

# LANGLEY BURRELL WITHOUT PARISH COUNCIL

www.langleyburrellparishcouncil.gov.uk

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11<sup>th</sup> September 2024

Dear Councillor,

You are summoned to a **Meeting of the Langley Burrell Without Parish Council**, to be held on **Monday 16<sup>th</sup> September 2024** commencing at **7.00pm** in **The Maud Heath Room, Langley Burrell Village Hall**. The Press and Public are welcome to attend the Meeting.

Yours faithfully,

*Vivian Vines*

Vivian A Vines MBE SLCC

## AGENDA

(Agenda Items for decision are marked as such)

**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)

1. **APOLOGIES FOR ABSENCE:** To note and agree Apologies received from Council Members.  
Apologies have been received from Cllr K Eaves

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

Council Meeting held 15<sup>th</sup> July 2024. **(see attached Draft Minutes) (For Decision)**

4. **PLANNING:**

**Planning Applications:** To make observations on Planning Applications received

Prior to the consideration of any 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)

- a) PL/2024/06987 – Approval of Reserved Matters  
Reserved Matters Application pursuant of 15/12351/OUT – Approval of appearance, landscaping, scale and layout sought for the development of Phase 1 comprising 196 dwellings and associated highway works, garages, car parking, public open space, play space and infrastructure works  
Land at Rawlings Farm, Cocklebury Lane, Chippenham SN15 3LR  
For Crest Nicholson Operations Ltd and Summix Ltd **(see online) (For Decision)**

There are no further planning applications to consider at the time of Agenda publication. **(to note)**

**Planning General and Decisions:** To receive notification of any Planning Decisions received and any amendments and updates to previously considered Planning Applications. To receive notification and consider any other Planning related matters, including appeals, consultations and enforcement issues.

- a) PL/2023/02043 - Full Planning Permission  
Conversion of existing offices to residential use  
Agriculture House, The Common, Langley Burrell, Chippenham, SN15 4LQ  
For Mrs Tamsin Richards **No decision yet by Wiltshire Council**
- b) The Brambles, The Common – Enforcement Matters. There are no change in circumstances since the last Council Meeting. **(to note)**
- c) PL/2024/03958 – Householder Planning Permission  
Addition of a painted timber casement window to the first-floor rear bedroom; replacement of metal glazed doors with painted timber glazed doors to the ground-floor sitting room  
Lower Peckingell Farm, Peckingell, Langley Burrell, Chippenham SN15 4LJ  
For Saritha Pilbrow **No decision yet by Wiltshire Council**
- d) PL/2024/03957 – Listed Building Consent (Alt/Ext)  
Addition of a painted timber casement window to the first-floor rear bedroom; replacement of metal glazed doors with painted timber glazed doors to the ground-floor sitting room  
Lower Peckingell Farm, Peckingell, Langley Burrell, Chippenham SN15 4LJ  
For Saritha Pilbrow **No decision yet by Wiltshire Council**
- e) PL/2024/04291 – Full Planning Permission  
Replacement WC Building within the grounds of St Peters Church  
St Peters Church, Swindon Road, Langley Burrell, Wiltshire SN15 5LX  
For Mr Howard Morland **No decision yet by Wiltshire Council**
- f) PL/2024/04550 – Listed Building Consent (Alt/Ext)  
Replacement WC Building within the grounds of ST Peters Church  
St Peters Church, Swindon Road, Langley Burrell, Wiltshire SN15 5LX  
For Mr Howard Morland **No decision yet from Wiltshire Council**
- g) PL/2024/05355 – Approval of Reserved Matters  
Approval of details of access, layout, scale, appearance and landscaping in connection with the residential development of 230 dwellings plus the approval of detailed reserved by/or confirmation of compliance with conditions 1, 2, 5, 6, 7, 10, 11, 12, 14 and 15 pursuant to outline planning permission PL/2022/04681  
Land off the B4069 East of Barrow Farm, Langley Burrell, Chippenham  
For BWD Trading Ltd **No decision yet from Wiltshire Council**
- h) Lime Down Solar Park – EIA Scoping Consultation

The Council had been invited by PINS (Planning Inspectorate). to comment on the developers Scoping Report and initial stage of the EIA process. The purpose being, to identify and evaluate the likely effects of the development on the environment to be able to determine measures to reduce or manage any potential significant adverse effects. The consultation ended on the 14<sup>th</sup> August 2024. To meet the timescale the Clerk prepared and submitted a Council response. **(see attached) (to note)**

i) National Planning Policy Framework (NPPF) - Consultation

The Government is proposing to update the NPPF and is carrying out a Consultation on the proposed changes. The Consultation ends on the 24<sup>th</sup> September 2024. In person events and webinars are planned. To consider any actions required and any response. **(see attached) (For Decision)**

j) Gypsies and Travellers pre-submission draft Development Plan - Consultation

The Wiltshire Council is consulting on the proposals that once adopted will become a material planning consideration in meeting the accommodation needs for Gypsy and Traveller communities in Wiltshire. The Consultation runs from Tuesday 20<sup>th</sup> August until Friday 4<sup>th</sup> October 2024. In person events and webinars are planned. To consider any actions required and any response. **(see attached) (For Decision)**

There are no further planning matters to report at the time of Agenda publication. **(to note)**

**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. **(see attached) (For Decision)**

LB Village Hall. Hire of Meeting Room 16 <sup>th</sup> September 2024. Inv 3328	02.09.24	£ 35.00
Parish Online Mapping Agreement 24/25 Inv 00HY134-0004	09.08.24	£ 33.60
Idverde Ltd. Bin emptying contract period 07 Inv 10917393	19.07.24	£ 327.60
PKF Littlejohn LLP. AGAR charges year end 31.03.24 Inv SB20241853	09.09.24	£ 378.00

b) To note any payments made since the last Council Meeting.

Louise Ryland-Epton. History of Langley Burrell & Kellaways Book stage payment 1. Inv LB 06	23.07.24	£ 1,000.00
Nettl Digiprint. Printing costs. Inv DIGI-21647	15.07.24	£ 19.20
FSM Solicitors. Recreation Field Lease costs	19.07.24	£ 3,600.00

There have been no further payments made since the last Council Meeting. **(to note)**

c) To note that there have been no receipts received since the last Council Meeting. **(to note)**

Locality UK. Neighbourhood Plan Grant NPG-14117	04.09.24	£ 4,219.00
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d) Bank Account balance Lloyds Bank CIL Account. A/c No 73537468 **(to note)**

30<sup>th</sup> August 2024 £ 50.61

e) Bank Account balance Lloyds Bank Treasurers Account. A/c No 00222628 **(to note)**

30<sup>th</sup> July 2024 £ 162,786.25

f) Bank Account balance Lloyds Bank Treasurers Account. A/c No 78211968 **(to note)**

2<sup>nd</sup> September 2024 £ 175,851.54

g) To receive any updates on Lloyds Bank banking arrangements. **(to note)**

h) Annual Governance and Accountability Return Year Ending 31<sup>st</sup> March 2024

The Council was required to submit an Annual Return to the External Auditor, PKF Littlejohn LLP, to carry out the limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. This was because both the Council's spending and income for Year Ending 31<sup>st</sup> March 2024 was above the threshold where a Parish Council can apply for a Certificate of Exemption from the external requirement where their gross income or gross expenditure did not exceed £25,000.00 in the accounting year. PKF have now completed their

review and have found no matters of concern. The Council now need to publish a Notice of Conclusion of Audit. **(see attached) (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. Parish Steward visits are scheduled for 16<sup>th</sup> September, 15<sup>th</sup> October, 18<sup>th</sup> November and 12<sup>th</sup> December 2024. **(to note) (For Decision)**
- b) Rights of Way – To raise general issues and to receive any updates. **(For Decision)**
  - i) Maud Heath's Causeway. To receive any updates. **(to note)**
- c) Highway & Footpaths Conditions and Maintenance – To raise general issues in regards Highway Conditions and maintenance within the Parish and to receive any updates. **(For Decision)**
  - i) “No parking on pavement” notices. To receive any updates. **(to note)**
  - ii) Salt Bins. To receive any updates. **(to note)**
  - iii) Dog and Litter Bins. To receive any updates. **(to note)**
  - iv) Hedges. To receive any updates. **(to note)**

## 7. STANDING ITEMS:

- a) Parish/Community Website/Newsletters/Social Media – To raise general issues and to receive any updates, including the consideration of the latest Community Newsletter **(to note) (For Decision)**
- 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. The Council has been reminded that the discretionary gully crew will visit, on request, the Parish and details and Gully Worksheet has been provided. To consider any actions required. **(see attached) (For Decision)**
- d) Langley Burrell Village Hall – To raise general issues and to receive any updates. **(to note)**
- e) Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area
- f) Parish Forum. The Area Board met on Monday 2<sup>nd</sup> September 2024 in the Wiltshire & Swindon History Centre. To receive any reports and updates. Future Area Board Meetings are scheduled for 4<sup>th</sup> November 2024 and 10<sup>th</sup> February 2025. The next Parish Forum Meeting is scheduled for Wednesday 25<sup>th</sup> September 2024 at 7.00pm in Kington St Michael Village Hall. **(to note)**
- g) Langley Burrell Without Neighbourhood Plan – To raise issues and to receive any updates. **(to note) (For Decision)**
- h) Council Insurance – To raise issues and receive updates as required. **(to note)**
- i) Council Standing Orders & Code of Conduct: To consider and agree necessary amendments and updates. **(to note)**
- j) Asset Register: To raise issues and receive updates as required. **(to note)**
- k) Risk Assessment: To consider and agree necessary amendments and updates. **(to note)**
- l) Health & Safety and Management Register: To consider and agree necessary amendments and updates. **(to note)**
- m) Freedom of Information Act-Publication Scheme: To consider and agree necessary amendments and updates. **(to note)**
- n) Parochial Church Council/s – To raise general issues and to receive any updates. **(to note)**
- o) Emergency/Flood Planning: To raise general issues and to receive any updates. Cllr K Eaves has taken on the role of emergency planning and will need to consider the production of an Emergency Plan with assistance from the Wiltshire and Swindon Local Resilience Forum (LRF) and Wiltshire Council, including the recruitment of volunteers and signing up to the LRF Hub Scheme. **(to note)**
- p) Community Safety/Neighbourhood Watch: To raise general issues and to receive any updates. **(to note)**
- q) Community Speedwatch. To raise general issues and to receive any updates. Later Agenda items refer. **(to note)**
- r) Data Protection. GDPR – To raise general issues and to receive any updates. **(to note)**

s) Langley Burrell Residents Association (LBRA) – To receive any updates. **(to note)**

**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) **Defibrillator Project.** To receive any updates since the last Council Meeting. **(to note)**
- b) **CIL Funding.** To raise general issues and to receive any updates. **(to note) (For Decision) See also Part 2 Confidential Agenda item**
- c) **Chippenham Local Highway and Footpath Group (LHFIG).** A LHFIG Meeting was held on the 25<sup>th</sup> July 2024. The Note Tracker has been received and circulated. To consider any actions required. Dates for future Meetings are 10<sup>th</sup> October 2024 and 9<sup>th</sup> January 2025. **(see attached) (to note) (For Decision)**
- d) **Wiltshire Operational Flood Group North.** A Flood Group Hybrid Meeting was held on the 11<sup>th</sup> July 2024 10.00am-12.00noon in Melksham Group Community Campus. Others are scheduled for 26<sup>th</sup> September and 21<sup>st</sup> November 2024. **(to note) (For Decision)**
- e) **Langley Burrell - Heritage Trail Projects.** To raise general issues and to receive any updates on progress and to consider any actions required. **(to note) (For Decision)**
- f) **Parish Council Database.** To raise general issues and to receive any updates. There has been no change since the Council last met. **(to note)**
- g) **Community Speedwatch Team, Autospeedwatch, SIDs, etc.** To receive any updates. **(to note) (For Decision)**
- h) **Village Gateways.** There has been no change in circumstances since the last Council Meeting. **(to note)**
- i) **Wiltshire Council - Briefing Note 23-34.** Pursuant to Minute 029/24 (i). The Council has agreed to submit a Substantive Highways Scheme Fund Bid as part of the Application Process 2024/25 for the provision of a B4069 highway footpath completing the length from St Peter's Church toward Kington Langley to allow the connection of Public Rights of Way from the east and west, that had originally been part of the Heritage Trail, but had been removed because of significant highway safety concerns. **(to note)**
- j) **Wiltshire Council - Briefing Note 24-16.** The Council has received a Briefing Note in regards to the Launch of the Home Upgrade Grant with EDF Energy. **(see attached) (to note)**
- k) **Flood Wessex-Flood Warden Newsletter – Summer 2024.** The Council is reminded that a previous Flood Wessex Newsletter advised that there are/were a number of events scheduled to assist and inform local community groups. The "Introduction to the Flood Warden Role" has already taken place. Sessions are planned until November 2024. The latest Summer edition has been received and circulated. In addition the Environment Agency has produced updated information on Watercourse Rights and Roles. **(see attached) (to note)**
- l) **WALC Annual General Meeting.** The Council has been informed that this will take place on Wednesday 25<sup>th</sup> September 2024 at 6.30pm in Unit C2, Beacon Business Centre, Hopton Park, Devizes SN10 2EY **(to note)**
- m) **Wiltshire Council - Briefing Note 24-17.** The Council has received a Briefing Note in regards to the Septic Tank Upgrade Scheme (Revamp Your Tank). **(see attached) (to note)**
- n) **Wiltshire Council – Traffic Survey.** The Council has been advised of changes being made to traffic surveys in Wiltshire. **(see attached) (to note)**

- o) **Wiltshire Neighbourhood Watch Association.** The Council has been invited to attend the WNHWA Annual General Meeting taking place on Saturday 5<sup>th</sup> October 2024 10.00am until 12noon at Wiltshire Police HQ, Devizes SN10 2DN. **(see attached) (to note)**
- p) **Community First AGM 2024.** The Council has been invited to attend the AGM to be held on Wednesday 9<sup>th</sup> October 2024 at 6.00pm in Devizes Town Hall. Registrations of interest are requested by the 6<sup>th</sup> September 2024. **(to note)**
- q) **Neighbourhood County Parish Forum.** The Council will recall that the first Forum was held via TEAMS in April of this year that delivered an update from each Neighbourhood Policing Inspector on issues in their area and a Q&A session. The next one is to be held in person at Police HQ, Devizes at 6.00pm until 8.00pm on Wednesday 20<sup>th</sup> November 2024. An idea of numbers attending is requested. **(to note)**
- r) **Winter Preparations 2024-2025.** The Council has been advised that Wiltshire Council are beginning their planning for the 2024/25 winter season and have provided the PEAS application details and form for the forthcoming season to be returned to the Weather Team by the 19<sup>th</sup> September 2024. To consider any actions required. **(see attached) (For Decision)**
- s) **Discretionary Gully Service.** The Council has been reminded that the discretionary gully crew will visit the Parish and details and Gully Worksheet has been provided. To consider any actions required. (Item 7 (c) above also refers.) **(see attached) (For Decision)**

## 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 a future Full Council Meeting.

## 10. DATE OF NEXT MEETING:

The next Council Meeting is scheduled for **Monday 18<sup>th</sup> November 2024 at 7.00pm** to be held in The Maud Heath Room, Langley Burrell Village Hall, unless otherwise notified. **(to note)**

# PART 2 AGENDA

**As the following Items relate to Confidential Matters, 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.**

- a) Land ownership issues. To consider updates on land and building purchases and leases
- b) Council CIL Project Funding. To consider progress on Council projects
- c) CIL Panel Decision/s. To consider and determine any applications received for CIL Grants