

Coulston Parish Council

www.coulstonparishcouncil.gov.uk **clerk@coulstonparishcouncil.gov.uk**

Chair: Christine Vize **Parish Clerk: Tekla Hicks**

Membership: Councillors C. Vize (chair), C. Markes (vice-chair), C. Fisher, M. Suter.

You are duly summoned to attend Coulston Parish Council General Meeting on **Tuesday 8th July 2025 at 7.30pm** to transact the following business at the location of the Coulston Village Hall, Coulston, Westbury, BA13 4NY.

Tekla Hicks

T Hicks,
Parish Clerk & Responsible Financial Officer

AGENDA

1. Apologies

To receive and consider apologies for those unable to attend.

2. Declarations of Interest

To receive any declarations of interest for items on the agenda under the parish council's Code of Conduct issued in accordance with the Localism Act 2011.

3. Minutes of the previous meeting

- (i) **To approve** as a correct record the minutes of the parish council meeting held on 6th May 2025.
- (ii) **To note** any matters arising from the minutes of the meeting held on 6th May 2025.

4. Reports

- (i) **To note** any announcements by the chair.
- (ii) **To receive** an update from the Wiltshire Councillor T. Reay.
- (iii) **To receive** clerk's report.
- (iv) **To receive and note** up to date external meetings schedule.

5. Public Participation

- (i) **To enable** members of the public to address the council regarding any item on the agenda*.
- (ii) **To receive** any petitions or deputations.

6. Planning Matters to discuss:

- (i) **To discuss and comment** on the following application:
 - (a) [PL/2025/05420](#) Longmead, New Road, Coulston, BA13 4NZ. Proposal: Erection of a temporary rural workers dwelling (for a further temporary period). Comments by 24.07.2025.
- (i) **To receive** an update on the planning schedule.
- (ii) **To note and discuss** any other planning applications received before the meeting.

7. Maintenance to include items as below:

- (i) **To discuss and agree** parish steward schedule – consideration of jobs for next visits.

8. Finance

- (i) **Payments for Approval:**
 - (a) Clerk's Salary June, July and August.

- (b) Clerk's PAYE paid via Direct Debit.
- (c) Clerk's expenses.
- (d) TEEC INV-5329 website domain - £36.00.
- (e) ICO Renewal - £52.00.

(ii) **To ratify** invoices already paid prior to meeting:

- (a) Community First Insurance - £187.95.

(iii) **To approve** invoices/requests for payment received after the preparation of the agenda.

(iv) **Monthly Management Accounts**

Members to receive the monthly financial report and bank reconciliations. See attached papers.
A non-signatory member to sign the bank reconciliation and bank statements.

9. Telephone Box

- (i) **To receive** an update on the telephone box electricity supply disconnection.

10. Governance

(i) **Emergency Hub**

To discuss options and viability of creating an Emergency Hub in Coulston.

11. Correspondence previously sent to note:

- (i) Email from Cllr. T Reay regarding Air Quality Sensors.

12. Confirmation of date of next meeting: Tuesday 2nd September 2025 at 7.30pm

For supporting documents, please see here:



* Coulston Parish Council meetings are held in public, but they are not public meetings. Members of the public are very welcome to attend, and a session is provided to allow for questions to the chair (total three minutes). Outside the session, members of the public may only speak upon invitation from the chair. No decisions can be made on items raised during the meeting, but if council so wishes, items may be added to a future agenda for consideration.