

LANGLEY BURRELL WITHOUT PARISH COUNCIL

www.langleyburrellparishcouncil.gov.uk

Vivian A Vines MBE SLCC
Clerk of the Council

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3 Wardour Road
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SN14 0PA

15th July 2025

Dear Councillor,

You are summoned to a **Meeting of the Langley Burrell Without Parish Council**, to be held on **Monday 21st July 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)

PRESENTATION: The Council is funding the forthcoming publication of the “Langley Burrell and Kellaways A History” book, researched and written by Louise Ryland-Epton. The process has reached a late stage when consideration has to be given to organising a local book launch event, where the book will be stocked and sold locally, where the Council can recoup its costs and other means. Louise will be in attendance to provide an update and discuss and agree the future arrangements. It is intended that the book will have a dedication to the memory of Robert Whitrow. The book cover has been created from a painting by local Bremhill artist John Harris. **(see attached)**

- 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
 - i) Annual Council Meeting held 7th May 2025. **(see attached Draft Minutes) (For Decision)**
 - ii) Council Meeting held 7th May 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/2025/04853 – Notification of proposed works to trees in a conservation area
Proposal T1 – Beech Tree works, T2 – Oak Tree works, T3 – Salix removal, T4 – Sorbus removal, T5 – Birch reduction, T6 – Salix reduction
Orchard House, The Common, Langley Burrell, Chippenham SN15 4LQ
For Davidson

* 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. The application has been approved by Wiltshire Council on the 7th July 2025. **(to note)**

- b) PL/2025/05155 – Full planning permission
Construct a single storey building for the purpose of use as a fitting bay for golf clubs, includes a concrete floor
Chippenham Golf Club, Malmesbury Road, Chippenham SN15 5LY
For Mr Mike Goodwin **(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 **Appeal dismissed 30th May 2025**

* The Appeal was submitted by the applicant against the failure of Wiltshire Council to make a decision on the application within the prescribed period. **(see attached)**

- 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**
- i) PL/2025/02754 – Householder Planning Permission
Rear Infill Extension
Thornhill Farm, Sutton Lane, Langley Burrell, Chippenham SN15 4LW
For Mr Marcus Smith **Approved with Conditions 2nd May 2025**
- j) PL/2025/02406 – Prior Notification – Excavation of Waste
Slurry Storage Lagoon
Manor Farm, Langley Burrell, Chippenham SN15 4LL
For J D Spencer & Sons **Refused 2nd May 2025**
- k) 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 **Approved with Conditions 18th June 2025**
- l) PL/2025/04853 – Notification of proposed works to trees in a conservation area
Proposal T1 – Beech Tree works, T2 – Oak Tree works, T3 – Salix removal, T4 – Sorbus removal, T5 – Birch reduction, T6 – Salix reduction
Orchard House, The Common, Langley Burrell, Chippenham SN15 4LQ
For Davidson **Approved 7th July 2025**
- k) Lime Down Solar Park – Statutory Consultation. The Council has previously commented on the proposals at each consultation stage. The Council has now received notification from Island Green Power/Lime Down Solar Park Limited that a Targeted Consultation was commencing on the 3rd June 2025 and ending on the 11th July 2025. The Consultation covers the refinement of previous plans and the cable route search corridor and these can be viewed at various locations and online. It is suggested that feedback will help to finalise the application for development consent likely to be submitted to the Planning Inspectorate later this year. Subject to obtaining consent, the earliest construction start would be in 2027. The Council may wish to consider the updated proposals and submit further comments. **(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)**

Idverde Ltd. Bin emptying contract period 05	Inv 10942094	29.05.25	£ 327.60
Black Nova Designs. Website hosting 25/26		06.07.25	£ 112.80

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

Groundwork UK. Neighbourhood Plan Grant refunded	14.05.25	£ 398.00
Clear Insurance. Insurance Renewal 25/26	19.05.25	£ 792.57

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

Groundwork UK. Neighbourhood Plan grant refund. BACs.	20.06.25	£ 26.50
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- d) Bank Account balance Lloyds Bank CIL Account. A/c No 73537468 **(to note)**

30th June 2025 £ 51.00

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

30th June 2025 £ 180,620.75

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

2nd July 2025 £ 138,710.62

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

- h) Annual Governance and Accountability Return Year Ending 31st March 2025

The Council last year (2023/2024) 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 31st 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. A similar situation occurs for Year ending 31st March 2025 and the Parish Council cannot apply for Exemption.

The Council's income is below the threshold totaling £20,632.51 reflecting the Precept receipt of £16,379.00, £4,253.00 Groundworks UK Neighbourhood Plan Grant and £0.51 bank interest. This year there were no CIL receipts. The Parish Council spending exceeds the threshold at £75,410.05, of which Council revenue spending from the Precept is £16,470.75, almost on budget, and the remainder is £58,939.50 CIL spending.

The Parish Council needs to complete the Annual Governance process, submit to PKF Littlejohn LLP and publish on the Parish Council website in the required timescales to comply with the Period for Public Rights of Inspection. The Annual Return Part 3 documents need to be completed and signed where appropriate by the Clerk and the Chairman.

The Annual Internal Audit Report (Page 3) is completed by the Internal Auditor. The Council needs to approve the Section 1 Annual Governance Statement (Page 4) by answering Yes in the 8 tick boxes. Question 9 is N/A. The Section 2 Accounting Statement (Page 5) is completed and signed by the Clerk and Chairman. **(see attached) (For Decision)**

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 14th July, 11th September, 14th October, 13th November and 9th 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. **(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) Salt Bins. To receive any updates. **(to note)**
 - ii) Dog and Litter Bins. To receive any updates. **(to note)**
 - iii) 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 the Summer Community Newsletter. There is still a need to provide updated Council Members contact information on the Council's website now the new Council is in place. In addition Members might wish to consider if they wish to retain their gov.uk email address or have emails diverted to their private address. **(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 2nd June 2025 at 7.00pm in the Wiltshire History Centre, Chippenham. To receive any updates. The Draft Minutes have been published online. The next is scheduled for the 15th September 2025 at the same venue. Further dates are scheduled for the 10th November 2025 and 9th February 2026. The Parish Forum met on Wednesday 25th June 2025 at 7.00pm in Kington Langley Village Hall. The Guest Speakers were from the Wiltshire Police Neighbourhood Team and Emily Malcolm of Yesterday's Story CIC who explored how local Parishes could be involved in a new Chippenham Heritage Project. To receive any updates. The next Forum Meeting is scheduled for Wednesday 24th September 2025 at a venue to be agreed. **(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, etc together with draft Reg 14 documents. This will be a confidential Part 2 Agenda item. **(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. Pursuant to Minute 018/25 (n). The Council was reminded by Wiltshire Council that they should have an up to date Community Emergency/Flood Plan. **(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 9th June 2025. The Note Tracker/Agenda was received and circulated. To receive updates. The date of the next LHFIG Meeting is the 16th October 2025 at 10.00am to be held in Committee Room A, Monkton Park Council Offices. The Note Tracker will be provided when available. **(to note) (For Decision)**
- d) **Wiltshire Operational Flood Group North.** The Flood Group last met on the 29th May 2025 10.00-12.30 as a Hybrid Meeting. (Council Chamber Monkton Park/Teams). There are no Minutes from the Meeting available yet. The date of the next Meeting is the 24th July 2025 and the Agenda and joining details have 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. 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. The Council is unable to form a CTeam until a highway survey is carried out. In the meantime the Council has been advised of a special offer from EVOLIS ElanCity. **(see attached) (For Decision)**
- h) **Village Gateways.** There has been no change in circumstances since the Council last met. **(to note)**
- i) **Traffic Speeds – Pet deaths.** A Parishioner has written to the Council in regards to the death of a second domestic cat killed on The Common highway. Evidently, there have been eight deaths in the last four years. The question is raised as to when we are going to be able to start doing something about the incessant speeding through the village as it has been noticed that when driving through Somerset, Dorset and parts of Wiltshire the speed limit in villages is nearly always 20 mph. The Parishioner also asked if it was allowed to put up a sign asking people to slow down because of our pets. **(to note) (For Decision)**
- j) **Light Pollution in the Night Sky.** There has been no change in circumstances since the Council last met. **(to note)**
- k) **Wiltshire Flood Wardens Newsletter.** The Council received the first edition that provided links to updated flood risk maps, a reminder that Emergency/Flood Plans should be up to date, dates for Flood Warden Training Days and a Rural Runoff Project. The Council should take note of the issues raised. **(see attached) (to note) (For Decision)**
- l) **Road/Street Naming.** The Council has previously suggested names for streets within new developments in the Parish. Barratt Homes, the developer of Barrow Farm (known as Barrow Grange) has commenced the street naming procedure and has asked the Council to suggest names for a minimum of 13 streets, ideally 16 names. There are issues of naming streets after both living and deceased persons. The latest information suggests that there will be 6 No Closes, 1 No Crescent, 3 No Roads and 3 No Streets. **(see attached) (For Decision)**
- m) **OPPC Road Safety Conference – Friday 4th July 2025.** The Council was notified by the Police and Commissioner that an “improving road safety” conference was to be held on Friday 4th July 2025 at Tidworth Garrison Theatre 10am to 4pm. One representative, from each Parish Council, was invited and from Community Speedwatch teams across

the Force area. The event was cancelled. A survey is now being carried out on future arrangements. **(see attached) (to note) (For Decision)**

- n) **Wiltshire Council Briefing Note 25-04.** The Council has received a Briefing Note in regards to the Wiltshire's Housing Land Supply Statement. **(see attached) (to note)**
- o) **Wiltshire Council Briefing Note 25-05.** The Council has received a Briefing Note in regards to the Wiltshire Community Air Network. **(see attached) (to note)**
- p) **Flood Wardens Newsletter.** The Council has received the July 25 edition of the Environment Agency Flood Wardens Newsletter. **(see attached) (to note)**
- q) **Wiltshire Council Briefing Note 25-06.** The Council has received a Briefing Note in regards to the Launch of the fourth Solar Together Scheme for Wiltshire and Swindon. **(see attached) (to note)**

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 15th September 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)**