in front of St Nicolas Church was topped up by Mr Lemon and his colleague Wayne with assistance from Mr Hatherell. Mr Dougie Wilcox cleaned the War memorial. Mr Nelson expressed thanks to all involved for their efforts.</p> <p>Remembrance Service: Mr Nelson confirmed that the Remembrance Service was well attended and benefited from good weather.</p> <p>Action: None.</p>
	<p>Preparation for winter: Parish supplies for adverse weather/Installation of Salt Bins: Mr Lemon confirmed arrangements to collect flood prevention and road salt supplies from Wiltshire Council depot in Marlborough as part of the Parish's winter preparation plan.</p> <p>Installation of Salt Bins: Due to the high cost and the parish's tight budget, the Council decided not to purchase salt bins. However, alternative ideas were discussed, including the use of wheelie bins as a substitute.</p> <p>Action: None.</p>
	<p>Christmas Plans: Carols on the Green/Father Christmas visit the Parish:</p> <p>Carols on the Green: Mrs Dudney informed the committee that the PCC decided to organise a Carol Service on Sunday 21 December at 4:30 pm. Children are invited to take part in the nativity. The Christmas Day service begins at 11:00 am. Mrs Dudney further reported that a Team Service will be held on Sunday 28 December at St Nicolas church at 11 am, followed by sherry and mince pies will be shared. Mr Nelson suggested that the committee should not proceed with organising Carols on the Green this year.</p> <p>Father Christmas visits the Parish: The plans for Father Christmas's visit were confirmed.</p> <p>Action: Mrs Dudney to report on the outcome of the Carol Service. Mr Lemon to report on the Father's Christmas visit at the next meeting.</p>
	<p>Recruitment for clerk and council positions: Following on from Item 3; Mrs Debbie Thomas has kindly joined the Parish Council as the incoming Parish Clerk, effective from January next year (2026). Mr Pack has kindly offered to join the Parish Council as a new Councillor effective from this meeting (10 Nov 25). Mr Nelson thanked Miss Vonsova and the previous councillors for their hard work and support to the Parish and welcomed Mrs Thomas and Mr Pack.</p>

Dates for Grafton Parish and Grafton Planning meetings for 2026/27:

The clerk presented dates for Parish Council meetings in 2026:

- 12 January
- 09 March
- 11 May (AGM)
- 06 July
- 07 September
- 09 November
- 11 January 2027

As for Parish Planning meetings date in 2026 the clerk presented:

- 09 February
- 06 April
- 08 June
- 10 August
- 12 October
- 07 December
- 07 February 2027

Action: The clerk is to forward the upcoming dates for Grafton Parish meetings to the secretary of the Coronation Hall in order to secure the hall for these dates.

Meeting adjourned at 21:05 with thanks to everybody who attended from the Chair Mr Nelson.

Next Grafton Parish Council Meeting: 12 January 2026 at 19:30, Coronation Hall, East Grafton

Next Grafton Planning Meeting: 08 December 2025 at 18:00, The Thatch Barn, Wilton

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