

LANGLEY BURRELL WITHOUT PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.30pm

Maud Heath Room, Langley Burrell Village Hall

21st October 2019

Present: Cllr R Whitrow (Chairman), Cllr R Colthorpe, Cllr Julie Hoskins (Vice Chairman) and Cllr Katerina Johnstone.

Also Present: Wiltshire Councillor H Greenman and V A Vines MBE Clerk of the Council

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972

PUBLIC QUESTION TIME

There were no Questions raised.

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

There were no Reports received.

051/19 APOLOGIES FOR ABSENCE

There were no Apologies received.

052/19 DECLARATION(S) OF INTEREST AND DISPENSATIONS – IN ACCORDANCE WITH LANGLEY BURRELL WITHOUT PARISH COUNCIL'S CODE OF CONDUCT AND STANDING ORDERS

There were no Interests declared. There were no Dispensations required under Section 33 of the Localism Act 2011.

053/19 MINUTES Members had been previously circulated with the Draft Minutes.

The Council received, approved and signed as a true record the Minutes of the Parish Council Meeting held 16th September 2019.

Cllr R Colthorpe proposed, seconded Cllr R Whitrow and RESOLVED UNANIMOUSLY

054/19 PLANNING Prior to the consideration of Planning Applications, the opportunity was given for Applicants and their Representatives and any other interested parties to address the Council. There were no Representations received.

Planning Applications:

- a) 19/09555/VAR
Variation of Condition for Application 18/08446/REM – Approval for all matters reserved by Condition 2 attached to 17/03417/OUT including Appearance, Landscaping, Layout and Scale for “Phases 1 & 2” and the “Strategic Landscaping” element at the boundaries of the site
Land south-east of Junction 17 of M4 Motorway, Kington Langley, Nr Chippenham, Wiltshire
For St Modwen Developments

Following consideration of the application **the Council resolved to raise no objections** to the proposals.

Cllr Julie Hoskins proposed, seconded Cllr R Whitrow and RESOLVED UNANIMOUSLY

There were no further Planning Applications considered.

Planning General and Decisions: The Council received notification and considered other Planning related matters, including updates on any Planning Applications that had not yet been determined.

- a) 18/02037/FUL Land at Rawlings Farm. Construction of Bridge, Temporary Haul Road etc.

There was no decision to date. Council Members and Parishioners had met with the Case Planning Officer on Tuesday 15th October 2019. Representatives had been provided with latest submission details that had not previously been placed in the public domain. It was argued by the applicant that these addressed local concerns and included the proposal to use Sutton Lane and Thornhill Lane as an access route to avoid the low GWR rail-bridge near The Steamer. These revisions had not been the subject of formal consultation procedures to date, either with local Parish Councils, interest groups or Parishioners. The use of Sutton and Thornhill Lanes raised significant concerns particularly the tight right-hand turn required at the Thornhill Farm junction and the road surfaces generally of Thornhill Lane. It had also been noted that the design details of the temporary haul road far exceeded what was required appearing more suited to a permanent road construction that created doubt as to its removal on the completion of the works. **The Council agreed that** Wiltshire Council should be advised that a further public consultation should be carried out on the amended scheme before any further consideration was given to taking any decision. In addition they should be advised that with the use of the southern section of Sutton Lane now being proposed leading to the right-hand turn at Thornhill Farm it would be far better to reconsider the whole proposal and use the entire length of Sutton Lane from the northern direction leading to an easier left turn into Thornhill Lane. Such a proposal would remove the requirement to use the B4069 as a route to access The Common, then running through the village centre and onwards to reach Sutton Lane, using instead a shorter route using the B4069 through Sutton Benger and turning south into Sutton Lane and onwards. It was acknowledged that this would require a complete re-think and re-design of the scheme but would be the most sensible and safer solution.

- b) 15/12352/OUT Land at Rawlings Farm. Outline permission for up to 650 dwellings etc

There was no decision to date. The Case Planning Officer has advised that

additional information is awaited from the applicant. **(noted)**

- c) 19/03177/FUL Demolish Existing/Rebuild New Dwelling.Thornhill Farm
Approved with Conditions 11th October 2019 **(noted)**
- d) 19/04714/FUL Building Conversion to Holiday Let. 9 Sutton Lane SN15 4LW
There was no decision to date. **(noted)**
- e) 19/06140/FUL 20m x 40m Outdoor Riding Arena. Avon Wick SN15 4LS
There was no decision to date. **(noted)**
- f) 19/07850/TCA 20% Crown Reduction. Teazel Cottage SN15 4LQ
No objection Decision 3rd October 2019 **(noted)**
- g) Planning Case Officer Meeting. . The Meeting was held on the 15th October 2019. There was no further action required at the present time.

055/19 FINANCE

The Council considered financial matters and received notification of receipts and invoices for payment.

a) **Payments:**

Langley Burrell Village Hall. Hire of Hall. Inv 1835 09.10.19 £ 70.00

Cllr R Whitrow proposed, Cllr Julie Hoskins seconded and RESOLVED UNANIMOUSLY

b) **Receipts:** The Council noted the following receipts. **(noted)**

Wiltshire Council. Parish Precept 19/20 Tranche 2 23.09.19 £ 6,600.00
Wiltshire Council. CIL 17/05149/REM payment Tranche 3 of 3 £ 6,798.72

c) **Community Infrastructure Levy (CIL):** The Council noted receipts received since the last Council Meeting and the CIL account balance of £98,346.23.

d) **Bank Account balance:**

Lloyds Bank Treasurers Account. A/c No 00222628 **(noted)**

The latest Statement had not yet been received at the time of the Meeting.

056/19 HIGHWAY MATTERS

- a) **Parish Stewards Programme/Requirements:** general issues for the Local Highway & Streetscene Community Team. Council Members considered amendments to the top 5 priorities to be notified to Wiltshire Highways. The Parish Steward had been due to visit on the 10th October 2019. Further visits are scheduled for 7th November, 5th December 2019 and 16th January 2020. **(noted)**

The Council noted receipt of (Cllr Wayman's) Local Highways September 2019 Newsletter. **(noted)**

- b) **Rights of Way:** general issues in regards to Public Footpaths and Bridleways within the Parish.

- i) Maud Heath's Causeway. Cllr Julie Hoskins, on behalf of the Trustees, displayed the draft of a public information/interpretation board map that was to produced and erected by the Trust in both Bremhill and Langley Burrell Parishes to promote the historic asset. It was likely that the Council would receive a future application for grant aid towards the project. **(noted)**

- c) **Highway & Footpaths Conditions and Maintenance:** general issues in regards to Highway Conditions and Maintenance within the Parish.

It was reported that following the recent flooding conditions the resurfacing works carried out in Thornhill Lane had been ruined and would need to be reinstated. **(noted)**

057/19 STANDING ITEMS

- a) **Parish/Community Website/Newsletters/Social Media:** The Clerk would endeavour to ensure that the new Council website went "live" as soon as possible. **(noted)**
- b) **Notice Board/s:** There was no update. **(noted)**
- c) **Flooding & Drainage:** There was no update. **(noted)**
- d) **Langley Burrell Village Hall:** Cllr Katerina Johnstone reported that the Village Hall AGM had been held on the 7th October 2019. Minutes of the AGM will be made available in due course. **(noted)**
- e) **Wiltshire Council Chippenham Area Board and Chippenham Community Area Parish Forum:** A Chippenham Area Board Meeting was held on Monday 7th October 2019 in The Need/Town Hall, Chippenham. The next Area Board Meeting was scheduled for Monday 16th December 2019 at 11.00am at Chippenham Borough Lands Charity, Jubilee Building, Market Place, Chippenham SN15 3HP. Council Members commented that this was an unfortunate timing, as it undoubtedly would impact on attendance numbers. A Chippenham Community Area Parish Forum was scheduled for Wednesday 23rd October 2019 at 7.30pm in The St Mary Magdalene Church, The Street, Hullavington SN14 6DU. The topic for the evening would be Cyber Crime. **(noted)**
- f) **Langley Burrell Neighbourhood Plan:** There was no update. **(noted)**
- g) **Council Insurance:** There was no update required. **(noted)**
- h) **Council Standing Orders & Code of Conduct:** There was no update required. **(noted)**
- i) **Asset Register:** There was no update required. **(noted)**

- j) **Risk Assessment:** There was no update. **(noted)**
- k) **Health & Safety and Management Register:** There was no update. **(noted)**
- l) **Freedom of Information Act-Publication Scheme:** There was no update. **(noted)**
- m) **Parochial Church Council/s:** Cllr Julie Hoskins advised that St Giles Church was investigating the repair or renewal of their Notice Board and may approach the Council for financial assistance. **(noted)**
- n) **Community Safety/Neighbourhood Watch Scheme:** There was no update. **(noted)**
- o) **Data Protection. GDPR:** There was no update. **(noted)**

058/19 CLERKS REPORT

The following items were received for decision, information, and circulation and for future discussion and matters arising and updates from previous meeting/s.

- a) Wiltshire Housing Site Allocations Plan – Consultation on Further Modifications. Minute 048/19 (bb) referred. Wiltshire Council had advised that a 6-week Consultation commenced on Thursday 12th September and ended on Friday 25th October 2019. The Council deferred the item at the last Meeting to consider the online information and to consider any response required at the next Meeting. Following consideration **the Council agreed that there was no response required.**
- b) Local Government Boundary Commission. Pursuant to Minutes 89/18 (n). The Council had been previously notified that a Consultation on the Wiltshire Council Division Boundaries had begun with final recommendations expected in July 2019 coming into effect at the local elections in May 2021. The Council had submitted representations that they wished to stay in the Kington Division rather than any parts being incorporated into any other Divisions. The Boundary Commission had now published their final recommendations and following Parliament approval, there were changes proposed to the boundaries of 89 of the 98 Divisions. This would affect Langley Burrell Without Parish, as parts now included in the existing Kington Division will become parts of the Chippenham Hardenhuish and Chippenham Monkton Divisions. There was no further action the Council could take. **(noted)**
- c) Community Governance Review. Pursuant to Minute 048/19 (f). Wiltshire Council had invited Parish and Town Councils to submit any requests for changes, including naming of Parishes, or its Wards, total number of Councillors, creation of Wards, changes to external boundaries of the Parish, or the creation/abolition/merger/grouping of Parishes and other such changes. The Council had submitted representations that no changes should be made with the status quo retained. Following the Boundary Commission decision, 058/19 (b) above refers, Wiltshire Council had written seeking the Parish Council’s views on the consequential impacts to the Parish arrangements of both Chippenham Town and Langley Burrell Without Parish as the Electoral Review Committee of Wiltshire Council “may” choose to undertake a review in the area. Wiltshire Council had advised that if changes were proposed in any review there would be a formal consultation period but the Parish Council’s early comments were

welcomed at this time. With regret, and with great sadness, the Council acknowledged that with the new Wiltshire Electoral Division Boundaries now taking effect from May 2021 and with the owners and occupiers of the northern Chippenham development areas likely to look towards Chippenham for services and amenities and to avoid a situation where the Parish fell within three Wiltshire Divisions then the areas of land involved should become part of Chippenham Parish rather than remain in Langley Burrell Without Parish and Wiltshire Council be informed accordingly. **Cllr R Whitrow proposed, Cllr Katerina Johnstone seconded and RESOLVED UNANIMOUSLY**

- d) Council Meeting Dates. Pursuant to Minute 049/19 (a). At the previous Meeting Cllr R Colthorpe had queried the need for monthly Council Meetings, suggesting that many Councils dealt with business adequately using a two-month cycle. Members were advised that many Councils held a two-monthly cycle of Meetings, with a Planning Meeting scheduled but not necessarily held if there was no planning business, in the intervening month. Members felt that it would be acceptable to adopt this approach as it would always be possible to call an Extraordinary Council Meeting should there be urgent business to conduct. **The Council agreed that** in the future they would adopt a two-monthly cycle and hold Full Council Meetings in May, July, September, November, January and March and Council Planning Meetings in the months of June, August, October, December, February and April. All of the Planning Meetings would be scheduled but not necessarily held if there was no planning business to conduct. The Annual Parish Meeting will be held in April on the scheduled Council Planning Meeting date, either following the Planning Meeting or as a stand-alone event. The Council's Annual Meeting will be held in May prior to the Full Council Meeting.
- e) Langley Burrell Neighbourhood Plan. Cllr R Whitrow the Council Lead Member advised that he had attended the Langley Burrell Resident's Association Annual Meeting and there were no views expressed on the required update. **(noted)**
- f) Emergency/Flood Plan. Cllr R Whitrow advised that he was making progress and it would be helpful if he could be provided with names of potential volunteers to carry out the required roles. **(noted)**
- g) Keep Britain Tidy-Fight Back Against Dog Fouling. The Council had been notified that the dark nights bring dark dog owner behaviour, increasing incidents of dog fouling. An award winning solution had been offered. **The Council agreed that** no further action was required.
- h) Member Training. The WALC Training Officer had advised that they were now taking bookings for early 2020 for sessions of 2 hours in length (Monday-Thursday) evenings. Charges were dependent on attendance numbers. Members were aware that Kington St Michael PC were considering holding a session and the Council thought that they could attend this when announced. **(noted)**
- i) Wiltshire Council - Briefing Note No 19-026. The Council noted receipt of a Briefing Note in regards to the Wiltshire Housing Site Allocations Plan Consultation. **(noted)**
- j) Langley Burrell Residents Association (LBRA). The Council had been notified that the LBRA was holding their Annual General Meeting on Thursday 19th September 2019. Cllr R Whitrow had attended and provided a brief update, including confirmation that LBRA had agreed to pay 50% of the ADL invoice. Minutes would be available in due course. **(noted)**
- k) Wiltshire Council - Briefing Note No 19-026. The Council noted receipt of a Briefing Note in regards to the new Mental Health Campaign. **(noted)**

- l) Wiltshire Council - Briefing Note No 19-028. The Council noted receipt of a Briefing Note in regards to the Carers in Wiltshire Joint Strategy 2017-22. **(noted)**
- m) Wiltshire Council Operational Flood Working Group North. The Group met on the 16th October 2019 in St Margaret's Hall, Bradford on Avon. The Agenda was published and circulated to Council Members. The next Meeting is scheduled for 11th December 2019 at the Wiltshire Air Ambulance Base, Melksham. **(noted)**
- n) Wiltshire Council Chippenham Community Engagement Manager. Pursuant to Minute 048/19 (h). Mr Oliver Phipps (Ollie) had been invited and had agreed to visit the Council on Monday 20th January 2020. **(noted)**
- o) Council Member Vacancy. Cllr D Mannering had previously advised that he would no longer be attending Council Meetings following his move from the Parish. Until formal resignation was received there was no Council Vacancy and the legal process for replacement could not be commenced. **(noted)**
- p) SW Ambulance Trust Defibrillator Training. A reminder was given that Chippenham Without PC lease their defibrillators from the SW Trust and part of the agreement was an Annual Training session. This would take place on the Wednesday 30th October 2019 at 7.45 pm in St Peter's Church Meeting Room, Lordsmead, Chippenham. **(noted)**
- q) Wiltshire Council-Our Community Matters. The Council had been notified of an Online Survey to inform Wiltshire Council of local needs to influence policies through the Joint Strategic Needs Assessment and Area Boards. The Survey ended on 13th October 2019. Council Members had been circulated with the details and responses had been required from individuals rather than the Council. **(noted)**
- r) Wessex Flood Warden Newsletter (Oct 19). The Council had received a copy of the latest Environment Agency online Newsletter. **(noted)**
- s) SID Deployment. Wiltshire Council had recently provided a revised SID Deployment Criteria Note for local Town and Parish Councils. The Council had been advised that Wiltshire Council were continuing to explore options to allow volunteers to receive appropriate training in lieu of the need to have Streetworks Accreditation. **(noted)**

059/19 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

a) News Release. Council Members had noted a press release relating to a Wiltshire Council £75 million infrastructure funding bid to Government to support the potential long-term growth of Chippenham that suggested would be used to build a new road to the east and south of Chippenham, linking the A350 at the northern and southern ends and as a consequence unlocking development land. This had attracted adverse comment and the Council had recently received a communication from Bremhill Parish Council. The matter would be an agenda item at the next Council Meeting.

060/19 DATE OF NEXT MEETING

The next Council Meeting will be held in the Maud Heath Room, Langley Burrell Village Hall on **Monday 18th November 2019 at 7. 30pm.**

Signed:

Date: **18th November 2019**