

LANGLEY BURRELL WITHOUT PARISH COUNCIL

Vivian A Vines MBE
Clerk of the Council

Tel 01249 657695
Email langleyburrellpc@live.co.uk

3 Wardour Road
Chippenham
Wiltshire
SN14 0PA

18th April 2019

Dear Councillor,

You are summoned to a **Meeting of the Langley Burrell Without Parish Council**, to be held on **Thursday 25th April 2019** commencing at **8.00pm** (or on completion of the Annual Parish Meeting) in the **Maud Heath Room, Langley Burrell Village Hall**.

Yours faithfully,

Vivian Vines

Parish Clerk

FULL COUNCIL MEETING

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

PUBLIC QUESTION TIME: an opportunity for members of the public to address the Council on any Council matter before the formal meeting commences. (Limited to 10 minutes)

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES: an opportunity to put questions and receive information from the Wiltshire Councillor, if available, and Council delegated representatives for other organisations and functions. (Limited to 10 minutes)

AGENDA

- 1. APOLOGIES FOR ABSENCE:** To note and agree Apologies received from Council Members.
- 2. DECLARATIONS OF INTEREST:** To receive and note Declarations of Interest in accordance with Langley Burrell Without Parish Council's Code of Conduct and Standing Orders, including Dispensations required under the Code of Conduct. **(to note)**

- 3. MINUTES:** To receive and sign as a true record the Minutes of the meeting/s held

Parish Council Meeting held 28th March 2019. **(see attached Draft Minutes) (For Decision)**

- 4. PLANNING:**

Planning Applications: To make observations on Planning Applications received

Prior to the consideration of each Planning Application, the opportunity will be given for Applicants and their Representatives and any other interested parties to address the Council. (Limited to 3 minutes each person)

- 19/03326/TCA
Ash Tree – Overall Prune & Reduction of One-Third
Treetops, The Common, Langley Burrell, Nr Chippenham, Wiltshire SN15 4LL
For Mrs Lorraine Hunter **(see online) (For Decision)**

- b) 19/03177/FUL
Demolish Existing Building and Outhouses and Rebuild New Dwelling
Thornhill Farm, Sutton Lane, Langley Burrell, Nr Chippenham, Wiltshire SN15 4LW
For Mr M Smith **(see online) (For Decision)**
- c) 17/07794/FUL
Works to existing road to provide new road link connecting B4069 Langley Road and Parsonage Way, including provision of a footway/cycleway and new landscaping. Construction of new gyratory junction at Langley Road. Stopping up of existing section of Parsonage Way and change of use to provide storage area. Construction of link to existing storage area and provision of security fencing
Wavin Ltd, Parson Way, Chippenham Wiltshire
For Mr Roger Taylor – Wavin Ltd **(see online) (For Decision)**

* The Council has previously commented on this planning application **(see attached)** and the Council is re-consulted on amended proposals.

Planning General and Decisions: To receive notification of any Planning Decisions received and any amendments and updates to previously considered Planning Applications.

- a) 18/07826/REM Land at North Chippenham, Parcels B3 & B5. Reserved Matters for Development Comprising the Erection of 152 Dwellings, etc.
No decision to date **(to note)**
- b) 18/02037/FUL Land at Rawlings Farm. Construction of Bridge, Temporary Haul Road etc
No decision to date. Pursuant to Minute 95/18. The Council agreed to seek a quotation from ADL Traffic Engineers to provide expert advice on the amended details received. Cllr D Mannering has obtained quotations and the Council's approval is now required to proceed. To consider any further updates and actions required **(For Decision)**
- c) 15/12352/OUT Land at Rawlings Farm. Outline permission for up to 650 dwellings etc
No decision to date **(to note)**
- e) 18/02973/106 Modification of S106 Agreement attached to N/12/00560/OUT
No decision to date **(to note)**
- f) 18/04224/REM Land North of Hill Corner Road. Erection of 212 Dwellings, etc
No decision to date **(to note)**
- g) 18/08917/FUL Re-Building and Extension Pinchloafe Cottage, 23 The Common,
No decision to date **(to note)**
- h) 18/09049/LBC Re-Building and Extension Pinchloafe Cottage, 23 The Common,
No decision to date **(to note)**
- i) 18/11188/FUL Coach House Conversion etc., Kilverts Parsonage SN15 4LE
No decision to date **(to note)**
- j) 18/11736/LBC Coach House Conversion etc., Kilverts Parsonage SN15 4LE
No decision to date **(to note)**
- k) 18/07826/REM Land North of Hill Corner Road, Land Parcel B3 & B5. 152 dwellings etc
No decision to date **(to note)**
- o) 19/00187/FUL Change of Use into Two Dwellings, etc. 43, The Common SN15 4LQ
No decision to date **(to note)**
- p) 19/00752/TPO Fell 3 Ash Trees Wavin Plastics Limited, Parsonage Way SN15 5PN
No decision to date **(to note)**
- q) 19/00877/FUL Agricultural Building, etc. Crossing Lane, Peckingell Farm, SN15 4LJ
No decision to date **(to note)**
- r) Planning Case Officer Meeting. To consider and agree if any action is required at this time.
(For Decision)

5. FINANCE: To consider financial matters and to receive notification of any receipts and invoices for payment

- a) To consider and approve any payments required

Langley Burrell Village Hall. Hire of Meeting Room	Inv 1745	04.08.19	£	35.00
BHIB Ltd. Insurance Renewal 19/20	Policy LCO00655	09.04.19	£	484.96
WALC. Subscription Renewal 19/20.	Inv 19/20-138	01.04.19	£	169.81

Information Commissioner. Data Protection Fee renewal 19/20 £ 40.00
(see attached) (For Decision)

- b) To note any receipts received since the last Council Meeting **(to note)**

Wiltshire Council. CIL 17/07413/REM payment 01.04.19 £ 36,403.37

- c) Bank Account balance Lloyds Bank Treasurers Account. A/c No 00222628

To receive any update available. **(to note)**

6. HIGHWAY MATTERS:

- a) Parish Stewards Programme/ Requirements – Local Highway and Streetscene Community Team. To raise general issues and to receive any updates. To consider and update the top 5 priorities and inform Wiltshire Council Highways. The Parish Steward was scheduled to visit on 4th April 2019. Further visits are yet to be advised. To receive any updates. **(For Decision)** To note receipt of (Cllr Wayman's) Local Highways March 2019 Newsletter. This advises that the nearest Annual Town & Parish Council Highways Meeting will take place on 1st May 2019 (7.00pm to 9.00pm at Monkton Park, Chippenham. **(to note)**
- b) Rights of Way – To raise general issues and to receive any updates.
- i) Maud Heath Causeway. To raise general issues and to receive any updates. **(to note)**
 - ii) Kissing Gates. Pursuant to Minute 97/18 (b) (iii). The Council agreed that relevant landowners would need to support the provision of kissing gates. Cllr D Mannering has provided a location plan indicating suggested positions. To consider and agree to proceed with the requests. **(see attached) (For Decision)**
- c) Highway & Footpaths Conditions and Maintenance – To raise general issues in regards to Highway Conditions and Maintenance within the Parish and to receive any updates. **(For Decision)**

7. STANDING ITEMS:

- a) Parish/Community Website/Newsletters/Social Media – To raise general issues and to receive any updates. **(to note)**
- b) Notice Board/s – To raise general issues and to receive any updates. **(to note)**
- c) Flooding & Drainage – To raise general issues and to receive any updates **(For Decision)**
- d) Langley Burrell Village Hall – To raise general issues and to receive any updates **(to note)**
- e) Wiltshire Council Chippenham Area Board and Chippenham Community Area Parish Forum
- i) To note that an Area Board Meeting was held on Monday 25th March 2019 at Monkton Park Council Offices and included a Cyber Crime Workshop. The next Meeting is scheduled for Monday 3rd June 2019 at 7.00pm in Café Spero, Wood Lane, Chippenham SN15 3EB. **(to note)**
 - ii) To consider any new, and review any previous local issues within the Parish, which have been, or should be raised, with the Chippenham Area Board at their next Meeting **(For Decision)**
 - iii) To note that a Meeting of the Chippenham Community Area Parish Forum was held on Wednesday 17th April 2019 in Biddestone Village Hall. The Guest Speaker was from the Local Youth Network (LYN). The next Forum meeting is scheduled for Wednesday 19th June 2019 at 7.30pm at a venue to be notified. The Council may wish to consider and offer to host the Meeting. **(to note) (For Decision)**
 - iv) To consider any new, and review any previous local issues within the Parish, which have been, or should be raised, with the Chippenham Community Area Parish Forum at their next Meeting. **(For Decision)**
- f) Langley Burrell Neighbourhood Plan – To raise issues and to receive any updates. **(to note)**
- g) Council Insurance – To raise issues and receive updates as required. **(to note)**
- h) Council Standing Orders & Code of Conduct: To consider any updates if required. **(to note)**
- i) Asset Register: To consider any updates of the Council Asset Register. **(to note)**
- j) Risk Assessment: To consider any updates of the Risk Assessment Register. **(to note)**

- k) Health & Safety and Management Register: To consider any updates of the Health & Safety and Management Register. **(to note)**
- l) Freedom of Information Act-Publication Scheme: To consider any updates of Freedom of Information Register. **(to note)**
- m) Parochial Church Council/s: To raise general issues and to receive any updates. **(to note)**
- n) Community Safety/Neighbourhood Watch: To raise general issues and to receive any updates. **(to note) (For Decision)**

8. CLERKS REPORT: To note items received for decision, information, circulation and for future discussion and matters arising and updates from previous meeting/s

- a) Wiltshire Council Operational Flood Working Group North. The Working Group met on the 13th March 2019 at Monkton Park Chippenham. The next Meeting is scheduled for 15th May 2019, 9.30am to 1.00pm at Malmesbury Town Hall SN16 9BZ. **(to note)**
- b) Wiltshire Council - Briefing Note No 19-009. The Council has received a Briefing Note in regards to the Future of the Calne to Chippenham Cycle Path. **(see attached) (to note)**
- c) Wiltshire Council - Briefing Note No 19-010. The Council has received a Briefing Note in regards to the Freight Strategy and Freight Management Update. **(see attached) (to note)**
- d) Wiltshire Council - Briefing Note No 19-011. The Council has received a Briefing Note in regards to the Extended Consultation of Vision for Special Schools. **(see attached) (to note)**
- e) Town and Parish Council Training and Networking Day. Wiltshire Council has invited each Council (max 2 representatives) to the event to be held on Thursday 9th May 2019 in the Guildhall, Salisbury – 9.30am to 3.45pm. To consider attendance. **(For Decision)**
- f) The Salvation Army Trading Company Ltd. The Council has been approached by the Salvation Army Company in regards to the possible siting of a clothing recycling bank within the Parish. To consider and determine the request. **(see attached) (For Decision)**
- g) Seagry Neighbourhood Plan Regulation 14 Consultation. The Neighbourhood Plan has reached the Consultation stage and the Draft Neighbourhood Plan has been published. The 6-week Consultation Period is 9th April to 24th May 2019. The Draft Plan and related documents can be viewed at www.seagryparishcouncil.gov.uk The Council may wish to consider a response. The matter could be deferred until the next Council Meeting as the timescale for comment could still be met. **(to note) (For Decision)**
- h) Working in Partnership. Wessex Water & SSEN has invited the Council to an event to promote a working partnership to support customers in vulnerable circumstances to be held on Thursday 9th May 2019 at Wessex water Operation Centre, Bath 10.00am to 3.00pm. To consider attendance. **(For Decision)**
- i) Wiltshire Council – Annual Town and Parish Council Report 2018-19. The Council has received a Report from the Leader of the Council and Cabinet Members. **(see attached) (to note)**
- j) Wiltshire Council – CIL Guidance. A revised Guidance Note for Parish and Town Council on receiving and use of CIL Funds has been received. **(see attached) (to note)**
- k) CIL Funding – Local Policy. The Council agreed that a Local CIL Funding Policy should be prepared and set a timescale for adoption as March 2019. Cllr D Mannering agreed to continue drafting a Policy for future consideration. To receive any updates. **(For Decision)**
- l) CIL Funding. The Council has received a CIL Payment. The Council agreed to consider if any further payments should have been received by this date. **(For Decision)**
- m) Langley Burrell Neighbourhood Plan. Cllr R Whitrow is the Council lead Member. To receive any updates and to consider any actions required. **(For Decision)**
- n) Fly Tipping. The Chippenham Area Board has funded the provision of signs to deter Fly Tipping. There was a need to confirm “hot spots” with Wiltshire Cllr H Greenman as soon as possible. To receive any reports and updates since the last Council Meeting. **(to note)**
- o) Emergency/Flood Plan. Cllr R Whitrow is the Council lead Member. Wiltshire Council has written to Parish Councils reminding them of the need to have an up to date Plan. To receive any updates and to consider any actions required. **(For Decision)**
- p) Street Naming. Pursuant to Minute 99/18 (p) The Council responded to the request from the developer for 10 names for potentially 8 new streets within the Parish. Both Wiltshire

Council and Chippenham Town Council have indicated that they have no objections. To receive any updates. **(to note)**

- q) Council Objectives 2019. Pursuant to Minute 99/18 (q) the Council agreed to defer at the last Meeting and consider at a future Meeting. To receive any updates. **(For Decision)**
- r) WiltshireOnline – High Speed Broadband. Pursuant to Minute 99/18 (s). The Gigaclear Community Engagement Manager for the northern Wiltshire area has been contacted and has agreed to attend a future Council Meeting. **(to note)**
- s) The Common – Nameplates. On the 10th April 2019 Wiltshire Council advised the Council that the new street nameplates have been installed. **(to note)**

9. COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING:

An opportunity to raise items and issues, which the Clerk cannot deal with, and which do not require a policy decision other than referral to the next meeting.

- a) The Annual Parish Meeting was held earlier this evening and the Council will need to consider any issues raised at a future Council Meeting.

10. DATE OF NEXT MEETING:

The **Annual Council Meeting** and next **Council Meeting** will take place at **7.30pm, Monday 20th May 2019** in the Maud Heath Room, Langley Burrell Village Hall.

PART 2 AGENDA

As the following item relates to Confidential Matters, in regards to an Employees Contract, in accordance with Langley Burrell Without Parish Council Standing Orders (Admission of Public and Press to Meetings) it is considered that in view of the confidential nature of the business to be transacted, in accordance with the Public Bodies (Admission to Meetings) Act 1960 (as amended), the Public and Press should be excluded for the remainder of the Meeting and that they are instructed to withdraw.

Council Part 2 Agenda 28th March 2019 refers. **(For Decision)**