

STANTON FITZWARREN PARISH COUNCIL

Minutes of the 1st Ordinary Meeting held on 13th May 2026 in The Village Hall.

PRESENT: Cllr. T. Charnock (Chair), Cllr. S. Tomlin (Deputy Chair), Cllr. R. Codrington, Cllr. D. Tucker, Cllr. N. White, and Mrs T White (Clerk).

Meeting Commenced at 6.30pm

26/01. APOLOGIES

Cllr. N Gardiner (Blunsdon)

26/02. OPEN 10 MINUTES & PUBLIC SURGERY

- i) One member of the public sent a message thanking the Parish Council members for remaining in role. They felt the mix of skills and residential location of the Parish Councillors provided good representation across the village.

26/03. DECLARATIONS OF INTEREST

No declarations

26/04. TO AGREE AS CORRECT THE MINUTES OF THE ANNUAL PARISH MEETING THE ON 11th March 2026

Minutes of the above meetings were approved and signed.

26/05. PLANNING

- i) No planning applications

26/06. CLERK'S REPORT

- i) Year-end financials at March £13,476.04 spent, or 98.1% of budget with bank balance of £10,299.61. VAT return due of £1024.
- ii) At end April £986.61 spent, or 6.4% of budget with bank balance of £16,983.40 following receipt of part 1 Precept from Swindon Borough Council.
- iii) 2025-2026 AGAR Certificate of Exemption, Annual Governance Statement and Accounting Statements were signed off by Councillors. It was agreed these could be submitted to the internal auditor N Gratton. Authority was given for the Clerk to formally submit the AGAR subject to approval from

Vision ICT Ltd on website compliance and internal auditor. The Clerk will then process VAT refund.

- iv) All Councillors have completed Code of Conduct training.
- v) Asset sums insured and Insurance renewal agreed with Councillors.
- vi) Routine payment pre-authorisation reviewed and will be redesigned for July meeting.
- vii) Basic governance checklist and risk review discussed and will be finalised in July meeting.
- viii) Cyber training from 9th March shared and no queries raised.
- ix) Data Protection training material from 28th April shared with Councillors.
- x) Annual timetable updated and shared with Councillors.

26/07. MATTERS OUTSTANDING REGISTER

- i) Solar Farm
 - a. Cllr Charnock confirmed electrical connection at Solar Farm should take place in June.
 - b. Cllr Charnock confirmed french drain still planned for footpath when weather conditions are right.
- ii) Church Lane Gate
 - a. Cllr Codrington confirmed action has been completed.
- iii) Playpark
 - a. Cllr Tucker confirmed play park work planned in May, weather permitting with support from Cllr White.

26/08. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

- i) Cllr Codrington attended SLCF meeting on 12th March and reported the outcome to Councillors at the time.

26/09. PLAY AREA

- i) Cllr Tucker confirmed weekly inspections in place.

26/10. COMMUNITY

- ii) Clerk shared suggestion from Alan Fletcher to hold a safari supper in memory of Linda Fletcher. Clerk to liaise with Village Hall to progress options. Cllr Charnock suggested that the Parish Council could provide a contribution towards funding the event if Section 137 eligibility is met.

26/11. OTHER ITEMS WITH PERMISSION OF CHAIR

- i) Post Election acceptance and expense forms completed by Councillors.
- ii) Clerk will send Register of Interest forms to Councillors for completion.
- iii) Noted positive outcome for Triangle of Woodland in the Avenue.

- iv) Cllr Tucker progressing flood prevention work in Mill Lane with Swindon Borough Council
- v) Cllr Codrington confirmed Stanton House Hotel work has been halted and is under investigation by Planning Enforcement at Swindon Borough Council.
- vi) Cllr White to review bench maintenance in village green
- vii) The Clerk is progressing tree inspection survey options with specialists.
- viii) Alternative suppliers for IT system will be sought over the coming months.
- ix) Documents and policies signed off for:
 - a. Data Protection and GDPR
 - b. General Privacy
 - c. Data Audit
 - d. Assets list for website
 - e. Freedom of Information, with changes to be shared with Councillors
- x) Cllr Charnock shared details of large potential housing application for Hannington
- xi) Councillors agreed to the replacement of British Horse Society signs at the village entrances.

26/12. FINANCIAL MATTERS AND BANKING

- i) Cllr Charnock signed Financial Reports for March and April
- ii) Cllrs Codrington and White signed off bank statements.
- iii) Cllrs Charnock and Tucker signed cheques.
- iv) Bank balance at end of April £16,983.40

MEETING DATES

The next Stanton Fitzwarren Parish Council meeting is Wednesday **1st July 2026** to be held in the village hall at 6.30pm.

THE CHAIR CLOSED THE MEETING AT 8.08pm.