

Minutes of the Bulkington Parish Council General Meeting held on Wednesday 10<sup>th</sup> September 2025 at 7.30pm at Bulkington Village Hall, Bulkington, Wiltshire.

Present: Councillors P. Oakey (chair), S. Macalpine-Downie (vice-chair), J. Anderson-Hill, A Breach.  
Members of Public (MOP): Wiltshire Councillors Tamara Reay & 1 MOP.  
Proper Officer: T. Hicks.

### MINUTES

- 25-26/37      Recording and filming of the meeting  
The MOP confirmed they did not plan to record or film the meeting.
- 25-26/38      Apologies  
Cllr. Macalpine-Downie gave their reasons for absence and it was UNANIMOUSLY RESOLVED to accept these reasons.
- 25-26/39      Declarations of Interest  
There were no declarations of interest received.
- 25-26/40      Minutes of the previous meeting  
The minutes of the parish council meeting held on 11<sup>th</sup> June 2025 were APPROVED UNANIMOUSLY.
- 25-26/41      Public Participation  
25-26/41.1    To enable members of the public to address the Council regarding any item on the agenda.
- The MOP asked if the telephone box could be moved to within the village rather than in the play area. It was UNANIMOUSLY RESOLVED to ACTION: Clerk to investigate options.
  - The MOP asked if there was the possibility of the planting of a wildflower verge and if there was grant funding available. The MOP was asked to apply for the grant funding via the relevant form.
  - The MOP asked if they could hold a fete on the William Breach field. The clerk advised them to send more details to see what the parish council could help with.
  - The MOP asked if the Parish Steward could attend to the weeds within the pavements. The clerk advised that she would pass on their request.
- 25-26/41.2    There were no petitions or deputations received.
- 25-26/42      Reports  
25-26/42.1    The members received an update from Wiltshire Councillor – Cllr. Reay.
- Cllr Reay advised the meeting with news of the proposed safety improvements at Black Dog crossing near Worton (C20) and at Caen Hill. Traffic lights work at Black Dog crossroads would be starting this week. Road closures and restrictions would continue until February 2026. To keep up to date, please visit [www.wiltshire.gov.uk/highways-road-closures](http://www.wiltshire.gov.uk/highways-road-closures).
- 25-26/42.2    There was no chair's report.
- 25-26/42.3    The members received the up-to-date external meetings.

- 25-26/43 **Planning Matters to discuss**  
 25-26/43.1 **To note** any applications received before the meeting. None.  
 25-26/43.2 **To note** the BPC Planning Schedule as at 1<sup>st</sup> September 2025. Noted.
- 25-26/44 **Maintenance**  
 25-26/44.1 The council discussed and agreed parish steward jobs for next visit – to tackle the vegetation growing through the kerb stones on the pavements and to clear around the village entrance signs.  
 25-26/44.2 The council discussed winter preparations (salt bin requirements etc). It was deemed not necessary to request more provisions from Wiltshire Council.  
 25-26/44.3 The council discussed moving road signs:-  
 25-26/44.3a Children crossing warning signs. A resident had reported that they had been injured on the Children Crossing sign. It was UNANIMOUSLY RESOLVED to ACTION: Clerk to Report to Wiltshire Council to ask it to be raised higher. Also to change the ‘School’ sign to be changed to be something more relevant as there is no school in the village.  
 25-26/44.3b Bulkington Village entrance signs and enhancing these. After discussion it was UNANIMOUSLY AGREED to request new signs and white gates from LHFIFG. ACTION: Clerk and Cllr. Anderson-Hill to identify possible sites, complete the application and carry forward to October meeting for further discussion.  
 25-26/44.4 See above.
- 25-26/45 **Finance**  
 25-26/45.1 **Payments for approval:**  
 25-26/45.1a Clerk’s Salary July, August and September 25. Approved.  
 25-26/45.1b Clerk’s PAYE. Approved.  
 25-26/45.1c Clerk’s expenses to 31<sup>st</sup> August 25. Approved.  
 25-26/45.1d PKF Invoice SB20250570- £252. Approved.
- 25-26/45.2 There were no invoices/requests for payment received prior to the meeting.
- 25-26/45.3 **Monthly Management Accounts**  
 Members received the monthly financial report and bank reconciliation. See attached papers. A non-signatory member to sign the bank reconciliation and bank statements. Cllr. Anderson-Hill signed the accounts. As all Councillors are now bank signatories, anyone will be able to sign the accounts, it was UNANIMOUSLY RESOLVED to ACTION: The clerk to amend the Financial Regulations to reflect this change and bring to the next meeting for adoption.
- 25-26/45.4 **Annual Governance & Accountability Return 2024-25**  
 The council discussed and noted the conclusion of the audit.
- 25-26/45.5 **Budget and Precept 2026-27**  
 Members received and discussed first draft of the proposed budget and precept requirements for 2026-27. Carry forward to next meeting.
- 25-26/45.6 **NJC Salary Scales 2025-26**  
 Members noted the new NJC Salary Scales 2025-26.
- 25-26/46 **Playground & Grounds**  
 Members received an update on the playground maintenance. After discussion it was UNANIMOUSLY AGREED that the zipwire is uneconomical to repair and must be removed. ACTION: Clerk to arrange and suggest replacements at the next meeting. Also to apply for

National Lottery grant funding. Clerk to obtain further quotes to repair the wood on the tunnel.

25-26/47

**Telephone Box**

The council discussed the options for moving the telephone box and it was UNANIMOUSLY RESOLVED to ACTION: Clerk to investigate land ownership, phone box listing and more details for further discussion.

25-26/48

**Governance**

25-26/48.1

The council received an update on the .gov.uk website and email requirements. It was UNANIMOUSLY RESOLVED to ACTION: Clerk to send the trial website to councillors for comments and if approved via email, to go live and ratify at the next meeting.

25-26/49

**Confirmation of date of next meeting**

The next meeting will be on **Wednesday 8<sup>th</sup> October 2025** at 7.30pm.

25-26/50

To close the meeting – 8.45pm

These minutes are subject to approval at the next council meeting.  
Minutes prepared by the clerk. [clerk@bulkingtonparishcouncil.gov.uk](mailto:clerk@bulkingtonparishcouncil.gov.uk)

12.09.2025