



## Upavon Parish Council Meeting

On Wednesday 13<sup>th</sup> May 2026 **Followed by APM**

Village Hall, Andover Road, Upavon

### MINUTES

The meeting commenced at 7.33pm

<b>26/23</b>	<b>Absence apologies and Declaration of Interests</b> Present: Chairman Anthony Gallagher (AG), Vice Chairman Andrew Flack (AF), Cllr Elaine Pepper (EP), Cllr Phil Garside (PG), Cllr Rosalind Ayling (RA), Bee Barff Clerk (BB), Bill Coker Churchwarden (BC), Mark Laker Village Hall Committee (ML), Jeff Williams Lt Col (JW), John Cabra and 16 members of the public. Apologies: Apologies were received from Cllr Rebecca Lamb (RL), Paul Oatway WCC (PO).	
<b>26/24</b>	<b>Minutes of previous meeting</b> The minutes of the Full Council meeting held on 18 <sup>th</sup> March 2026 were approved and signed as a true copy by the Chairman (AG).	
<b>26/25</b>	<b>Updates, questions and queries from the public</b>  <b>I. Updates from PO</b> – As PO was unable to attend due to family commitments, AG read a prepared statement on his behalf. PO expressed his pride in serving as the elected representative for the Upavon and Trenchard Lines communities, emphasising his commitment to acting in all residents' best interests regardless of political affiliation. He outlined his strong opposition to several proposed county policies, specifically a shift to three-weekly bin collections, a 25% increase in car parking charges, and the removal of £10 million from the highways budget. Expressing concern over deteriorating local road conditions, PO noted he has requested the Cabinet Member for Highways attend a future Area Board meeting to address the imbalance of infrastructure funding in eastern Wiltshire. On a positive note, PO celebrated the successful funding of the new footpath connecting the A345 caravan park to the village. Construction on the £45,000 pedestrian safety project will commence in the coming months, made possible by a £10,000 contribution from the Parish Council and £35,000 from Wiltshire Council following his lobbying efforts. Finally, PO confirmed he personally submitted the Parish Council's request for a T-junction sign on the A342 at Whistledown, which was scheduled for discussion at the latest Local Highway and Footway Improvement Group (LHFIG) meeting.  <b>II. Trenchard Lines</b> – JW delivered this report during the APM. <b>III. Village Hall</b> – ML delivered this report during the APM. <b>IV. Members of the Public</b> – AG mentioned that a villager had suggested installing football nets on the upper playing field. UPC	

	will look into the proposal and discuss it further at the next meeting.	
<b>26/26</b>	<p><b>Recruitment of Councillors</b></p> <p>Following an expression of interest and an interview held prior to the meeting, all members unanimously agreed to formally co-opt Mrs Amanda Fitzgerald (AmF) onto the Parish Council. AmF subsequently signed the Declaration of Acceptance of Office.</p>	
<b>26/27</b>	<p><b>Finance</b></p> <p><b>I. Bank reconciliation 6<sup>th</sup> May 2026</b> had been circulated to the councillors along with a detailed form and bank statements. BB summarised the current financial position for the record, noting that the Treasurers account holds a balance of £50,084.26, the Charities account stands at £2,826.57, and the Savings account has a balance of £57,342.67. It was highlighted that the Savings account balance includes £37,342 in CIL funds and £20,000 from the playground refurbishment grant.</p> <p><b>II. Annual Return – AGAR3</b> – BB reported that all necessary paperwork for the 2025/26 financial year was sent to the Internal Auditor last month and confirmed that everything is in order. AG signed the relevant documents during the meeting. BB will now proceed to send the AGAR to the External Auditor for their final review.</p>	
<b>26/28</b>	<p><b>Councillor updates of work undertaken since last meeting:</b></p> <p><b>I. A345 Riverside Park pavement update</b> – AF was pleased to report that the substantive bid for this project has been approved, with work scheduled to commence in October. AF noted that the frequency of LHFIG meetings is being reduced from four to three per year, to align with the Area Board meetings, and expressed that UPC was very fortunate to have the application approved at such an opportune time.</p> <p><b>II. SIDs police reporting</b> – AF reported that the Speed Enforcement team had been active in the surrounding area, resulting in 40 individuals being sent on speed awareness courses, five receiving points on their driving licences, and five being taken to court for exceeding the speed limit. The data from the Upavon Speed Indicator Device (SID) showed that nearly 30% of vehicles were exceeding the 30mph limit, a concerning statistic that AF will continue to monitor. A member of the public queried whether the Speed Enforcement Team had actually visited Upavon. AF confirmed that they had, albeit infrequently, and assured attendees that the UPC is continuously lobbying for more regular visits. EP suggested the formation of a local Community Speed Watch team and encouraged any interested volunteers to contact her to collaborate on this initiative.</p> <p><b>III. A342 Road condition and safety concerns</b> – AG reported that PO is actively lobbying the Highways officer to conduct a site visit. The purpose of this visit will be to formally assess the condition of the road, as well as to review the current speed limit.</p> <p><b>IV. Fairfield Parking issues</b> – RA noted that inconsiderate parking remains an ongoing issue. RA advised attendees that to address this, individuals must take photographs and record the time of the incident, and then report the matter directly to WC.</p>	

	<p><b>V. Overgrown hedges in the village</b> – AG confirmed that he will speak directly to the relevant homeowners on Jarvis Street to request that the overgrown hedges be tidied up.</p> <p><b>VI. Sunday Bus Service</b> – AG reported that WC returned a disappointing response, declining the request due to a lack of funds. However, AG noted that their reasoning contained several factual inaccuracies and confirmed that he will write to them again to formally appeal the decision.</p>	
<p><b>26/29</b></p>	<p><b>Issues for discussion</b></p> <p><b>I. Farrier's field refurbishment</b> – AG reported that following the completion of the public survey, the vast majority of respondents favoured Option 1, which entails minimal refurbishment work and retains the existing fencing. UPC unanimously agreed to proceed with this option. BB will now contact the contractors to schedule a commencement date for the works.</p> <p><b>II. Village Coffee morning</b> – AG reported that discussions are currently underway with The Ship to host a village coffee morning, which will serve as an informal drop-in session for residents to discuss local matters. UPC is actively coordinating to ensure these sessions do not clash with the existing Church coffee mornings. Once a date is officially confirmed with The Ship, UPC will advertise the event to the community.</p> <p><b>III. Widdington Farm Earth works - Upavon MX</b> – AG expressed serious concern regarding this matter, highlighting a significant number of complaints received from residents. UPC has contacted the WC Planning Department, and the site is currently subject to a planning enforcement notice. While UPC is actively following up and submitting updated reports, it was noted that responses from the planning officer have been slow. The site is legally permitted to operate without planning permission for a maximum of 14 days per year; however, a member of the public reported that it has already been in use for six days so far. BB will relay this information to the Planning Department and provide an update to the public in due course.</p> <p><b>IV. Village Gate Replacement</b> – BB reported that the village gates are due for replacement and the Council is currently awaiting quotes for the work. The existing gates will be replaced with a closely matching design as soon as possible.</p>	
<p><b>26/30</b></p>	<p><b>Clerk's Report &amp; Correspondence</b></p> <p>BB reported that April had been a particularly busy period, with significant time dedicated to preparing paperwork and financial records for the annual audit. In other council business, the village gate replacement project is currently in progress. BB confirmed the closure of the NO2 account on 7th May 2026; the account was originally used for CIL funds, which are now securely held in the savings account, making the NO2 account redundant and subject to unnecessary maintenance fees. UPC has successfully transitioned to internet banking this month, which will significantly improve efficiency. BB noted she has been monitoring the high volume of local roadworks and sharing updates on Instagram. Following a resident's request, these updates will now be shared on Facebook as well to ensure the wider community is kept informed. Finally, BB reminded</p>	

	residents that any suggestions or enquiries regarding council business should be directed to her via email.	
<b>26/31</b>	<p><b>Reports from other bodies –</b></p> <ul style="list-style-type: none"> <li><b>I. Local Highway and Footway Improvement Group (LHFIG) –</b> AF attended and it was covered above.</li> <li><b>II. Pewsey Community Area Partnership (PCAP) –</b> the next meeting will be held on 16th July, and AF will attend.</li> <li><b>III. Pewsey Area Board –</b> meeting will be on 8<sup>th</sup> June.</li> </ul>	
<b>26/32</b>	<p><b>Future agenda items</b></p> <p>A member of the public requested the replacement of the signage at the field by the river to accurately reflect its correct name, 'Church Meadow'. AG confirmed that he will investigate the matter and arrange for the signage to be replaced as soon as possible.</p>	
<b>26/33</b>	<b>Close</b> – The meeting closed at 8.18pm.	

Bee Barff  
Clerk to Upavon Parish Council

18/05/2026

Dates of future meetings all at 7pm  
Wednesday, 15th July  
Wednesday, 16th September  
Wednesday, 18th November