

# LANGLEY BURRELL WITHOUT PARISH COUNCIL

www.langleyburrellparishcouncil.gov.uk

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Clerk of the Council

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3 Wardour Road  
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12<sup>th</sup> March 2025

Dear Councillor,

You are summoned to a **Meeting of the Langley Burrell Without Parish Council**, to be held on **Monday 17<sup>th</sup> March 2025** 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.**

**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 20<sup>th</sup> January 2025. **(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/2024/05355 – 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 **(see online) (For Decision)**

\* The Council considered this application on the 15<sup>th</sup> July 2024. (Minute 025/24 (c) refers) They also received a presentation from the developer on the 18<sup>th</sup> November 2024 and submitted further comments. Wiltshire Council has advised that amended plans and additional information has been submitted and the Council is asked if they wish to submit any further comments.

- 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)**

\* The Council considered this application on the 18<sup>th</sup> November 2024. (Minute 045/24 (b) refers) Wiltshire Council has advised that amended plans and additional information has been submitted and the Council is asked if they wish to submit any further comments.

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/2024/05355 – 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**

- f) 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**
- g) 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 **No decision yet from Wiltshire Council**
- h) 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 **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)**

Idverde Ltd. Bin emptying contract period 02	Inv 10934658	25.02.25	£ 327.60
LB Village Hall. Hire of Meeting Room 20 <sup>th</sup> January 2025.	Inv 1052	07.01.25	£ 35.00
Mr V A Vines. Salary inc PAYE Year End 31.03.25			£ 4,395.04
Mr V A Vines. Expenses & Costs, etc. Year End 31.03.25			£ 1,096.80

- 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.

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

- d) Bank Account balance Lloyds Bank CIL Account. A/c No 73537468 **(to note)**

28<sup>th</sup> February 2025 £ 50.86

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

30<sup>th</sup> September 2024 £ 170,975.75

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

28<sup>th</sup> February 2025 £ 156,714.59

- 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. A Calendar of Parish Steward visits for 2025 has yet to be received. Parish Steward Scheme Scope of Works has been received. **(see attached) (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) B4069 Joint Cycleway/Footpath. Pursuant to Minute 057/24 (f). To receive any updates. **(to note) (For Decision)**

## 7. STANDING ITEMS:

- a) Parish/Community Website/Newsletters/Social Media – To raise general issues and to receive any updates, including further 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. **(to note)**
- e) Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum. The Area Board met on Monday 3<sup>rd</sup> March 2025 in the Wiltshire & Swindon History Centre. To receive any updates. The next is scheduled for the 2<sup>nd</sup> June 2025. The Parish Forum met on Wednesday 26<sup>th</sup> February 2025 in Christian Malford Village Hall. The Guest Speaker was the Wiltshire Chief Constable. The date of the next Forum Meeting is scheduled for Wednesday 25<sup>th</sup> June 2025 at 7.00pm in Kington Langley Village Hall. **(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: Pursuant to Minute 058/24 (n). To raise general issues and to receive any updates. **(to note) (For Decision)**
- 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 9<sup>th</sup> January 2025. The Note Tracker has been received and previously circulated. To consider any actions required. The next is scheduled for 22<sup>nd</sup> April 2025 at 10.00am in Committee Room D, Monkton Park. The Note Tracker for this Meeting will be circulated in due course. **(to note) (For Decision)**
- d) **Wiltshire Operational Flood Group North.** The Flood Group last met on the 16<sup>th</sup> January 2025. There are no Minutes from the Meeting available yet. The date of the next Meeting is Thursday 20<sup>th</sup> March 2025 10.00am to 12.00pm by TEAMS. The Agenda and joining link has been circulated. **(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.** Pursuant to Minute 059/24 (g). To receive any updates. **(to note)**
- h) **Village Gateways.** Pursuant to Minute 059/24 (h). To receive any updates. **(to note)**
- i) **Light Pollution in the Night Sky.** Pursuant to Minute 059/24 (i). To receive any updates. **(to note)**
- j) **Wiltshire and Swindon Prepared - Local Resilience Forum (LRF) - Emergency Contact Hubs.** Minute 059/24 (j) refers). To receive any updates. **(to note) (For Decision)**
- k) **CPRE Wiltshire Best Kept Village Competition 2025.** The Council has received an invitation to enter this year's Best Kept Village Competition. Closing date for entries is 17<sup>th</sup> April 2025. The Council has been disinclined to enter previously and to seek community views the invitation can be considered at the Annual Parish Meeting. **(see attached) (to note)**
- l) **Parish Council Elections – 1<sup>st</sup> May 2025.** The Wiltshire Society of Local Council Clerks has recently received a presentation from the Wiltshire Council Elections Team regarding the forthcoming Elections in May 2025 that will include 2118 Town and Parish Council seats. The Elections Act 2022 brings in some changes for the Elections this time and Clerks have been asked to suggest candidates attend the online webinar and read Election packs in full, even if they have been through the process several times before. Nomination forms will be accepted at three hubs – Chippenham, Trowbridge and Salisbury. Attached is a copy of the presentation that might be of assistance. **(see attached)**
- m) **Wiltshire Council Planning Town and Parish Forum.** The Council was advised that the next session was to be held on Wednesday 5<sup>th</sup> March 2025 – 6.00pm to 8.00pm. This was an online event and Wiltshire Council were encouraging a high attendance. The session included a general update about the planning service at Wiltshire Council, discussions on the Local Plan, national planning policy updates, conservation and design, and the planning process including appeals and how we can all work together. To book for the session it was necessary to email [Janine.mead@wiltshire.gov.uk](mailto:Janine.mead@wiltshire.gov.uk) who would send a TEAMS invitation link. Members were circulated with these details. **(to note)**
- n) **Parish Council Elections – WALC Online Session – 5<sup>th</sup> March 2025.** The Wiltshire Association of Local Councils had put together an online session for prospective candidates. Members were circulated with these details. **(to note)**

- o) **Lime Down Solar Park – Statutory Consultation.** Council's has received notification from Lime Down Solar Park Limited that a Statutory Consultation, under Section 42 of the Town & Country Planning Act 2008 was commencing on the 29<sup>th</sup> January 2025 and ending on the 19<sup>th</sup> March 2025. . **(see attached) (For Decision)**
- p) **Wiltshire Council – Briefing Note 25-01.** The Council has received a Briefing Note in regards to the Electronic Refuse Collection Vehicle (eRCV) trial. **(see attached) (to note)**
- q) **Flood Warden Newsletter – Winter 2024-25 (Jan 25).** The Council has received the latest Environment Agenda Flood Wardens Newsletter. **(see attached) (to note)**
- r) **Wiltshire Council – Briefing Note 25-02.** The Council has received a Briefing Note in regards to the Management of Council Business and Publicity during the pre-election period. **(see attached) (to note)**
- s) **Citizens Advice Wiltshire.** The Council has received a request to consider a financial donation towards the service costs. The Council has previously provided assistance to this Charity. To consider the request. **(see attached) (For Decision)**
- t) **Wiltshire Council – Briefing Note 25-03.** The Council has received a Briefing Note in regards to the Local Nature Recovery Strategy (LNRS) update. **(see attached) (to note)**

**9. ANNUAL PARISH MEETING 2025:** The Annual Parish Meeting is scheduled for Monday 14<sup>th</sup> April 2025 at 7.30pm. There is a legal requirement to hold an Annual Parish Meeting between 1<sup>st</sup> March and 1<sup>st</sup> June each year. The Council will wish to gain maximum publicity **(to note)**

There needs to be a legal framework to the Meeting and the legal requirements met, to include a Parish Council Annual Report, usually via a Council Chairman's Report and Budget 2025-2026 information. The opportunity should also be given for Reports from Parish Council Sub-Groups or Committees, Local Organisations, such as Langley Burrell Resident's Association, Langley Burrell Cricket Club, Langley Burrell Village Hall Trustees, St Peter's and St Giles Churches and also an Annual Report from the Wiltshire Council Member. The remainder of the Agenda can be flexible and is in the hands of Parishioners in attendance.

In this instance this will be the last Annual Parish Meeting before the Parish Council Elections to be held on the 1<sup>st</sup> May 2025. In fact the closing date for nominations is Wednesday 2<sup>nd</sup> April 2025 and those standing for election will be known and whether the Election will be contested or non-contested. If the former then as the date is within the purdah period then the Annual Meeting cannot be used for electioneering purposes.

In previous years as a starting point the Council has suggested some Agenda items that might be appropriate:

- a. The Heritage & Kilvert's Trails
- b. Neighbourhood Plan Review – Progress Report
- c. Keep Britain Tidy – Great British Spring Clean (Litter Pick)
- d. Defibrillator Project – S W Ambulance Trust Training Session
- e. Community Safety/Neighbourhood Watch/Emergency Plan (including Flood Plan)
- f. Traffic Speeds – the provision of Autospeedwatch Tools/SIDs etc - update
- g. Recreation Ground Facilities
- h. Rights of Way – Footpath maintenance – Community Warden
- i. CPRE Best Kept Village Competition 2025
- j. Parish Council Database

**10. 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.

## 11. DATE OF NEXT MEETING:

The Annual Council Meeting to be followed by the next Council Meeting is scheduled for **Wednesday 7<sup>th</sup> May 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 **(to note)**
- c) CIL Panel Decision/s. To consider and determine any applications received for CIL Grants