

# UPTON SCUDAMORE PARISH COUNCIL

Clerk: Rebecca Hathaway-White

Pembroke Farm, The High Street, Tilshead, Wiltshire, SP3 4RX

Tel: 07802 679457

Email: [uptonscudamorepc@gmail.com](mailto:uptonscudamorepc@gmail.com)

**Meeting of Upton Scudamore Parish Council  
to be held at St Mary's Church on Tuesday 3<sup>rd</sup> February 2026 at 7.00pm**

**All Parish Council Meetings are open to the Public and Press.**

**28<sup>th</sup> January 2026**

**To All Members of Upton Scudamore Parish Council**

Dear Councillor

You are summoned to the Annual Meeting of Upton Scudamore Parish Council to be held at St Mary's Church, Upton Scudamore Tuesday 3<sup>rd</sup> February 2026 at 7pm to transact the business set out below.



Rebecca Hathaway-White  
Parish Clerk

## MEETING SCHEDULE

**7.00pm**

### **Public Participation**

**To enable** members of the public to address the Council regarding matters relating to the village.

**Melanie Grace from SSE will be attending to inform residents about the Priority Services Register and how they can assist vulnerable residents.**

## COUNCIL MEETING AGENDA

- 1. Acceptance of apologies for absence.**
- 2. To approve** as a correct record, the minutes of the Council meeting held on 4<sup>th</sup> November 2025, copies of these minutes have been circulated.
- 3. Dispensations and declarations of interest** Council is asked to discuss any written requests for dispensation the Clerk may have received from councillors. Members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities.
- 4. Exclusion of the press and public.** Standing Order #3d

## 5. Consultations on planning applications.

(Please note: in planning matters the Parish Council acts as consultee of the Principal Authority, the Principal Authority being the deciding Body)

**PL/2026/00195** Land West of Westbury Road, Warminster

Proposal - Outline Planning Permission with some matters reserved except for access for the erection of up to 205 no. dwellings, community hub, public open space, access, infrastructure and associated works, with all other matters reserved

### Planning decisions for noting.

<b>Reference:</b>	<a href="#">PL/2025/07687</a> - Full planning permission
<b>Site Location:</b>	THE OLD RECTORY, UPTON SCUDAMORE, WARMINSTER, BA12 0AH
<b>Proposal:</b>	Creation of a private track within the curilage of the Old Rectory. The purpose of the track is to allow transport of biomass pellets from the store to the plant room. The store is located in the lower field, the plant room is behind the Old Rectory. The track will have a total area of 440 square metres and will pass through the field on the eastern side of the property.
<b>Applicant Name:</b>	Mr & Mrs Whitewood
<b>Officer Name:</b>	David Cox
<b>Decision Date:</b>	30 October 2025
<b>Decision:</b>	Withdrawn by Applicant

## 6. Accounts for Payment LGA 1972 s150 (5)

Council is asked to ratify the payments made, approve the current payments listed and to authorise the Clerk to make the payments via Online Banking.

### Payments for ratification

Employment costs (November)	£233.44
Employment costs (December)	£233.44
Wiltshire Council (Election Costs)	£280.00
Wessex Rural Crafts (Tree Survey)	£1008.00
R Hathaway-White (reimbursement for RBL Donation)	£25.00

## 7. Approval and signing-off of parish accounts for the month ending 31<sup>st</sup> January 2026

Council is requested to approve the accounts for the month ending 31<sup>st</sup> January 2026 as previously circulated.

## 8. Licence Application – Racquet Garden, Thoulstone Park

The Licensing Authority have received the attached application from Racquet Garden Ltd for a new premises licence at Racquet garden, Thoulstone Park. Should you wish to make a representation for or against the application this must be submitted to the licensing team no later than **25 February 2026**.

**9. Website. Councillors are asked to consider** the implementation of a new.gov.uk website including .gov.uk for councillors in line with new legislation. Cllrs narrowed it down to either My Parish Council or Hugo Fox. Details of what is offered are listed below.

Company	What's Included	Price
<b>My Parish Council</b>	<ul style="list-style-type: none"> <li>Economy package: Total: £156+vat 1st year. £186+vat (with .gov price included) 2nd year and thereafter. Features of this are listed here as well as other pricing options: <a href="https://myparishcouncil.co.uk/price-comparisons">https://myparishcouncil.co.uk/price-comparisons</a></li> <li>Data transfer: £240+vat. One-off cost to transfer data across to our template. (Half a days' work for one of our developers- at £60/per hour)</li> </ul> <p>We offer 24/7 via our Support ticket desk included in pricing.</p>	<p><b>First Year Cost</b>  <b>£396 + VAT = £475.20</b></p> <p><b>Cost Thereafter</b>  <b>£186 + VAT = £223.20</b></p>
<b>Hugo Fox</b>	<p>Our parish council websites include a full, unlimited website, a <a href="https://www.gov.uk">.gov.uk</a> domain, secure hosting, SSL certificate, WCAG 2.2 AA accessibility compliance, as well as unlimited support, pages, and storage</p> <p>Emails come at extra cost</p>	<p><b>£9.99 per month + VAT = £11.98</b></p> <p>- £2.49 + VAT for 1 email address per month</p> <p>- £9.99 + VAT for 5 email addresses per month</p> <p>- £17.49 + VAT for 10 email addresses per month</p>

**10. Best Kept Village Competition. Councillors are asked to discuss** whether they would like to enter the 2026 Best Kept Village Competition.

**11. Cycle Paths. Councillors are asked to discuss** recent emails from residents asking if it would be possible to get a cycle path from Upton Scudamore to Warminster so residents can cycle/walk in safety.

**12. Annual Inspection of Assets. Council to note and discuss** any actions required from the recent inspections.

**13. Annual Parish Meeting of the Electorate.** This is not a Council meeting; it is a meeting of the parish electors taking place between 1 March and 1 June. Electors can contribute to the agenda and in practice often celebrate local activities and debate current issues in the community. The Chairman of the Council, any two councillors or six members of the public can call the Annual Parish Meeting. **Council to discuss and make decision on the date and format of the meeting.**

**14. Meeting dates for municipal year 2025/2026. Members to approve dates of meetings for the next municipal year.**

**15. Update on Items from previous meetings, to include: -**

- i) Finger post directional sign and village name signs.
- ii) Parish Steward
- iii) LHFIG
- iv) Resilience Initiative

**16. Update from meetings attended**

**17. Partnership Meetings to consider attending: -**

- i) Warminster Area Board – 12<sup>th</sup> February 2026
- ii) Warminster LHFIG – TBC
- iii) Planning Town and Parish Council Forum – 10<sup>th</sup> March 2026, County Hall Trowbridge

**18. Date of next meeting.**

The minutes of this meeting will be available to all members of the public from the village website [www.uptonscudamore.org.uk](http://www.uptonscudamore.org.uk) or by contacting the Parish Clerk.