

LANGLEY BURRELL WITHOUT PARISH COUNCIL

www.langleyburrellparishcouncil.gov.uk

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Clerk of the Council

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12th November 2024

Dear Councillor,

You are summoned to a **Meeting of the Langley Burrell Without Parish Council**, to be held on **Monday 18th November 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 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.

BARROW FARM DEVELOPMENT: Representatives of Barratt Homes will be in attendance to address the Parish Council, receive feedback and to answer questions raised in regards to development proposals for land off the B4609 East of Barrow Farm.

As a consultee the Parish Council commented on application PL/2024/05355 – Approval of Reserved Matters and in doing so raised the issue of local community groups promoting and seeking to achieve a nature reserve as part of the proposals and the submission did not include any suggestion of this and that perhaps the developer might be encouraged to discuss this further with the community groups involved.

Barratt Homes have contacted the Council to advise that until noting the Council's comments they were unaware of any attempts to secure a nature reserve on the site and that it was hoped their proposals would meet the needs of local groups looking to secure a nature reserve. They offered to meet the Council to give a short presentation and to answer questions.

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.
- 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 16th September 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/2024/09507 – Approval of Reserved Matters

Approval of appearance, landscaping, scale and layout following 15/12351/OUT, sought for the development of Phase 2 comprising 454 dwellings, care home and 5 No commercial buildings together with associated highways garages, car parking, public open space including Country Park, 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)**

* The application site is situated within Chippenham Town boundaries. The Parish Council may wish to submit comments as the proposals, including the Country Park, are adjacent to the Parish Boundary

b) PL/2024/09916 – Full Planning Permission

The construction of a hard surfaced share cycle/footpath route to link up with proposals under application PL/2024/05355 together with a section of realigned ProW with the same application. Provision of associated landscaping to achieve Biodiversity Net Gain

Land off the B4069 East of Barrow Farm, Langley Burrell, Chippenham

(Land off Kilverts Way, East of Access to Barrow Farm)

For BDW Trading 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 **Approved with Conditions 30th September 2024**

- 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 **Approved with Conditions 30th September 2024**
- 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**
- d) National Planning Policy Framework (NPPF) - Consultation

Pursuant to Minute 035/24 Planning General (i). The Government was proposing to update the NPPF and was carrying out a Consultation on the proposed changes. The Council agreed that the Clerk should submit a response within the timeframe. For information a copy is attached. **(see attached) (to note)**
- j) Gypsies and Travellers pre-submission draft Development Plan - Consultation

Pursuant to Minute 035/24 Planning General (j). The Wiltshire Council was consulting on the proposals that once adopted would become a material planning consideration in meeting the accommodation needs for Gypsy and Traveller communities in Wiltshire. The Council agreed that the Clerk should submit a response within the timeframe. For information a copy is attached. **(see attached) (to note)**
- k) 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 **No decision yet from Wiltshire Council**

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)**

Place Studio Ltd. Neighbourhood Plan support. Inv 008	27.09.24	£ 1,197.00
Louise Ryland-Epton. History of Langley Burrell & Kellaways Book stage payment 1. Inv LB 07	13.10.24	£ 1,000.00
LB Village Hall. Hire of Meeting Room 18 th November 2024. Inv 1018	04.11.24	£ 35.00
Idverde Ltd. Bin emptying contract period 10 Inv 10925436	04.11.24	£ 327.60
Langley Burrell Village Hall. 50% Maintenance grant 24/25 (later agenda item refers)		£ 500.00
LB Village Hall. Annual SSEN Bus shelter Electricity account Grant.		£ 350.00

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

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

- c) To note the following receipt/s received since the last Council Meeting. **(to note)**

Wiltshire Council. BACs Precept 24/25 Tranche 2.	23.09.24	£ 8,189.50
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- d) Bank Account balance Lloyds Bank CIL Account. A/c No 73537468 **(to note)**

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|---|------------------|
| 31 st October 2024 | £ 50.69 |
| e) Bank Account balance Lloyds Bank Treasurers Account. A/c No 00222628 | (to note) |
| 30 th September 2024 | £ 170,975.75 |
| f) Bank Account balance Lloyds Bank Treasurers Account. A/c No 78211968 | (to note) |
| 1 st November 2024 | £ 170,372.49 |
| g) To receive any updates on Lloyds Bank banking arrangements. | (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 18th November and 12th 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 a Winter 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. To consider any actions required. **(to note) (For Decision)**
- d) Langley Burrell Village Hall – To raise general issues and to receive any updates. The Village Hall AGM was held on the 21st October 2024. The Village Hall Trustees have requested that the Council release 50% of their Section 137 maintenance grant. **(to note) (For Decision)**
- e) Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum. The Area Board met on Monday 4th November 2024 in the Bowls Pavilion, Chippenham Sports Club. To receive any reports and updates. Future Area Board Meetings are scheduled for 10th February, 20th May and 2nd June 2025. The Parish Forum met on Wednesday 25th September 2024 in Kington St Michael Village Hall. Main topics related to Police enforcement in the Community Area, including Community Speed Watch. The Notes from the Meeting have been received and previously circulated but are attached again for information. The next Parish Forum Meeting is scheduled for Wednesday 27th November 2024 at 7.00pm in The Goss Croft Hall, Upper Seagry. The main topic will cover emergency planning and the role of Wiltshire & Swindon Prepared (LRF). **(see attached) (to note)**
- f) Langley Burrell Without Neighbourhood Plan – To raise issues and to receive any updates. **(to note) (For Decision)**
- g) Council Insurance – To raise issues and receive updates as required. **(to note)**
- h) Council Standing Orders & Code of Conduct: To consider and agree necessary amendments and updates. **(to note)**
- i) Asset Register: To raise issues and receive updates as required. **(to note)**

- j) Risk Assessment: To consider and agree necessary amendments and updates. **(to note)**
- k) Health & Safety and Management Register: To consider and agree necessary amendments and updates. **(to note)**
- l) Freedom of Information Act-Publication Scheme: To consider and agree necessary amendments and updates. **(to note)**
- m) Parochial Church Council/s – To raise general issues and to receive any updates. **(to note)**
- n) Emergency/Flood Planning: To raise general issues and to receive any updates. Pursuant to Minute 038/24 (n), 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. See also Agenda item 8 (n). **(to note)**
- o) Community Safety/Neighbourhood Watch: To raise general issues and to receive any updates. **(to note)**
- p) Community Speedwatch. To raise general issues and to receive any updates. Later Agenda items refer. **(to note)**
- q) Data Protection. GDPR – To raise general issues and to receive any updates. **(to note)**
- r) 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 10th October 2024. The Note Tracker has been received and circulated. To consider any actions required. The next is scheduled for 9th January 2025. **(see attached) (to note) (For Decision)**
- d) **Wiltshire Operational Flood Group North.** A Flood Group Hybrid Meeting was held on the 26th September 2024 10.00am-12.00noon in Melksham Community Campus. The next is scheduled for 21st November 2024 in the same venue. **(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. The Council has received notification that following the traffic survey the site did not meet the eligibility criteria for Community Speed Watch. At this time this means that a CSW Team cannot be formed and trained. In addition the installation of Autospeedwatch Device/s, intended to support the work of the CSW team, cannot proceed, particularly as advised at the last Parish Forum Meeting, the Wiltshire Police do not accept their use and data collected. The question of the Council continuing to install Speed Indicator Devices (SIDs) is also thrown into doubt as the CSW/SID Practice Note identifies that the use of SIDs at sites where there is no speeding problem is not encouraged and possibly lessen the overall impact that SIDs are intended to have. Wiltshire Highways suggest that advice is sought from LHFIG if they wish to pursue engineering solutions and the like that could help mitigate against concerns. **(see attached) (to note) (For Decision)**
- h) **Village Gateways.** There has been no change in circumstances since the last Council Meeting. It may be appropriate to raise the matter with LHFIG as engineering solutions reflecting Agenda item 8 (g) above. **(For Decision)**
- i) **Proposed Diversion of Footpaths LBUR36 and CHIP28.** The Council has been consulted on a proposed diversion associated with the land off the B4069 East of

Barrow Farm, development PL/2024/05355. The timetable for a response is no later than the 19th November 2024. **(see attached) (For Decision)**

- j) **Wessex Water Community Outreach Sessions.** The Council was advised of drop in sessions to allow customers to talk face to face. A session remains for Monday 18th November 2024 to be held in Chippenham Library. Further dates are planned for 2025 **(see attached) (to note)**
- k) **Neighbourhood Policing 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 was to be held in person at Police HQ, Devizes on Wednesday 20th November 2024. However, this has now been postponed “to allow further consultation with Area Boards and how this meeting links in with them”. **(to note)**
- l) **Flood Wessex-Flood Warden Newsletter – Autumn 2024.** The Council has received the latest Flood Wessex Newsletter. The Newsletter contains important flooding information and support together with Environment Agency News and Events, including Flood Warden Sessions. **(see attached) (to note)**
- m) **Wiltshire Council - Briefing Note 24-19.** The Council has received a Briefing Note in regards to the Substantive Highways Scheme Fund Bid Application Process 2025/26. Applications for competing bids are to be submitted by Friday 13th December 2024. **(see attached)** Members are reminded that a year ago the Council received Briefing Note 23-34 in regards to the 2024/25 Process and the Council agreed that as this was likely to be a yearly invitation the Council use the interim period (from January 2024) to consider proposals in readiness to submit. The matter has appeared on all Council Agendas since. Pursuant to Minute 029/24 (i), the Council has agreed to submit a Substantive Highways Scheme Fund Bid as part of the Application Process 2025/26 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) (For Decision)**
- n) **Wiltshire and Swindon Prepared - Local Resilience Forum (LRF) - Emergency Contact Hubs.** The Council has received previous communications requesting that the Parish Emergency Coordinator register with the Local Resilience Forum (LRF). The Council will recall that a LRF event was held in August 2023 at Tidworth. The Council also received an invitation to sign up to the Emergency Contact Hubs scheme. The LRF is renewing contact to promote and enhance “community building” that focuses on whole societal resilience and puts the community at the centre of local emergency response, not just flooding but also other events that might impact such as adverse weather and power outages. They wish to grow the network across the Wiltshire and Swindon footprint to ensure neighbouring communities are connecting with each other. Representatives of the LRF will be attending the next Parish Forum on the 27th November 2024. In the meantime the Council should review their own emergency planning situation to ensure it is fit for purpose. Previous information the Council has received from LRF is attached as a reminder. **(see attached) (to note) (For Decision)**
- o) **Winter Preparations 2024-2025.** The Council was advised that Wiltshire Council were 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 19th September 2024. Pursuant to Minute 39/24 (r), to consider any actions required. **(see attached) (For Decision)**
- p) **Discretionary Gully Service.** The Council had been reminded that the discretionary gully crew would visit the Parish and details and Gully Worksheet had been provided. Pursuant to Minute 39/24 (s), to consider any actions required. **(see attached) (For Decision)**
- q) **Remote Meetings - Consultation.** Notification has been received that the Government is consulting on allowing Councils to hold remote Council Meetings. Members will recall that as an emergency measure during the Covid-19 pandemic authority was given for

Council's to meet remotely to allow business to continue. The Parish Council took advantage of this. Despite a National campaign to retain the measure, should Council's wish to do so, the previous Government rescinded the powers in May 2021. The new Government is committed to allowing Councils to hold remote Council Meetings and has published a consultation paper. NALC will be responding and encourages all Parish and Town Councils, County Associations, individual Councillors and Clerks to participate in the essential consultation. This will continue to demonstrate the strong support for the flexibility to hold remote meetings, building on the momentum from the previous call for evidence. The Consultation closes on the 19th December 2024. The link to the consultation paper is <https://consult.communities.gov.uk/local-government-standards-and-conduct/remote-attendance-and-proxy-voting/consultation/subpage.2024-10-22.4587630148/>

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.

i) Wiltshire Council will require the Parish Council to submit their Precept Requirement for year 2025/2026 within their set timescale. (20th January 2025) Because the Parish Council meets on the 20th January 2025 they will just be able to comply with the timescale. The Parish Council will therefore consider their budget and Precept requirement at the next Council Meeting. Wiltshire Council has provided the 25/26 Band D Tax Base which is 181.13 compared to last year's 181.26, which is very little difference. A copy of budget assumptions will be prepared and circulated and Members should inform the Clerk of any suggestions for increasing or decreasing spending to be included. **(to note)**

ii) Parish Council Elections – 1st May 2025. The Council will meet next on the 20th January 2025. After that date, unless the Council calls any Extraordinary Council Meetings, this will mean that there will be only one remaining Full Council Meeting. This is scheduled for the 17th March 2025 (7.00pm). The Annual Parish Meeting is scheduled for the 14th April 2025 at 7.30pm. **(to note)**

10. DATE OF NEXT MEETING:

The next Council Meeting is scheduled for **Monday 20th January 2025 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 Attached is a copy of the CIL Accounts that have been submitted to Wiltshire Council for accounting year end 31.03.24. It not only shows that year but also for completeness shows the CIL income and expenditure since the first CIL income received in April 2019. **(see attached) (to note)**
- c) CIL Panel Decision/s. To consider and determine any applications received for CIL Grants
 - i) St Peter's Church, Langley Burrell. Provision of accessible WC. **(see attached) (For Decision)**