



DURRINGTON TOWN COUNCIL

COUNCIL OFFICE, VILLAGE HALL, HIGH STREET, DURRINGTON, SP4 8AD

**Minutes of the Meeting of the Town Council held on Tuesday 29th September 2026 at 7p.m.
in the Robinson Room, Village Hall, Durrington, SP4 8AD.**

Present

Members

- Cllr G Wright – Chair**
- Cllr S Smith – Vice Chair**
- Cllr P Paul**
- Cllr A Stafford**
- Cllr R Lock**
- Cllr S Paines**
- Cllr S Botham**
- Cllr K Johnson**
- Cllr C Butler**
- Cllr A Hatt**
- Cllr J Todd**
- Cllr J Painter**

Officers **J Tudor – Clerk** **A Budge – Deputy Clerk**

Public Participation

No members of the public were present.

43/26 – Acceptance of Apologies

Apologies were received and accepted from Cllrs Eydmann, Rennie and Galan-Bamfield.

44/26 – Declarations of Interest

There were no declarations of interest.

45/26 – Approval of Minutes

The minutes of the Full Council meeting held on 28th July 2026 and the Extraordinary Meeting held on 11th August 2026 were approved as a correct record and signed by the Chairman.

46/26 – Minutes for Information

The minutes of the Facilities and Amenities Committee dated 8th July 2026 and the Finance and HR Committee dated 23rd June 2026 were received for information.

Durrington Town Council Meeting on 29th September 2026. Minutes approved as a true and accurate record, and signed as so by the Chairman presiding

Signed

Date.....

47/26 – Accounts

Cheques and debits for July and August 2026 were approved.

The July and August 2026 bank reconciliations for the current account were also approved.

48/26 – Council Resolutions

The Council resolved to:

- a. approve the amendments to the Standing Orders.
- b. approve the creation of an HR Committee.
- c. approve the amendments to the Terms of Reference for Committees.

In discussing the Terms of Reference, it was clarified that any appeals panel would be formed of three councillors drawn from those members who do not sit on the HR Committee.

It was noted that the members of the HR Committee should complete refresher training in council HR matters before the Committee begins its work, as recommended following the council training session held on 25th August 2026.

Action: Clerk to arrange HR training for members of the new HR Committee with the trainer who delivered the council training session.

d. Request to amend the Audio Recordings of Meetings Policy 2026 to include the recording of confidential business

Cllr Paul introduced his request, explaining that a recording of confidential business would provide evidence of discussions and decisions should a decision later be challenged, for example by an unsuccessful tenderer. He suggested that any such recording could be held on a secure USB drive, kept in a secure location and destroyed after an agreed period, such as one year, if no legal issue had arisen.

The Chairman read out advice received from the Monitoring Officer at Wiltshire Council, which stated that Wiltshire Council does not record confidential items, that the law requires a summary rather than a verbatim record of meetings, and that recording confidential business could inhibit discussion and was not considered good practice. Members noted that no legal challenge had arisen from any confidential item previously considered by the Council.

It was resolved that confidential business should continue not to be recorded. The proposal was carried and the Council's Audio Recordings of Meetings Policy 2026 remains unchanged.

e. Highway Improvement Request Form

The Council considered a Highway Improvement Request submitted by residents asking for the double yellow lines on Bulford Road to be reduced in length.

Members noted that the lines had been installed to a plan provided by Wiltshire Council, that the location had been registered as a Community Speedwatch site, and that a subsequent speed survey had shown average speeds in the area had reduced. Members also noted that vegetation had been cut back to widen the road following resurfacing, and that the missing white centre line is due to be reinstated by Wiltshire Council.

It was resolved that the Council's response should be that the double yellow lines remain as they are. The proposal was carried.

Action: Cllr Paul and the Clerk to agree the wording of the Council's response on the form, return it to the LHFIG.

f. Utilities contract

The Council resolved to accept the recommendation of the Finance Committee and renew the utilities contract for both council buildings with Octopus Energy for a further two years.

Action: Clerk to complete the two-year renewal with Octopus Energy before the current contract ends in November 2026.

g. Pump track design alterations and contract

The Chairman announced that the Clerk had that day secured a further grant of £15,000 from Sport England towards the pump track, in addition to the grant already received from the National Lottery Community fund and thanked the Clerk.

Members noted that the design alterations followed suggestions made by residents at the recent public meeting and supported by On Track. The additional works, comprising two steel kickers with a timber running surface, an elevated start in the holding area and a widening of the track at the two jumps, cost **£14,820**, bringing the total contract value to **£152,815**. It was noted that the additional grant funding may allow some funds to be retained for future improvements such as lighting, and that the funding arrangements would be taken forward through the Finance Committee.

The Council resolved to approve the alterations to the design of the pump track and the resulting increase in cost, and to authorise the Chairman and the Clerk to sign the contract for the installation of the pump track on behalf of the Council. Carried.

A Member suggested that the Council publicise that the design changes came from residents' input.

Action: Clerk to prepare an article for the Dispatch.

h. External Auditor's report – AGAR 2025/26

The Council noted the response from the External Auditor following completion of the Annual Governance and Accountability Return 2025/26. The External Auditor raised one “other matter”, which does not affect their opinion, relating to a lack of evidence that the independence of the internal auditor had been formally considered upon appointment. The requisite notice has been placed on the website and the council noticeboard. The Chairman congratulated the Clerk and the office team.

i. Electrical remedial works

The Council noted that the electrical remedial work listed in the EICR has been carried out.

j. Chairman's report

The Chairman's report for September 2026, which focused on the council training session, was noted.

k. Wiltshire Councillor's report

No written report was submitted. The Wiltshire Councillor reported verbally that, following a change in national planning rules, unitary councillors are no longer able to call planning applications into committee. He emphasised that the Town Council's constructive comments on planning applications, whether supportive or raising concerns, will carry greater weight.

49/26 – Planning

The Council considered **PL/2026/03889** – Full planning permission for the installation of parcel lockers outside the building within property land at the front of 65 Bulford Road, Durrington, Salisbury, SP4 8EU.

Durrington Town Council Meeting on 29th September 2026. Minutes approved as a true and accurate record, and signed as so by the Chairman presiding

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Members noted that the application is retrospective, as the lockers are already in place, and that Wiltshire Council Highways had not been listed as a consultee. The lockers are located immediately adjacent to the zebra crossing, close to the school, and vehicles have been observed parking on the zebra crossing to use them.

The Council objects to the application on highway safety grounds and recommends that the lockers be relocated to the rear car park, next to the existing parcel lockers.

Action: Clerk to submit the Council's objection and recommendation on the planning portal.

50/26 – Discussion Topics

a. Community Governance Review (CGR)

The Chairman and the Clerk had attended an online Community Governance Review meeting. Members agreed that the number of councillors be rebalanced to 13 for Durrington and 2 for Larkhill, reflecting the civilian population and the Council's limited involvement in Larkhill, much of which is managed by the military.

Members also discussed a recommendation from Wiltshire Council that a small area of Larkhill Camp, currently within Figheldean parish, be brought within Durrington to tidy the boundary. The land has no residents and would make no difference to the precept. Members were content for the Chairman to discuss the boundary with Figheldean Parish Council and to agree a sensible adjustment.

Action: Chairman and Clerk to discuss the boundary with Figheldean Parish Council and respond to the Community Governance Review.

b. Football goalposts and use of the Recreation Ground

The Chairman reported that a compound for the goalposts would need to be approximately 9 metres by 6 to 7 metres. Heras fencing is not suitable, as it is temporary and was recently damaged around the half pipe at a cost of around £600. A permanent, lockable compound was estimated to cost at least £3,500 to £4,000, and there is no provision in the current year's budget for it. The alternative is to secure the goalposts to a fixed post, as other nearby councils do.

Members noted that Avon Valley Football Club had been advised that the goalposts belong to the Club and must be insured by the Club, while the Council retains public liability for the Recreation Ground.

It was proposed and seconded that the goalposts be secured beside the tennis courts, within view of the CCTV, without a compound, and that the arrangement be reviewed if problems arise. The proposal was carried.

Action: Clerk to inform Avon Valley Football Club of the Council's decision and confirm the Club's insurance of the goalposts.

c. Strategic Plan

Members agreed that the Council needs a written strategic plan covering the remainder of the current term of office. The plan would guide budget setting and forecasting over more than one year and help the Council work towards the Local Council Award Scheme, which requires one. It would set objectives with owners, deadlines and budgets, and bring together ideas from members and those already invited from residents through the Dispatch.

It was agreed that Cllr Smith will lead on the strategic plan, with all members contributing. It was also agreed that an informal strategic planning session will be held after a short formal meeting on 27th October 2026, so that the plan can inform next year's budget.

Action: Cllr Smith to lead on developing the strategic plan.

Action: Clerk to keep the formal business on the October agenda short to allow time for the strategic planning session.

51/26 – Confidential Business

The Council resolved to exclude the press and public under Section 100A(4) of the Local Government Act 1972 to consider confidential matters relating to a potential land acquisition, a cemetery matter, a football matter and bank administration.

Members considered the potential acquisition of land and provided the Clerk with instructions to liaise on the matter.

Members considered the cemetery matter and agreed a way to proceed.

Members considered a complaint and agreed to consider a new hirers policy for all hirers to be prepared.

Members considered a banking issue **and resolved** to remove former Councillor Ian Silk from the Redwood bank mandate following his resignation from the council in early 2025.

Action: Clerk to respond to the Land matter, the Chairman to respond to the cemetery matter, the Clerk to prepare a hirers policy for approval, and correspond with the Redwood bank.

52/26 – Date of Next Meeting

Tuesday 27th October 2026.

Meeting closed at 20.26.