

EASTON ROYAL PARISH COUNCIL MEETING

held in the Village Hall on
Wednesday 3rd December 2025
At 19:00

DRAFT MINUTES

Present: Anna Patterson (chair), Beverley Turton (vice chair), Ben Cooper, Rachel Edwards, Barbara Frodsham & Peta Puyo (Clerk/RFO)
Beck Stubbs (Easton Royal Academy) and 12 members of the public.

1. Apologies for absence: Jerry Kunkler (Councillor WCC)
2. Declaration of Interests - none
3. Approval of the Minutes of the PC Annual meeting Tuesday, 2nd September 2025. **APPROVED**
4. Report from Jerry Kunkler (Wiltshire Council)

An email was received informing us that A Cadwallader has been off sick and that our issue with the maintenance of a hedge and tree along Harris Lane has been forwarded to Dave Thomas/Chris Clark and Dave Arup.

5. Matters arising from previous meeting

- Preparation of site for shed and installation of shed

This has been commenced and, once the weather improves, will be continued

- Ditch on the west side of the end of the main street

The PC are very disappointed that this has not been dug out despite being told by the landowner that it would be done before the winter. A letter is to be addressed to the landowner asking for a response and their plan of action within 14 days. The PC have asked that the task be completed by the end of the month. Failing this, the PC will regrettably have to inform WCC. **ACTION PP**

- Gate on EROY 15/EROY 2 junction

The PC are in possession of the post and are looking for volunteers to install this. The men's group of volunteers hope to resolve this soon.

- Hedge Harris Lane

WCC are insistent that this bank is not their responsibility... as does the landowner. The PC are powerless in this and have sent many emails to WCC to resolve (see above). The PC is not responsible for the maintenance of this section and are endeavouring to get a final decision. Access to Harris Lane is compromised for larger vehicles at present. It is suggested that residents in the Lane contact WCC directly asking for this to be resolved.

- Playground repairs

Wood lengths have been purchased to replace rotting sections of the "over the hedge" play equipment. This will be repaired. **ACTION BC**

- Main road (B3087) to Burbage

The PC have written to Stuart Wheeler (Councillor WCC) with regards to the poor condition and danger of this road and offer their support for any action that may be required. Awaiting a response.

- condition of EROY 2 following pylon works

This has improved. **No further action.**

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6. Clerk/RFO report

AP outlined the present financial situation and our issues regarding trees on the Rec (an estimated £15k of works over the next 3 years of which £6k are urgent) and our lower than recommended free cash reserves. All residents were delivered a letter on 24th Nov making them aware of these concerns.

AP was able to inform those present that, following the letter, an extremely generous donation of £6k has been received from Jill and Neville Buch to help out with the initial cost of these tree works. AP wishes to convey everyone's thanks to them and will be writing a formal thanks following the meeting. **ACTION AP**

Simon Frodsham has also offered to organise an auction with the aim of raising funds towards the tree works. He is looking to set up a small committee for this. The PC are very grateful for this initiative.

Beck Stubbs (ERA) informed the PC that they are looking to help in any way they can. This may be a small financial donation and/or help on site. Thanks were expressed to her.

AP highlighted that many tasks are carried out by volunteers and that this already reduces considerably some of our costs. Thanks were expressed to all who helped in that way.

- Budget 2025/26

PP (RFO) explained her budget proposal. The main concerns being:

- to raise the free cash reserves available to nearer the recommended level of 100% of the precept.

This is to ensure enough funds are available for unforeseen costs and emergencies

- the tree works that have to be done to cover the safety issues and all liability risks to the PC.

The budget items were discussed and approved by the council under the understanding that the exceptional costs (trees) and aim to increase reserves by £3k have been calculated to be spread over the next 3 years. The situation will be reviewed and amended annually.

Precept at **£15,400** was **APPROVED** (see below for details)

AP invited the members of the public present to make any comments. No objections were raised. Some residents thought the increase should be higher whilst others voiced their support for this increase and the costs to be spread over three years which take into consideration those with greater financial difficulties.

The expectation is that, should a further tree survey be carried out in 3 years' time, this should not bring up substantial issues as these would have already been dealt with over the next 3 years. Any future surveys should be monitored closely as to their relevance and proposals.

The percentage increase is large but, as it is based on a relatively small amount, does not represent a very large amount to each household. The increased cost per household would range from £21 (£1.75/mth) to £63 (£5.25/mth) per annum depending on their council tax band.

The overall consensus was that this increase is unavoidable, should probably have been implemented more regularly over the past years leading to a more gradual increase, and represents a small amount to everyone for improvements and the safeguarding of our village. The results would be real and tangible.

- LHFIF request and funding

Despite LHFIF proposing to cover 60% of the costs to improve the access lane to the church, the overall cost proposed seems excessively high given the task and the 40% required from the PC

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(£1399) is too much to consider.

The PC suggests that we obtain a separate quote for the works to delimit our land and then push for the tarmac to be replaced correctly by WCC, as this is their responsibility. **ACTION PP**

7. Adoption of Policies

- Complaints Policy. This is ongoing and a proposal will be sent to the councillors ready for the next meeting. **ACTION BT**

8. Approval of Asset Register - **APPROVED**

9. ROW

- Need for working group leader. This will be discussed by the group themselves over lunch next week.

- Gate post repair EROY 2 and other repairs

Hopefully these will be done by the volunteers in the near future

10. Highways and Parish Steward

Improved response by the Parish Steward under BT's supervision. It is decided that more tasks should be added to the list for his attention and more precise details as to where the issue is situated must be given.

It was suggested that the path across the triangle, north of the main road, be cleared as well as the pavements on the main road. Residents should contact the clerk should they have any issues they wish to highlight for the PS's attention.

His work will continue to be monitored by BT

11. Recreation Ground – a new warning sign for the basketball court has been ordered (required by ROSPA) as the previous one has disappeared.

The PC is aware that the perimeter fence is in need of repair. This will be assessed. **ACTION BC**

12. Easton Royal Academy

Beck informed those present that they are very grateful for the support from village residents at the school and that the Forest School use of the Rec is extremely beneficial to the children and is used on a regular basis. The school has won several awards recently and is recognised as getting excellent results.

Due to demographics, the numbers are dropping and they are doing their best to advertise and recruit further pupils.

13. External meetings – Nothing to report

14. Items from the general public

- Access to property along Harris Lane. Parking area/layby in front of Little Thatch

The PC has concluded that this is not something that should involve the PC and that the owners of the access in question be contacted directly to resolve any issues. We do not hold land registry details. The same applies to the parking bay as this is either WCC owned or privately owned.

- The PC is unhappy that banners have been attached to the fence of the Rec without any prior request or authorisation. The person responsible for these will be contacted. **ACTION BC/PP**

15. Planning- see overleaf

16. Finance – Approval of payments – see overleaf

- The invoice for the ground works (contractual) has just been received and its payment was approved.

- The quote received for the renewal of the Ground Maintenance contract was approved as the PC is very happy with this company's service. Confirmation to be sent. **ACTION PP**

- Four quotes were received with regards to the urgent tree works. They were all discussed and a final decision was made to accept the proposal from Green Farm Tree Care. Tendering will be

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renewed for future works. Confirmation to be sent. Replies to be sent to the other contenders.

ACTION PP

17. Proposed dates of next meetings:

PC Meeting Wednesday, 4th February 2025

Annual Community Meeting Tuesday, 14th April 2026 to be confirmed

Annual PC Meeting Tuesday, 5th May 2026 to be confirmed

PLANNING:

New Applications since last meeting:

Reference	Details	Decision
PL/2025/08803	1 THE ORCHARD Notification of proposed works to trees in a conservation area	Under consultation
PL/2025/08494	ATHELSTAN HOUSE Notification of proposed works to trees in a conservation area	Under consultation
PL/2025/08185	GLEBE HOUSE Notification of proposed works to trees in a conservation area	Under consultation
PL/2025/07643	CHANDLERS Removal of external paint, application of lime bagging and new paint throughout	Under consultation
PL/2025/07578	8 EASTON ROYAL Householder planning permission	Under consultation
PL/2025/07877	8 EASTON ROYAL Listed building consent	Under consultation
PL/2025/07496	GREY GABLES Notification of proposed works to trees in a conservation area	No objection ERPC No objection WCC

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FINANCE:

Payments made (gross):

27.08.25	P.PUYO (PLUGS FOR PLAYGROUND)	11.73
27.08.25	VIKING (SUPPLIES)	74.83
27.08.25	CLOUD NEXT (WEBSITE HOSTING)	59.98
08.09.25	HOLY TRINITY CHURCH (GRANT)	500.00
08.09.25	ROSPA (PLAYGROUND INSPECTION)	129.60
09.08.25	MUNDY & SON (WOOD FOR PLAYGROUND)	41.40
14.09.25	HUGO FOX (MONTHLY SUBSCRIPTION)	11.99
19.09.25	LLOYDS SERVICE CHARGES	4.25
22.09.25	CLOUD NEXT (DOMAIN RENEWAL)	9.58
27.09.25	CLERK SALARY (SEPTEMBER 2025)	301.85
14.10.25	HUGO FOX (MONTHLY SUBSCRIPTION)	11.99
16.10.25	WILTSHIRE COUNCIL (ELECTION COSTS)	280.00
16.10.25	SJ APLIN (PLAYGROUND REPAIRS)	528.00
16.10.25	JAN HOWARD (PLANTS FOR TROUGHS)	114.89
20.10.25	P PUYO (GARDEN SANCTUARY SHED)	204.94
20.10.25	CONSERVATION CONTRACTORS (TREE SURVEY)	360.00
20.10.25	LLOYDS SERVICE CHARGES	4.25
23.10.25	VALUE PRODUCTS (DEFIB BATTERIES)	83.40
27.10.25	CLERK SALARY (OCTOBER 2025)	301.85
12.11.25	PHIL DUCKETT (MOLES ON REC)	160.00
14.11.25	HUGO FOX (MONTHLY SUBSCRIPTION)	11.99
18.11.25	LLOYDS SERVICE CHARGES	4.25
27.11.25	CLERK SALARY (NOVEMBER 2025)	301.25

Payments to approve:

	LAST LANDSCAPING – GROUND MAINTENANCE 25/26	4608.00
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Payments received:

01.11.25	VAT RECLAIM FEB - OCT 2025	313.91
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