

# **LANGLEY BURRELL WITHOUT PARISH COUNCIL**

## **DRAFT MINUTES**

**Council Meeting**  
**held at 7.00pm**  
**in The Maud Heath Room, Langley Burrell Village Hall, Langley Burrell.**

**17<sup>th</sup> November 2025**

Present: Cllr Julie Hoskins (Chairman), Cllr R Colthorpe, Cllr K Eaves and Cllr Katerina Johnstone (Vice Chairman).

Also Present: Wiltshire Cllr H Greenman. Three members of the public (Dana Hill, Jon Mason and Richard Hathaway) and Mr V A Vines MBE Clerk of the Council.

**NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972**

### **PUBLIC QUESTION TIME**

There were no Questions raised.

### **REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES**

Wiltshire Cllr H Greenman reminded the Council that the Chippenham Community Area Parish Forum would meet on Wednesday 26<sup>th</sup> November 2025 at 7.00pm in the St Mary Magdalene Church, Hullavington when a representative of SSEN would be the Guest Speaker. He was pleased to say that he had been successful in securing a senior Wiltshire Planning Officer for the next Forum Meeting. He advised that the County Housing requirements had increased significantly with a potential for an additional 10,500 site allocations required. This was resulting in an increase in developer led proposals particularly in the north of the County. He reminded all that there may well be limited opportunities for planning application call-ins in the future as a result of Government changes to Local Government decision making. Continued decisions made against the advice of Officers and lost on appeal could result in the County being placed in “special measures”. He raised the issue of the latest Gypsies & Travellers Site Allocation Consultation and the call for sites. The Government had widened the definition to include Van dwellers and those requiring permanent status. He felt it important that a comprehensive survey of existing sites should be completed before any consideration was given to providing additional sites.

There were no further Reports.

### **043/25 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from and Cllr D Spencer.

**044/25 DECLARATION(S) OF INTEREST AND DISPENSATIONS - IN ACCORDANCE WITH LANGLEY BURRELL WITHOUT PARISH COUNCIL'S CODE OF CONDUCT AND STANDING ORDERS**

There were no Interests declared.

**045/25 MINUTES** Members had been previously circulated with the Draft Minutes.

The Council received, approved and signed as a true record the Minutes of the Council Meeting held 15<sup>th</sup> September 2025. **Cllr Katerina Johnstone proposed, Cllr R Colthorpe seconded and RESOLVED UNANIMOUSLY**

**046/25 LANGLEY BURRELL VILLAGE HALL STANDING ITEM**

It was normal for the Council to receive a Village Hall update and the Village Hall Trustees wished the Council to be updated on the continuing Recreation Ground lease renewal negotiations. There were a number of differences between the parties that needed to be resolved and the Trustees sought assistance in reaching a settlement that would be acceptable for the duration of the lease. It was felt that some personal intervention was necessary and the Council would assist in achieving this. **(noted)**

**047/25 PLANNING**

**Planning Applications:** There were no planning applications considered. **(noted)**

There were three planning related matters considered.

- a) Wiltshire Gypsies and Travellers Development Plan Document Update (DPD).  
Notification had been received that Wiltshire Council were re-commencing the process following the deferment of a decision and as part of the review they were re-opening their “call for sites” until the 21<sup>st</sup> November 2025 giving the opportunity for landowners to submit sites for assessment and potential allocation in the revised DPD. **The Council agreed that they** were unaware of any suitable sites within the Parish.
- b) Wiltshire Local Plan 2020-2038 Examination – Notification of Stage 2 & 3 Arrangements.

The Council had been advised that in response to the Regulation 19 Consultation the next stages of the Local Plan Examination process would commence with the Stage 2 Hearing sessions from 10.00am on the 11<sup>th</sup> November to 13<sup>th</sup> November 2025 and 2<sup>nd</sup> December to 4<sup>th</sup> December 2025 with Stage 3 Hearings commencing from 10.00am on the 10<sup>th</sup> February to 12<sup>th</sup> February 2026, Tuesday 3<sup>rd</sup> March to 5<sup>th</sup> March 2026 and 17<sup>th</sup> March to 19<sup>th</sup> March 2026. All being held at Emmanuel’s Yard, Church Street, Trowbridge BA14 8RZ. There had been a deadline for written statements of the 20<sup>th</sup> October 2025 for Stage 2 matters and the 21<sup>st</sup> November for Stage 3 matters. The Council had previously submitted representations. **(noted)**

- c) Notice of Acceptance of an application for a Development Consent Order (DCO) by the Planning Inspectorate (on behalf of the Secretary of State) under Section 56 of the Planning Act 2008 – Lime Down Solar Park.

Notification had been received that proposals (EN010168) for Five Solar Array Sites, etc. had been submitted to the Secretary of State on the 19<sup>th</sup> September 2025 and had been accepted for examination on the 17<sup>th</sup> October 2025. Hard copy details could be viewed at Malmesbury, Chippenham, Corsham, Melksham and Yate Libraries. Representations and PINS Registration could be submitted by 23:59pm Friday the 9<sup>th</sup> January 2026. **The Council agreed that** their previous representations should be submitted within the timescale to gain PINS Registration.

**Planning General and Decisions:** The Council received notification and considered other Planning related matters, including updates on any Planning Applications that had not yet been determined.

- a) 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**
- b) 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**
- c) 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) 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**
- e) 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**

- f) The Brambles, The Common – Enforcement Matters. There was no change in circumstances since the last Council Meeting. **(noted)**
- g) 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**
- h) PL/2025/07285 – Prior Notification: Excavation/waste material  
Construction of a Slurry Storage Lagoon  
Manor Farm, Langley Burrell, Chippenham SN15 4LL  
For J D Spencer & Sons **Prior Approval Granted 18<sup>th</sup> September 2025**
- i) PL/2025/07655 – Notification of proposed works to trees in a Conservation Area Ash Tree – Fell  
Village Hall, Langley Burrell, Chippenham SN15 4LL  
For R2 Consulting & Contracting Ltd **No objection 27<sup>th</sup> October 2025**

There were no further planning matters reported.

## 048/25 FINANCE

The Council considered financial matters and received notification of receipts and invoices for payment.

- a) **Payments:** The Council **agreed** the following Payments:  
Idverde Ltd. Bin emptying contract period 09 Inv 10951866 29.09.25 £ 327.60  
Idverde Ltd. Bin emptying contract period 10 Inv 10953287 24.10.25 £ 327.60  
Wiltshire Council. Election Charges. Inv 92051958 14.10.25 £ 220.00  
PKF Littlejohn LLP. AGAR fees year end 31.03.25 Inv SB20252667 £ 426.00
- Cllr Katerina Johnstone proposed, Cllr Julie Hoskins seconded and RESOLVED UNANIMOUSLY**
- b) **Payments made since the last Council Meeting:** The Council **noted** that no payments had been made since the last Council Meeting.
- c) **Receipts:** The Council **noted** that there had been the following receipts since the last Council Meeting.  
Wiltshire Council. Precept 25/26 Tranche 2 25.09.25 £ 9,662.00  
Langley Burrell History Book sales 31.10.25 £ 272.00
- d) **Lloyds Bank CIL Account No 73537468** The Council **noted** the account balance.  
31<sup>st</sup> October 2025 £ 51.12

- e) **Lloyds Bank Treasurers Account No 00222628** The Council **noted** the account balance.

30 <sup>th</sup> October 2025	£ 190,265.75
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- f) **Lloyds Bank Treasurers Account No 78211968** The Council **noted** the account balance.

31 <sup>st</sup> Octoberr2025	£ 126,291.10
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- g) **Lloyds Bank Banking Arrangements** There was no change in circumstances since the last Council Meeting. **(noted)**
- h) **Annual Governance and Accountability Return Year Ending 31<sup>st</sup> March 2025**

Members recalled that on the 21<sup>st</sup> July 2025 they had approved the AGAR Return for submission 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. The Council had been advised that the review was complete and they had confirmed that there are no matters of concern. The Council would need to approve their next AGAR Return for 26/27 at their May 2026 Council Meeting in order to comply with the External Auditors Timescale and requirements. The Notice of Conclusion of Audit had been published on the Council website as required on the 26<sup>th</sup> September 2025. **(noted)**

#### **049/25 HIGHWAY MATTERS**

- a) Parish Stewards Programme/Requirements: general issues for the Local Highway & Streetscene Community Team. There was a need to ensure that the top 5 priorities were continually updated and Wiltshire Highways advised. Cllr D Spencer was the Council Link Member. The Calendar of Parish Steward visits for 2025 indicated that the remaining dates were the 13<sup>th</sup> November and 9<sup>th</sup> December 2025. **(noted)**
- b) Rights of Way: general issues in regards to Public Footpaths and Bridleways within the Parish. There were no issues raised that had not been previously reported. **(noted)**
  - a) Maud Heath's Causeway. Cllr Julie Hoskins reported that there had now been agreement with Wiltshire Council to cover 50% of the remedial works costs in regard to the Arches including paying the whole VAT element of the overall costs. **(noted)**
  - c) Highway & Footpaths Conditions and Maintenance: general issues in regards to Highway Conditions and Maintenance within the Parish.
    - a) Salt Bins. There had been no change in circumstances since the last Council Meeting. **(noted)**
    - b) Dog and Litter Bins. There had been no change in circumstances since the last Council Meeting. **(noted)**

- c) B4069 Joint Cycleway/Footpath. There had been no change in circumstances since the last Council Meeting. **(noted)**
- d) B4069 Extended Speed limit. Pursuant to Minute 38/25 (c) (e). The matter had now been raised through LHFIG and a site visit was being arranged. **(noted)**
- e) Highway Accidents & Various Works. There had been no change in circumstances since the last Council Meeting. **(noted)**
- f) B4069 Signage. Pursuant to Minute 38/25 (c) (f). The matter had now been raised through LHFIG and a site visit was being arranged. **(noted)**
- g) Jacksoms Lane – Speed Limit. Pursuant to Minute 38/25 (c) (g). The matter had now been raised through LHFIG and a site visit was being arranged. **(noted)**

## 050/25 STANDING ITEMS

- a) **Parish/Community Website/Newsletters/Social Media:** There was still a need to provide updated Council Members contact information on the Council's website. Consideration was given to a Pre-Xmas edition of the Parish Newsletter and sufficient material would need to be made available. **(noted)**
- b) **Notice Board/s:** There was no update required. **(noted)**
- c) **Flooding & Drainage:** Pursuant to Minute 029/25 (c). The Council had previously agreed to the provision of 3 No ElanCity solar powered advanced warning signs. The matter had now been raised through LHFIG and a site visit was being arranged. **(noted)**
- d) **Langley Burrell Village Hall:** See Minute 046/25 above. **(noted)**
- e) **Chippenham and Villages Area Board and Chippenham Community Area Parish Forum:** The Area Board had met on the 10<sup>th</sup> November 2025 at 7.00pm in the Wiltshire History Centre, Chippenham. The next was scheduled for the 9<sup>th</sup> February 2026. The Parish Forum had met on Wednesday 24<sup>th</sup> September 2025 in Kington St Michael Village Hall. The Guest Speaker had been from The Bobby Van Trust. A later Agenda item referred to an ANPR camera provision. The next Parish Forum Meeting was scheduled for Wednesday 26<sup>th</sup> November 2025 at 7.00pm in the St Mary Magdalene Church, Hullavington. The Guest Speaker would be from the SSEN (Scottish & Southern Electricity Networks) **(noted)**
- f) **Langley Burrell Neighbourhood Plan:** The Regulation 14 Consultation had commenced on the 13<sup>th</sup> October 2025 and would end on the 1<sup>st</sup> December 2025. All relevant documentation appeared on the Council's website. A copy of the hard copy consultation was circulated. **(noted)**
- f) **Council Insurance:** There was no update required. **(noted)**
- g) **Council Standing Orders & Code of Conduct:** There was no update required. **(noted)**
- h) **Asset Register:** There was no update required at this Council Meeting. **(noted)**

- i) **Risk Assessment:** There was no update on this occasion. **(noted)**
- j) **Health & Safety and Management Register:** There was no update required at this Council Meeting. **(noted)**
- k) **Freedom of Information Act-Publication Scheme:** There was no update required at this Council Meeting. **(noted)**
- l) **Parochial Church Council/s:** There were no updates on this occasion. **(noted)**
- m) **Emergency/Flood Planning:** Pursuant to Minute 030/25 (n). There was no update on this occasion. **(noted)**
- n) **Community Safety/Neighbourhood Watch Scheme:** There was no update at this Council Meeting. **(noted)**
- o) **Community Speedwatch.** Later Minute 051/25 (g) refers. **(noted)**
- p) **Data Protection - GDPR:** There were no updates required. **(noted)**
- q) **Langley Burrell Residents Association (LBRA):** There was no update at this Council Meeting on Association matters. **(noted)**

#### **051/25 CLERKS REPORT**

The following items were received for decision, information, and circulation and for future discussion and matters arising and updates from previous meeting/s.

- a) **Defibrillator Project.** There was no update required. **(noted)**
- b) **CIL Funding.** Council Members deferred consideration of CIL Funding matters until the Part 2 Agenda. **(noted)**
- c) **Chippenham Local Highway and Footpath Group (LHFIG).** The last LHFIG Meeting had been held on the 16<sup>th</sup> October 2025 at 10.00am in Committee Room A, Monkton Park Council Offices. The Note Tracker had been provided. The next LHFIG Meeting was scheduled for the 8<sup>th</sup> January 2026 at 10.00am in the same venue. **(noted)**
- d) **Wiltshire Operational Flood Group North.** The Flood Group had met on the 18<sup>th</sup> September 2025 10.00-12.00 as a Hybrid Meeting. (Council Chamber Monkton Park/Teams). A further Meeting was scheduled for Wednesday 19<sup>th</sup> November 2025, 10.00-12.00. The Agenda, venue and hybrid meeting details had been provided. The date scheduled for the following Flood Group Meeting was the 21<sup>st</sup> January 2026. **(noted)**
- e) **Langley Burrell Heritage Trail Projects.** There had been no change in circumstances since the last Council Meeting. The contractor had a busy workload and would complete the bench installations as soon as possible. **(noted)**
- f) **Parish Council Database.** There had been no change since the Council last met. Promotion in the next Parish Newsletter could increase distribution numbers. **(noted)**

- g) **Community Speedwatch Team, SIDs, etc.** The Council had agreed to purchase and install two ElanCity SIDs as a speed reduction initiative and to record data for further use. The matter had now been raised through LHFIG and a site visit was being arranged. **(noted)**
- h) **Village Gateways.** The matter had now been raised through LHFIG and a site visit was being arranged. **(noted)**
- i) **Light Pollution in the Night Sky.** There had been no change in circumstances since the last Council Meeting. It was noted that an additional light had been installed worsening the situation. The Council would need to make contact with Wavin to find a solution. **(noted)**
- j) **Wiltshire Neighbourhood Watch Association AGM.** The Council had been advised that this would take place on Saturday 18<sup>th</sup> October 2025 at Wiltshire Police HQ, Devizes at 10.00am. Guest Speakers were the Chief Constable, Catherine Roper and Philip Wilkinson, Police & Crime Commissioner. Since then the new Chair of the Association, Rob Greenwood, had written encouraging participation. **(noted)**
- k) **ANPR Camera – Burton.** Parish Forum Members had received a Neighbourhood Policing Team update advising that research showed that many burglary offenders in the rural area were likely to live outside of Wiltshire and that offences in the villages adjacent to the B4049 from the Acton Turville direction through to the A420, including the Allington area suffered badly. There were proposals to install an ANPR camera on the route that could vastly improve detection rates but that this would be subject to funding. It had been suggested that a camera installation would cost around £5k and that with local Parish Council support this could be installed within a short timetable. **The Council considered and agreed** a £250.00 Section 137 Grant towards the project. **Cllr Katerina Johnstone proposed, Cllr Julie Hoskins seconded and RESOLVED UNANIMOUSLY**
- l) **Wiltshire Council Briefing Note 25-07.** The Council had received a Briefing Note in regards to new Bus Stop Infrastructure Funding and Emerging Processes for Requests. The Council confirmed that there was only 1 No Bus Stop within the Parish and that the Bus Shelter was owned by the Parish Council. The Clerk would respond to the survey.
- m) **Wiltshire & Swindon Local Nature Recovery Strategy (LNRS).** From previous reports and consultations the Council was aware of the lengthy process to date and had been advised that the LNRS was now progressing to its adoption and publication process. During October Wiltshire Council considered its adoption, publication and submission to DEFRA. Now adopted the LNRS would enter its delivery stage. **(noted)**
- n) **Wiltshire Council Briefing Note 25-08.** The Council noted receipt of a Briefing Note in regards to the Gypsies and Travellers DPD and a call for sites. **(noted)**
- o) **Wiltshire Council Strategic Planning – Call for Sites.** The Council, further to Minute 047/25 (a) above, had received further information and a call for sites. A response had been required by the 21<sup>st</sup> November 2025.

The Council confirmed that they were unaware of any suitable sites with the Parish.

- p) **Wessex Water – Community Drop-in.** The Council had been advised that Wessex Water were holding sessions to allow customers to come and talk to them about water related issues, including bills. Local sessions had been planned for 16<sup>th</sup> September and 18<sup>th</sup> November 2025 at 10-12am and 1-2pm in Chippenham Library, Market Place, Chippenham. **(noted)**
- q) **“Oaks at 80” Project.** The Great Western Community Forest had launched a project to plant Oak trees to commemorate the end of World War II. The Council was unaware of any public land that could accommodate a full grown Oak tree in the long term. **(noted)**
- r) **Flood Wessex Lunch & Learns Sessions.** The Council had received invitations to future online Sessions planned for the 27<sup>th</sup> November 2025 and the 22<sup>nd</sup> January 2026 and details had been provided. **(noted)**

## **052/25 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING**

- a) Parish Council Budget and Precept Requirement 2026-2027. The Clerk advised that to meet the Wiltshire Council timescale the Council would need to consider their Budget at the next Council Meeting and provide Wiltshire Council with their Precept Requirement for the year. Members would be circulated with Budget consideration details.

There were no further issues raised.

## **053/25 DATE OF NEXT MEETING**

The next Council Meeting was scheduled for **Monday 19<sup>th</sup> January 2026 at 7.00pm** to be held in The Maud Heath Room, Langley Burrell Village Hall, unless otherwise notified. **(noted)**

## **PART 2 AGENDA**

In accordance with Langley Burrell Without Parish Council Standing Orders (Admission of Public and Press to Meetings) it was 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 were excluded for the remainder of the Meeting.

- a) Land ownership issues. The legal process regarding the 25 year Village Hall and land leases continued. **(noted)**
- b) Council CIL Project Funding. There were no issues raised. **(noted)**
- c) CIL Fund applications. There were no applications to consider on this occasion.

Signed:

Date: **19<sup>th</sup> January 2026**