

# LANGLEY BURRELL WITHOUT PARISH COUNCIL

www.langleyburrellparishcouncil.gov.uk

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Clerk of the Council

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1<sup>st</sup> May 2025

Dear Councillor,

You are summoned to a **Meeting of the Langley Burrell Without Parish Council**, to be held on **Wednesday 7<sup>th</sup> May 2025** commencing at **7.15pm (or on the closure of the Annual Council Meeting)** 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 17<sup>th</sup> March 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/2025/02754 – Householder Planning Permission  
Rear Infill Extension  
Thornhill Farm, Sutton Lane, Langley Burrell, Chippenham SN15 4LW  
For Mr Marcus Smith **(see online) (For Ratification)**

\* The timescale for a consultation response expired before this Council Meeting. From comments made by Council Members it indicated that there were no objections to the proposal and a consultation response to Wiltshire Council was made accordingly.

- b) PL/2025/03062 – Householder Planning Permission  
Proposed Alterations & Extensions to Side and Rear of Property (Demolish Attached Side Extension)  
2 MMB Cottages, Malmesbury Road, Kington Langley, Chippenham SN15 5QA  
For Mr & Mrs M Scarsbrook **(see online) (For Ratification)**

\* The timescale for a consultation response expired before this Council Meeting. From comments made by Council Members it indicated that there were no objections to the proposal and a consultation response to Wiltshire Council was made accordingly.

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)**

LB Village Hall. Hire of Meeting Room 17.03.25. Inv 1080	07.03.25	£	35.00
WALC/NALC. Subscription Fees 25/26 Inv WALC-0558	01.04.25	£	187.70
WALC. Training Course costs Inv WALC-0717	26.03.25	£	36.00
Idverde Ltd. Bin emptying contract period 03 Inv 10938121	04.04.25	£	327.60
Idverde Ltd. Bin emptying contract period 04 Inv 10938980	22.04.25	£	327.60
LB Village Hall. Hire of Meeting Room 14.04.25 and 07.05.25. Inv 1098	17.04.25	£	70.00
Louise Ryland-Epton. History of Langley Burrell & Kellaways. Inv 09	28.04.25	£	1,000.00
Place Studio Ltd. Neighbourhood Plan assistance. Inv 035	19.03.25	£	1,881.00
Community First. Subscription renewal 25/26		£	40.00
Langley Burrell Village Hall. Maintenance Grant Tranche 1.		£	500.00

- b) To note any payments made since the last Council Meeting. **(see attached) (to note)**

T H White Installations Ltd. CCTV Village Hall maintenance Inv 506396	31.01.25	£	114.44
Information Commissioner. GDPR Regulation Renewal 25/26	23.04.25	£	52.00
DL Windows. Village Hall entrance doors Inv 44641. Balance of contract	01.04.25	£	2,134.00
Place Studio Ltd. Neighbourhood Plan assistance. Inv 035	19.03.25	£	1,881.00

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

Wiltshire Council. BACs. Precept 25/26 Tranche 1. 17.04.25 £ 9,662.00

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

10<sup>th</sup> March 2025 £ 50.90

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

28<sup>th</sup> March 2025 £ 170,971.50

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

2<sup>nd</sup> April 2025 £ 146,807.29

- 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 been received. Dates are 12<sup>th</sup> June, 14<sup>th</sup> July, 11<sup>th</sup> September, 14<sup>th</sup> October, 13<sup>th</sup> November and 9<sup>th</sup> December 2025. **(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. The Council has received an evaluation of the Maud Heaths Way Project for information. **(see attached) (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. 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 consideration of a Spring/Summer Community Newsletter. There is a need to provide updated Council Members contact information on the Council's website now the new Council is confirmed **(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 Notes from the Meeting are attached. 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. **(see attached) (to note)**
- f) Langley Burrell Without Neighbourhood Plan – To raise issues and to receive any updates. The Council has received for comment a copy of the Draft Neighbourhood Plan update and a Summary of Changes. Both are circulated and will be confidential items in the Part 2 Agenda. **(to note)**
- 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. The Council has been reminded by Wiltshire Council that they should have an up to date Community Emergency/Flood Plan. Having an adopted and registered Emergency Plan will not stop emergencies occurring, but actions within the Plan by the community, may help reduce the impact. The Council will be aware of the potential assistance available from the Wiltshire and

- Swindon Prepared Local Resilience Forum (LRF) and also the requirement for Emergency Contact Hubs, such as the Village Hall, the Church/s and the Public House. **(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 was scheduled for 22<sup>nd</sup> April 2025; the Note Tracker was circulated, but was postponed as this was within the Election period. A new date has yet to be advised. **(see attached) (to note) (For Decision)**
- d) **Wiltshire Operational Flood Group North.** The Flood Group last met on the 20<sup>th</sup> March 2025. There are no Minutes from the Meeting available yet. The date of the next Meeting has yet to be advised. **(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. Promotion of the database in the next Newsletter could increase distribution numbers. **(to note) (For Decision)**
- g) **Community Speedwatch Team, Autospeedwatch, SIDs, etc.** To receive any updates. **(to note)**
- h) **Village Gateways.** To receive any updates. **(to note)**
- i) **Light Pollution in the Night Sky.** To receive any updates. **(to note)**
- j) **Wiltshire and Swindon Prepared - Local Resilience Forum (LRF) - Emergency Contact Hubs.** To receive any updates. **(to note) (For Decision)**
- k) **Parish Council Elections – 1<sup>st</sup> May 2025.** Following the close of nominations for the Parish Council Elections the Election was uncontested as there were 3 candidates recorded to fill the 5 Council Seats. This means that the Council would be quorate after the 6<sup>th</sup> May 2025, when the existing Council Members stand down and the new Council takes over. It is important to note that all Councillors cannot take decisions until they sign their Declaration of Office prior to the Annual Council Meeting scheduled for Wednesday 7<sup>th</sup> May 2025. As the new Council has been given authority to co-opt 2 eligible persons to fill the Member Vacancies an item will appear on the Annual Council Meeting Agenda for the Council to agree how they wish to carry out the co-option procedure and whether they will wish to advertise the Vacancy etc. **(to note)**
- l) **Flood Warden Newsletter – Spring 2025.** The Council has received the latest Wessex Water/Environment Agency Flood Wardens Newsletter. **(see attached) (to note)**
- m) **Wiltshire Council – Improving the Rights of Way Network at a Local Level.** The Council has received details of how Parish Councils can contribute to the maintenance

and improvements to paths within their Parish boundaries. Several letter templates have been provided. **(see attached) (to note) (For Decision)**

- n) **Wiltshire Council and Wiltshire Climate Alliance.** The Council has received notification and information relating to a Climate and Environment Summit to be held at County Hall, Trowbridge on the 20<sup>th</sup> and 21<sup>st</sup> June 2025. **(see attached) (to note)**

**9. ANNUAL PARISH MEETING 2025:** The Annual Parish Meeting was held on Monday 14<sup>th</sup> April 2025. Minutes will be produced in due course. To receive any reports and updates. **(to note)**

**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 next Council Meeting is scheduled for **Monday 21<sup>st</sup> July 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
- c) CIL Panel Decision/s. To consider and determine any applications received for CIL Grants
- d) Langley Burrell Without Neighbourhood Plan. The Council is requested to consider and comment on the Draft Plan prior to the Regulation 14 Stage. **(see attached) (For Decision)**