

LANGLEY BURRELL WITHOUT PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.00pm

The Meeting was held as a Zoom Virtual Meeting

19th April 2021

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

Also Present: Wiltshire Councillor H Greenman, Rhian Morley 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

There were no Questions raised.

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

There were no Reports received.

085/20 APOLOGIES FOR ABSENCE

All Council Members were in attendance.

086/20 DECLARATION(S) OF INTEREST AND DISPENSATIONS - IN ACCORDANCE WITH LANGLEY BURRELL WITHOUT PARISH COUNCIL'S CODE OF CONDUCT AND STANDING ORDERS

There were no Declarations received.

087/20 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 29th March 2021.

Cllr Julie Hoskins proposed, Cllr Katerina Johnstone seconded and RESOLVED UNANIMOUSLY

088/20 PLANNING

Planning Applications: There were no 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) 20/04524/FUL
Full Planning Application for the Erection of a Single Dwelling of Exceptional Quality and Innovative Nature of Design and Creation of New Access and Associated Landscaping
Land South of Steinbrook House, Swindon Road, Kington Langley, Chippenham, Wiltshire
For Jennifer & Eddy Shah **No decision yet from Wiltshire Council**
- b) 15/12351/OUT
Outline Permission for up to 650 Dwellings, Including 5ha Employment Generating Space and a 2 Form Entry Primary School. Up to 10ha New Public Open Space Including Country Park, Landscaping, Stormwater & Foul Drainage Works, Substation and Associated Infrastructure Works. Access Using Parsonage Way - Over New Railway Bridge, Darcy Close and from Cocklebury Lane (for Pedestrian/Emergency Works).
Land at Rawlings Farm, Cocklebury Lane, Chippenham, Wiltshire SN15 3LR
For KBC Developments LLP **The application was considered by the Wiltshire Council Strategic Planning Committee on 16th September 2020. Planning Obligations/Section 106 Agreements were now well advanced and it was expected that a decision would be issued shortly.**
- c) 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**
- d) 17/07793/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 **Approved with Conditions 25th March 2021**
- e) 20/08525/FUL
Use of Site for Siting of 60 Touring Caravans for 12 Months a Year
Plough Lane Caravan Site, Plough Lane, Kington Langley SN15 5PS
For Trimagger Ltd **No decision yet by Wiltshire Council**
- f) 20/11468/REM
Reserved Matters for Development Comprising the Erection of 37 Dwellings and Associated Landscaping on the Land at North Chippenham
Land at North Chippenham, Hill Corner Road, West of A350, Chippenham
For BDW Trading Limited **No decision yet by Wiltshire Council**

- g) 20/05589/FUL
Building Conversion to Holiday Let
BT Repeater Station, Sutton Lane, Langley Burrell SN15 4LW
For Mr Dariusz Pucilowski **Appeal against Refusal dismissed 23rd March 2021**

089/20 FINANCE

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

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

WALC. Annual Subscription 2021-2022. Inv SUB21/22-138 01.04.21 £ 160.86

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

- b) **Payments made since the last Council Meeting:** The Council noted the following payment made. **(noted)**

Cllr R Colthorpe. BT Conference Call meeting expenses. 08.04.21 £ 31.68

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

Wiltshire Council CIL Fund payment 18/08316/REM
(Tranche 3 of 3) 12.04.21 £46,547.48

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

9th March 2021 £ 39,922.44

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

9th March 2021 £ 388,858.49

Members noted that the recent CIL receipt was not within the bank account balance and that CIL funds held within the account would be transferred from the account to the CIL account when transfer facilities were available. **(noted)**

- f) **Annual CIL Account Update**

The Clerk circulated a CIL Account spreadsheet that provided an update showing receipts for years 19/20, 20/21 and 21/22 and the grants given during that period. **(noted)**

090/20 HIGHWAY MATTERS

- a) **Parish Stewards Programme/Requirements:** general issues for the Local Highway & Streetscene Community Team. A Parish Steward visit was scheduled for 11th May 2021. **(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.** With the increase in walking during Covid-19 it was suggested that the next Council give consideration to the provision of additional multi-purpose waste bins. **(noted)**
- c) **Highway & Footpaths Conditions and Maintenance:** general issues in regards to Highway Conditions and Maintenance within the Parish. There were no issues raised that had not been previously reported. **(noted)**

091/20 STANDING ITEMS

- a) **Parish/Community Website/Newsletters/Social Media:** There was no update required. **(noted)**
- b) **Notice Board/s:** There was no update required. **(noted)**
- c) **Flooding & Drainage:** There were no issues raised that had not been previously reported. **(noted)**
- d) **Langley Burrell Village Hall:** Cllr Katerina Johnstone, the Village Hall Trustee/Treasurer updated the Council on re-opening for group bookings. The Hall was to be repainted externally. **(noted)**
- e) **Wiltshire Council Chippenham Area Board and Chippenham Community Area Parish Forum:** Wiltshire Cllr H Greenman advised that fly-tipping remained a major issue and there would be a need for the Forum to meet again as soon as possible after the May Elections. **(noted)**
- f) **Langley Burrell Neighbourhood Plan:** There had been no progress since the last Meeting. **(noted)**
- g) **Council Insurance:** There was no update required. **(noted)**
- f) **Council Standing Orders & Code of Conduct:** There was no update. **(noted)**
- g) **Asset Register:** There was no update required. **(noted)**
- h) **Risk Assessment:** There was no update. **(noted)**
- i) **Health & Safety and Management Register:** There was no update. **(noted)**
- j) **Freedom of Information Act-Publication Scheme:** There was no update. **(noted)**
- k) **Parochial Church Council/s:** There was no update. **(noted)**
- l) **Emergency/Flood Plan:** There was no update. **(noted)**
- m) **Community Safety/Neighbourhood Watch Scheme:** There was no update. **(noted)**
- n) **Data Protection. GDPR:** There were no updates required. **(noted)**

092/20 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) Defibrillator Project. Cllr Katerina Johnstone advised that she had approached SSEN in regards to the power supply for the bus stop defibrillator and had requested a quotation for the supply installation. A decision was still awaited from the Diocese in regards to St Giles Church. The Council **agreed to defer** consideration until a future Council Meeting when further updates on all three sites were positive and allow an order to proceed.
- b) CIL Funding. The Parish Council had asked Wiltshire Council if Covid-19 restrictions had impacted on the 5-year spend rule and that some easing of the timescale may be given. A response had been received indicating that the 5-year rule was set out by Central Government and that there had been no amendments to the Regulations. **(noted)**
- c) WiltshireOnline – High Speed Broadband – Gigaclear. There was still some works programmed for the Parish. **(noted)**
- d) Speed Signs/Devices. Cllr R Whitrow confirmed that Mr Folke Pope had indicated his willingness to be involved with Community Speedwatch. It had been suggested that the next Council should consider the provision of village entrance gates and speed humps and involve the CATG. **(noted)**
- e) Parish Council Database. There was no update. **(noted)**
- f) SSEN Resilient Communities Fund. The Council had been notified of the 2021 round of grant funding to build local resilience and protect vulnerable community members. The application deadline was Thursday 10th June 2021. Cllr Katerina Johnstone advised that she had approached SSEN in regards to the power supply for the bus stop defibrillator and told that this was outside of the Fund parameters. **(noted)**
- g) Joint Council/Community Working Parties. There was no progress since the last Council Meeting. **(noted)**
- h) Country Park Status. The Parish Council had written to Wiltshire Council to ascertain the status of the Country Park policy and whether the outline planning permission likely to be given under 15/12351/OUT, that included a substantial reduction in the Country Park size would have long-term consequences on the provision of the whole Country Park in accordance with the CSAP Policy. The response received indicated that there had been no change in Local Plan Policy in regards to the zoning of the Country Park and this remained a determining factor in any future planning applications. **(noted)**
- i) Parish Council Meeting Dates 2021-2022. Council Members had been circulated with the Council Meeting dates for the first year of the new Council term of office, including Parish Meetings, so that they were publicly available. There was nothing to stop the new Council re-considering the dates at their Annual Council Meeting on the 13th May 2021. It was noted that, at the present time, as from the 7th May 2021

Virtual Council Meetings would no longer be allowed and the Council was expected to return to face-to-face Meetings. The Council Meeting Dates had been given to the Langley Burrell Village Hall. The Main Hall would need to be available to comply with social distancing requirements. Any changes in Covid-19 relaxations/restrictions would be reported to Council, but at this time it could be difficult to hold any face-to-face Meetings, especially if a quorum of Members were not available to attend in which case a Virtual Meeting may still be necessary. There would also be a need to include Virtual facilities for the public. **(noted)**

- j) Parish Council Elections – 6th May 2021. Following the close of nominations on the 8th April 2021, 5 qualified persons had stood for election to the Council. In these circumstances there would be no Parish Council Elections and the next Council, taken from the Statement of Persons Nominated, would consist of Richard J Colthorpe, Julie Hoskins, Katerina J Johnstone, Rhian J Morley and Robert W G Whitrow. The existing Council remained in office until the 10th May 2021. The five new Council Members would take up office but would be unable to act as Councillors until they had signed their Declaration of Acceptance of Office prior to the Annual Council Meeting. **(noted)**
- k) CATG. Advance Notification had been received from Wiltshire Council, as membership may change following the 6th May 2021 elections and that the next meeting would take place as a Microsoft Teams Meeting on the 25th May 2021 10.00am to 11.50am. **(noted)**
- l) Annual Report-Wiltshire Councillor Howard Greenman. It had been usual for Cllr Greenman to provide a report at an Annual Parish Meeting (APM). No APM was held in 2020 because of Covid-19 restrictions. The Council had decided to hold a virtual APM this year, following the Council Meeting. Cllr Greenman had provided a written report, which was circulated. **(noted)**
- m) B4069-A350 (Kilvert's Way). In anticipation of the opening of the potential link road Cllr R Colthorpe had suggested that Wavin Plastics Limited should be encouraged to route their traffic via the new road to the A350 rather than using the B4069. **The Council agreed** with this and would consider how to approach Wavin Plastics in a cordial manner.
- n) Retirement of Council Members. Parish Council Elections would take place on the 6th May 2021. Following this a new Council would be formed and will officially take over on the 10th May 2021. Councillor David Mannering had been unable to stand for re-election having moved from the Parish some months ago but had still continued with an active role in Parish matters as he had done for some years including a heavy commitment in the production and adoption of the Neighbourhood Plan. The Council wished to place on the public record their fulsome thanks for all David had done both for the Council and Parishioners during his time living in the Parish. **Cllr R Whitrow proposed, Cllr Julie Hoskins seconded and RESOLVED UNANIMOUSLY**

In response David emphasised that during his time his motives had always been to try to do the very best for all and in doing so he may have been irritating and had possibly offended some but that had never been his intent as he had always strived to get the best outcomes. He stressed how the

Parish Council had been vigilant and would need to remain so in the future to protect and enhance the Parish. He wished Langley Burrell Without Parish well for the future and intended to keep an eye from afar on how it was managing through continuing Local Government changes. **(noted)**

- o) Wiltshire Council Kington Division Member. Wiltshire Council Elections would take place on the 6th May 2021. Wiltshire Councillor Howard Greenman was seeking re-election. The Parish Council wished to place on record their gratitude for the work that he had done for Langley Burrell Without Parish. Although the Council was required to remain impartial he would be sadly missed if not re-elected. **Proposed Cllr D Mannering seconded Cllr R Whitrow and RESOLVED UNANIMOUSLY**

093/20 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

Cllr R Whitrow advised that he had a number of outstanding tasks that he would be pursuing, including the online banking arrangements and the need to change the banking mandate to include the new Council Membership. In addition he wished to pursue the naming of the A350-B4069 link road naming as Kilvert's Way. The new Council would need to concentrate on CIL spending priorities in order to invest in the Parish and meet 5-year deadlines.

Rhian Morley advised that by the time she took up her Council position she would have married and would have become Mrs Rhian Laverly.

Kilvert's Country Trail Project. For some time there had been an aspiration of creating a Tourism related project to celebrate the history of the Parish and its' historic assets to include brown tourist attraction signage, literature, etc. This would be a major project and commitment to achieve and expertise could be required. It was suggested that Rhian Morley could become the Lead Member. The Council would confirm roles at the Annual Council Meeting. It was known that Chippenham Museum had visited the Parish Forum to highlight the role they could play in assisting and promoting Parishes. Cllr R Whitrow agreed to make contact to ascertain what services they could offer.

094/20 DATE OF NEXT MEETING

The date of the Annual Council Meeting followed by a Council Meeting remained scheduled for **7.00pm, Thursday 13th May 2021**. These would be the first Meetings of the new Council, elected on the 6th May 2021.

PART 2 AGENDA

The following Item related to Confidential Matters, and 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 was no update. **(noted)**

Signed:

Date: **13th May 2021**