

# LANGLEY BURRELL WITHOUT PARISH COUNCIL

## DRAFT MINUTES

### Council Meeting

held at 7.00pm

in The Maud Heath Room, Langley Burrell Village Hall.

**28<sup>th</sup> November 2022**

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

Also Present: Wiltshire Councillor H Greenman and Mr 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**

Cllr Katerina Johnstone raised a question on behalf of Rosemary Waterkeyn in regards to the continuing HGV use of the B4069 to Draycot Cerne instead of the A350-B4069 (Kilverts Way). In response the Council was mindful that they had requested Wavin Plastics to avoid using the B4069 and that they had indicated that once the new road was opened their drivers would be instructed to use the new road. Other than a reminder to Wavin there was little the Council could do unless weight restrictions were imposed by Wiltshire Highways on the B4069 towards the Draycot Cerne road turning.

There were no further Questions raised.

#### **REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES**

Wiltshire Cllr Howard Greenman (Strategic Planning Committee Chair) briefed the Council on difficulties occurring over the Government's 5 Year land supply policy. A later Agenda item related to the issue (Minute 047/22 (j) below refers). He also advised the Council on the loss of several experienced planning staff at the Authority.

There were no further Reports received.

#### **044/22 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr M Meredith.

#### **045/22 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.

**046/22 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 26<sup>th</sup> September 2022. **Cllr Katerina Johnstone proposed, Cllr R Colthorpe seconded and RESOLVED UNANIMOUSLY**

#### 047/22 PLANNING

**Planning Applications:** Prior to the consideration of any Planning Application, the opportunity was given for Applicants and their Representatives and any other interested parties to address the Council. The Council received no representations

- a) PL/2022/08731 – Full Planning Permission  
Extension to Existing Driving Range Shelter, Addition of External Lighting  
Chippenham Golf Club, Malmesbury Road, Chippenham. Wiltshire SN15 5LT  
For Mr Mike Goodwin - Chippenham Golf Club

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

**Cllr R Whitrow proposed, Cllr Katerina Johnstone seconded and RESOLVED UNANIMOUSLY**

**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) 20/05495/FUL  
New Residential Development following the Demolition of Existing Buildings.  
To include: Public Open Space; Landscaping; Sustainable Urban Drainage and other Associated Infrastructure Works  
Land at Ambulance Headquarters, Malmesbury Road, Chippenham, SN15 5LN  
For Persimmon Homes (Wessex) Ltd **No decision yet by Wiltshire Council**
- b) PL/2021/04520 – Householder Application  
Replacement of Existing White Timber Windows with White Heritage UPVC Windows  
25, 26, 28 and 29 The Common, Langley Burrell SN15 4LQ  
For Squire Ashe Properties Ltd **No decision yet by Wiltshire Council**
- c) PL/2021/08242 – Removal/Variation of Conditions Application  
Variation of Conditions 1, 5, 6 and 7 of application 18/07826/REM (Reserved Matters for Development comprising the Erection of 147 Dwellings and Associated Landscaping on the Land at North Chippenham, Parcels B3 and B5 following Outline Planning Permission N/12/00560/OUT)  
Land North of Hill Corner, Land Parcels B3 & B5, Chippenham SN15 1DX  
For Barratt David Wilson SWest **No decision yet from Wiltshire Council**
- d) PL/2022/01261 - Works to Trees in Conservation Area  
T1 Fell 1 No Medium Oak, excessive shade + wrong location. T2 Fell Small Tree, wrong location. T3 Wild Pear Fell, poor specimen/form (cat C). T4 Old Pear/Apple with Fungi, poor specimen (cat U). T5 Old Pear/Apple with Fungi, poor specimen (cat U)  
Common Farm, The Common, Langley Burrell, Wiltshire SN15 4LQ  
For Mr Karl Eaves **No decision yet by Wiltshire Council**

- e) 22/2022/04681 – Outline Planning Consent  
Residential Development (up to 230 dwellings), a Local Centre (comprising commercial business and service uses (Use Class E), Drinking Establishment and Hot Food Takeaway (Sui Generis) with GIA limit of 675 sq m of which no more than 200 sq m (GIA) shall be used for retail (Class E(a), Drinking Establishment and Hot Food Takeaway (Sui Generis), Associated Works and Infrastructure, Ancillary Facilities, Open Space, Landscaping with Vehicular Access from the B4069  
Land off the B4069, East of Barrow Farm, Langley Burrell, Chippenham, Wiltshire  
For Robert Hitchins Limited **No decision yet by Wiltshire Council**
- f) PL/2022/07162 - TCA  
Trim Two Trees (Thorny Honeylocust Variety) consistent with past application (18/06835/TCA)  
39A, The Common, Langley Burrell, Nr Chippenham, Wiltshire SN15 4LQ  
For Adam Priest **No objections by Wiltshire Council 25th October 2022**
- g) PL/2022/07551 – Notification of Works to Trees in a Conservation Area  
Ash Remove  
Orchard House, The Common, Langley Burrell, Nr Chippenham SN15 4LQ  
For Mr Michael Davidson  
**No objections by Wiltshire Council 7th November 2022**
- h) The Brambles, The Common. The Council was informed that there had been no change in circumstances since the last Council Meeting. **(noted)**
- i) 22/2022/04681 – Outline Planning Consent  
Residential Development (up to 230 dwellings), a Local Centre (comprising commercial business and service uses (Use Class E), Drinking Establishment and Hot Food Takeaway (Sui Generis) with GIA limit of 675 sq m of which no more than 200 sq m (GIA) shall be used for retail (Class E(a), Drinking Establishment and Hot Food Takeaway (Sui Generis), Associated Works and Infrastructure, Ancillary Facilities, Open Space, Landscaping with Vehicular Access from the B4069  
Land off the B4069, East of Barrow Farm, Langley Burrell, Chippenham, Wiltshire  
For Robert Hitchins Limited  
**Notification of Planning Appeal (Appeal Start Date 14.11.22)**

**The Council agreed that** there was a need to forward their original letter of objection to The Planning Inspectorate and to take any steps required to allow them to make further representations at the Inquiry, when scheduled.

- j) Wiltshire Council 5 Year Land Supply

Wiltshire Cllr Howard Greenman (Strategic Planning Committee Chair) had briefed the Council on difficulties occurring over the Government's 5 Year land supply policy leading to planning applications being approved on Appeal despite the wishes of local people and Neighbourhood Plans. He had written a lengthy argument to Government Ministers and local MPs for changing the requirement. The Wiltshire Council Leader had also become involved and had provided a template that Parish Councils could use in support of the views. The Council had an adopted Neighbourhood Plan that may be disregarded in decision making at some stage. **The Council agreed to support the campaign.**

## 048/22 FINANCE

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

- a) **Payments:** The Council **agreed** the following Payments:

Idverde Ltd. Waste Collection (Oct - Dec 22) Inv 10860976	£	327.60
Thrings LLP. Legal advice etc . Inv SW0094156	£	2,100.00
Langley Burrell Village Hall. Meeting Room hire. Inv 3108	£	35.00
Langley Burrell Village Hall. Section 137 Grant Tranche 2	£	375.00

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

- b) **Payments made since the last Council Meeting:** The Council **noted** the following payments had been made since the last Council Meeting:

CIL Transfer to Account 78211968	27.09.22	£ 150,000.00
Citizens Advice Wiltshire. Section 138 Grant	26.09.22	£ 100.00
Louise Ryland-Epton. Heritage Project. Inv LB03	04.10.22	£ 320.00
Thrings LLP. Legal advice etc. Inv SW0094450		£ 900.00

- c) **Receipts:** The Council **noted** the following receipt since the last Council Meeting:

Lloyds Bank compensation 14.10.22 and 24.10.22 £ 175.00

- d) **Lloyds Bank CIL Account No 73537468** The Council **noted** the account balance.

31<sup>st</sup> October 2022 £ 47.33

- e) **Lloyds Bank Treasurers Account No 00222628** The Council **noted** the account balance.

28<sup>th</sup> October 2022 £ 89,596.71

- f) **Lloyds Bank Treasurers Account No 78211968** The Council **noted** the account balance.

2<sup>nd</sup> November 2022 £ 408,556.90

- g) **Lloyds Bank Banking Arrangements** The Council **noted** that there was still a need to change arrangements in regards to the address of accounts. This had been requested but had not yet been actioned. The Council would write again.

## 049/22 HIGHWAY MATTERS

- a) **Parish Stewards Programme/Requirements:** general issues for the Local Highway & Streetscene Community Team. Parish Steward visits had been scheduled for 24<sup>th</sup> November and 22<sup>nd</sup> December 2022. (**noted**)

- b) **Rights of Way:** general issues in regards to Public Footpaths and Bridleways within the Parish. There were no issues raised that had not been previously reported. **(noted)**
  - a) Maud Heath's Causeway. There were no issues reported. **(noted)**
- c) **Highway & Footpaths Conditions and Maintenance:** general issues in regards to Highway Conditions and Maintenance within the Parish.
  - a) The Council had yet to erect the "no parking on pavement" notices. Cllr Katerina Johnstone would remind the volunteers to carry out the work and confirm that the Council would take responsibility.
  - b) Cllr R Colthorpe reported that the B4069 grass verges had not been cut and that Wiltshire Highways should be informed.
  - c) Cllr R Colthorpe also raised the issue of the "blacked out" highway signage that should now be updated following the opening of the link road.

There were no further issues raised. **(noted)**

#### **050/22 STANDING ITEMS**

- a) **Parish/Community Website/Newsletters/Social Media:** There had been no change in circumstances since the last Council Meeting. **(noted)**
- b) **Notice Board/s:** The new Village Hall notice board had still to be erected to complete the project. **(noted)**
- c) **Flooding & Drainage:** There were no new issues raised. **(noted)**
- d) **Langley Burrell Village Hall:** Cllr Katerina Johnstone reported that the Hall was busy. The new leasing arrangements had reached the legal stage/s. The Trust had submitted CIL Funding applications, which would be considered by CIL Panel. **(noted)**
- e) **Chippenham and Villages Area Board and Chippenham Community Area Parish Forum:** The next Area Board Meeting was scheduled for Monday 12<sup>th</sup> December 2022 at 7.00pm in Sutton Benger Village Hall SN15 4RP. Cllr Julie Hoskins advised that she would attend. The Council would be notified of the next Parish Forum Meeting date when scheduled. **(noted)**
- f) **Langley Burrell Neighbourhood Plan:** The Rural Housing Needs Survey was scheduled for January 2023. LBRA was tasked with assisting Wiltshire Council in the process. **(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 at this Council Meeting. **(noted)**

- k) **Health & Safety and Management Register:** There was no update at this Council Meeting.(noted)
- l) **Freedom of Information Act-Publication Scheme:** There was no update at this Council Meeting. (noted)
- m) **Parochial Church Council/s:** Cllr Julie Hoskins reported that the defibrillator had not be installed yet at St Giles Church. (noted)
- n) **Emergency/Flood Planning:** There was no update at this Council Meeting. (noted)
- o) **Community Safety/Neighbourhood Watch Scheme:** There was no update at this Council Meeting. (noted)
- p) **Community Speedwatch.** Wiltshire Council had still to carry out the traffic survey. Until completed no progress could be made. (noted)
- q) **Data Protection - GDPR:** There were no updates required. (noted)
- r) **Langley Burrell Residents Association (LBRA):** There was no update at this Council Meeting. (noted)

#### 051/22 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) **Birds Marsh Wood.** The Council had previously resolved that no further action would be taken. Minute 041/22 (a) referred. The item would now be taken off future Agendas. (noted)
- b) **Defibrillator Project.** The Clerk reported that all defibrillator installations still needed to be completed and registered with the S W Ambulance Trust. Once the third defibrillator was installed the Trust could be notified and a training session scheduled. (noted)
- c) **CIL Funding.** There had been a request to install another general waste/dog bin adjacent to the Right of Way entrance near St Giles Church. The Council Project could allow for this **and it was agreed to purchase and install the bin and add to the emptying contract.** Council Members deferred consideration of CIL Funding matters until the Part 2 Agenda. (noted)
- d) **Chippenham Local Highway and Footpath Group (LHFIG) (Formerly CATG).** The LHFIG had last met on 4<sup>th</sup> October 2022. The date of the next Meeting was scheduled for 24<sup>th</sup> January 2023 at 10.00am at a venue to be confirmed. There was a need to raise the traffic calming proposals in this Forum. (noted)
- e) **Wiltshire Operational Flood Group North.** A Flood Group Hybrid Meeting had been scheduled for Thursday 24<sup>th</sup> November 2022, 9.30am to 11.30am at Melksham Community Campus and by Microsoft Teams. The Notes of the last Meeting held on 22<sup>nd</sup> September 2022 had been received and circulated. The Council was always invited to attend and to

raise any local concerns and a Briefing Note from the Portfolio Holder for Flooding had been received. **(noted)**

- f) **Langley Burrell Heritage Trail Projects.** Cllr R Whitrow updated the Council on the research project progress since the last Council Meeting and advised that Rosemary Waterkeyn and Karl Eaves were now assisting Louise Ryland-Epton. Cllr Julie Hoskins reported that she had noted that the National Trust had a local trail promotion that could influence the Council's proposals. **(noted)**
- g) **Parish Council Database.** There had been no change since the Council last met. Further consideration would be given to the circulation of a Council Newsletter. **(noted)**
- h) **Wiltshire Flood Warden Training Day.** The original interactive event had been postponed and the event had now taken place on Wednesday 23<sup>rd</sup> November 2022, in The Guildhall, Salisbury. **(noted)**
- i) **Wiltshire Council - Briefing Note 22-20.** The Council noted receipt of a Briefing Note in regards to the Wiltshire Substantive Highways Scheme Fund Bid Application Process for 2023/24. **(noted)**
- j) **Wiltshire Council - Briefing Note 22-22.** The Council noted receipt of a Briefing Note in regards to Wiltshire Avian Influenza update. **(noted)**
- g) **Wiltshire Council – Financial Planning.** The Council had been advised of the key dates for the Council Tax setting for year 23/24. The deadline for submission of Precept requests was the 18<sup>th</sup> January 2023. The Council would set their Budget for Year 23/24 on the 16<sup>th</sup> January 2023 and Wiltshire Council would be advised. Council Members were asked to submit any proposals for inclusion or exclusion of budgetary items prior to the 12<sup>th</sup> December 2022 so that the Clerk could include them in Budget options templates for the January Council Meeting. **(noted)**

The Council had also been advised of their 2023/2024 Band D Tax Base of 179.06 (The Band D Tax Base for 2022/2023 was 174.72). **(noted)**

- k) **Community Speedwatch Team, SIDs, etc.** There had no change in circumstances since the last Council Meeting as the Wiltshire Council traffic survey had been delayed. **(noted)**
- l) **Election of Representatives to Outside Bodies.** The Council had agreed representatives at their Annual Council Meeting in May 2022. Following the co-option of the new Member the Council needed to reconsider appointments. The Member was not in attendance and the Council deferred the matter until the next Council Meeting **(noted)**

#### **052/22 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING**

- i) **Kilverts Road Signage.** Recent discussions with Wiltshire Highways indicated that these would be installed as the Parish Council were willing to pay for the work. Wiltshire Highways had suggested that the Council advise Chippenham Town Council of the proposals as the verge land involved was now within the Chippenham Town boundary.

- ii) There were no further issues raised.

#### **053/22 DATE OF NEXT MEETING**

The date of the next Council Meeting was scheduled for **7.00pm, Monday 16<sup>th</sup> January 2023.**

**PART 2 AGENDA** In accordance with Langley Burrell Without Parish Council Standing Orders (Admission of Public and Press to Meetings) it was 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 was excluded for the remainder of the Meeting.

- a) Land ownership issues. There had been no change in circumstances since the Council last considered the matter. **(noted)**
- b) Council CIL Project Funding. The Council continued to discuss suitable Council Projects and the need to confirm and move forward to be able to meet spending timescales. A number of community projects had already commenced and CIL grants provided and advice and discussions with others continued. An updated Project paper was circulated for Members consideration and further approval. **Council Members agreed to proceed as outlined.**
- c) CIL Fund applications. The Council had received three formal applications.

Each application was considered by the CIL Panel who agreed that they each were welcomed community projects and that the applicants be advised accordingly.

#### **CIL Grant funding was agreed for:**

Langley Burrell Village Hall Trust. Installation of CCTV cameras at The Village Hall.

Langley Burrell Village Hall Trust. Architectural and planning design fees for Village Hall extensions and potential sports pavilion.

St Peters Church. Heritage Trails project toilet accommodation to include Church use.

The Clerk would discuss and agree with each applicant the next stages.

Signed:

Date: **16<sup>th</sup> January 2023**