

LANGLEY BURRELL WITHOUT PARISH COUNCIL

www.langleyburrellparishcouncil.gov.uk

Vivian A Vines MBE SLCC
Clerk of the Council

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13th May 2026

Dear Councillor,

You are summoned to a **Meeting of the Langley Burrell Without Parish Council**, to be held on **Monday 18th May 2026** commencing at **7.00pm (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 16th March 2026. **(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)

At the time of Agenda publication there are no Planning Applications to consider **(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/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**
- b) 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**
- c) 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**
- d) 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 **Approved by Wiltshire Council 8th May 2026**
- e) PL/2026/01108 – Listed building consent (Alt/Ext)
Works to Listed Building – Two window replacements and alteration to consented bathroom layout change
Langley Green House, The Common, Langley Burrell, Chippenham SN15 4LL
For Mr and Mrs J Burrell **No decision yet from Wiltshire Council**
- f) The Brambles, The Common – Enforcement Matters. There is no change in circumstances since the last Council Meeting. **(to note)**
- g) Lime Down Solar Park – Update 10th April 2026.

Wiltshire Council has provided an update to Councils who have registered as an Interested Party with the Planning Inspectorate (PINS). **(see attached) (to note)**

Lime Down Solar Park – Planning Inspectorate Rule 8 letter 24th April 2026.

An Examination Procedure letter has been received setting out the updated timetable and procedures including notification of further hearings and accompanied site inspections. This provides the opportunity for the Council to provide input on areas of local concern that may have arisen in written form or at an Open Floor Hearing to be held on the 30th June 2026. **(to note)**

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 Feb -26	Inv 10963886	13.03.26	£ 327.60
Idverde Ltd. Bin emptying contract period March-26	Inv 10965108	26.03.26	£ 327.60
Idverde Ltd. Bin emptying contract period April-26	Inv 10967423	29.04.26	£ 327.60
WALC. Subscription 26/27.	Inv WALC-1149	01.04.26	£ 173.92
Clear Council. Insurance premium 26/27		28.04.26	£ 812.02
Place Studio Ltd. Neighbourhood Plan support.	Inv 081	27.03.26	£ 1,368.00
LB Village Hall. Hire of Meeting Room.	Inv 1279	01.04.26	£ 35.00
Glasdon UK Ltd. 3 x slimline grit bins.	Inv SI935516	13.04.26	£ 788.08
Community First. Subscription 26/27		01.04.26	£ 40.00

- b) To note that the following payments have been made since the last Council Meeting. **(see attached) (to note)**

Broxap Ltd. 3 x litter bins.	Inv 104798	13.04.26	£ 1,147.20
Information Commissioner. Data fees	26/27	05.04.26	£ 52.00
Black Nova Designs. E mail address exchange	26/27 Inv 30958	16.03.26	£ 538.49
Black Nova Designs. E mail data transfer	Inv 30959	16.03.26	£ 120.00
Blacktrac Ltd. Beaconsfield 6ft Land roller.	Inv 10368	21.04.26	£ 1,524.00
FSM Solicitors. Landlords Solicitors costs.		17.03.26	£ 2,100.00
FSM Solicitors. Landlords Solicitors costs.		16.04.26	£ 1,074.00

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

Wiltshire Council. Precept 26/27 tranche 1.	17.04.26	£ 9,662.00
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- d) Bank Account balance Lloyds Bank CIL Account. A/c No 73537468 **(to note)**

30 th April 2026	£ 51.26
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- e) Bank Account balance Lloyds Bank Treasurers Account. A/c No 00222628 **(to note)**

30 th April 2026	£ 268,574.07
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- f) Bank Account balance Lloyds Bank Treasurers Account. A/c No 78211968 **(to note)**

1 st May 2026	£ 89,725.92
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- g) To receive any updates on Lloyds Bank banking arrangements. **(to note)**

- h) Annual Governance and Accountability Return Year Ending 31st March 2026

The Council is required to submit an Annual Return to the External Auditor, PFK Littlejohn LLP who carry out the limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. However, Parish Councils can apply for a Certificate of Exemption from the requirement where their gross income or gross expenditure does not exceed £25,000.00 in the accounting year ending 31st March 2026. The Parish Council exceeds those limits this year and the Parish Council needs to complete the Annual Governance process with both the External Auditor and the Internal Auditor and publish on the Parish Council website within the required timescales. There is a need to publish the Period for Public Rights of Inspection as in previous years.

The Annual Return Part 3 documents are circulated for information and 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 or No in the 10 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. Parish Steward visits are scheduled for 11th June, 14th July, 14th September, 14th October, 12th November and 8th December 2026. The Council has been notified that the service will recommence on the 1st June 2026. The Council needs to continually update the 5 priority requests. **(see attached) (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) Salt Bins. The Council has agreed to install and has now purchased 3 bins. At the last Meeting the Council agreed that they would be sited, either end of the Crossing Lane bridge and at the Village Hall Car Park. The local contractor can meet a Council Representative to confirm positions. **(For Decision)**
 - ii) Dog and Litter Bins. The Council has agreed to install and has now purchased 3 bins. At the last Meeting the Council agreed that a bin would be sited in the area of St Giles Church, another at the Crossing Lane bridge leaving one undetermined. . The local contractor can meet a Council Representative to confirm positions. In regards to emptying there will be a need to ask Idverde Ltd the existing contractor to agree to expand the collection service at additional cost **(For Decision)**
 - iii) B4069 Joint Cycleway/Footpath. To receive any updates. **(to note) (For Decision)**
 - iv) B4069 Extended Speed limit. The matter has been raised through LHFIG Officers and will be discussed at the on-site visit scheduled for the 10th June at 11:00am. . **(to note)**
 - v) Highway Accidents & Various Works. To receive any updates. **(to note)**
 - vi) B4069 Signage. The matter has been raised through LHFIG Officers and will be discussed at the on-site visit scheduled for the 10th June at 11:00am. **(to note)**
 - vii) Jacksoms Lane – Speed Limit. The matter has been raised through LHFIG Officers and will be discussed at the on-site visit scheduled for the 10th June at 11:00am. **(to note)**

7. STANDING ITEMS:

- a) Parish/Community Website/Newsletters/Social Media – To raise general issues and to receive any updates There is still a need to provide updated Council Members contact information on the Council's website. A Spring edition of the Parish Newsletter was produced. To consider a future edition. **(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. The Council has agreed to install 3 No ElanCity solar powered advanced warning signs. The matter has been raised through LHFIG Officers and will be discussed at the on-site visit scheduled for the 10th June at 11:00am. **(to note) (For Decision)**
- d) Langley Burrell Village Hall – To raise general issues and to receive any updates. Progress has been made on the new Lease with the Council paying Solicitors fees as required. **(to note)**
- e) Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum. The Area Board last met on Monday 9th February 2026 in the Wiltshire History Centre, Chippenham. The next is scheduled for the 1st June 2026 in the same venue. The

Parish Forum met on Wednesday 25th March 2026 at 7.00pm in Kington St Michael Village Hall. The Guest Speaker was Simon Smith, Wiltshire Council Senior Planning Officer. The next Parish Forum is scheduled for Wednesday 17th June 2026 at 7.00pm in Sutton Benger Village Hall **(to note)**

- f) Langley Burrell Without Neighbourhood Plan – To raise issues and to receive any updates. On the Regulation 14 Consultation and results of the Housing Needs Survey. **(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. Cllr K Eades has prepared a briefing together with draft proposals. **(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.** The S W Ambulance Trust held a joint training session at the Goss Croft Hall, Upper Seagry on the 14th April 2026 as part of the leasing arrangement. The Council has leased three defibrillators for some years now and the Trust is no longer renewing leases and are gifting the defibrillators to Parishes. It will be necessary for the Council/volunteers to oversee the maintenance and cover costs involved to retain the existing defibrillators. When originally installing the Council was aware that there were/would be gaps in the provision as minimum distance, then given as 200-300 metres, could not be met and it was decided that some provision was better than none, hence the siting at The Bus Shelter, The Village Hall and St Giles Church where the required power supply and overseeing could be achieved. In addition to the Leasing costs there was/is a considerably expense to supply the Bus Shelter with a power source each year. The Council might wish to consider further provision within the Parish and prepare a long-term plan to cover further areas of the Parish, including registering each on "The Circuit". Registration means that emergency callers may be directed to the nearest defibrillator. It has to be said that local people should be well aware of where existing defibrillators are positioned but it would be timely to remind all through a future Newsletter. **(see attached) (For Decision)**
- b) **CIL Funding.** To raise general issues and to receive any updates. **(to note) (For Decision) See also Part 2 Confidential Agenda item**
- c) **Wiltshire Operational Flood Group North.** The Flood Group last met on Wednesday 18th March 2026. The date scheduled for the next Flood Group on Wednesday 20th May 2026. Further Meetings are scheduled for 22nd July, 23rd September and 11th November 2026. **(to note) (For Decision)**
- d) **Chippenham Local Highway and Footpath Group (LHFIG).** The last LHFIG Meeting was held on the 31st March 2026 at 10.00am in Monkton Park Council Offices. The Note Tracker has been provided. The date of the next LHFIG Meeting is the 24th September 2026. A further date is scheduled for the 28th January 2026. The Highway Engineer will visit to discuss local issues on the 10th June 2026 at 11:00am. **(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. Continued promotion of the database in the Newsletters and word of mouth could increase distribution numbers. **(to note) (For Decision)**
- g) **Community Speedwatch Team, Autospeedwatch, SIDs, etc.** To receive any updates. The Council has agreed to install two ElanCity devices. The matter has been raised through LHFIFG Officers and will be discussed further at a site meeting on the 10th June 2026 at 11:00am. **(to note)**
- h) **Village Gateways.** The matter has been raised through LHFIFG Officers and will be discussed further at a site meeting on the 10th June 2026 at 11:00am. **(to note)**
- i) **Wessex Water – Community Drop-in.** The Council has been advised that Wessex Water are holding sessions to allow customers to come and talk to them about water related issues, including bills. Local sessions are planned for Tuesdays 30th June, 25th August, 13th October and 8th December 2026 at 10am-12pm and 1-2pm in Chippenham Library, Market Place, Chippenham. **(to note)**
- j) **Wiltshire Council Briefing Note 26-03.** The Council has received a Briefing Note in regards to the revision of the Service Devolution & Asset Transfer Policy. To allow sufficient time for feedback the informal consultation period is extended to the 1st May 2026. **(see attached) (to note)**
- k) **Wiltshire Council Guidance for Parish and Town Councils on receiving and use of CIL Funds 2026.** The Council has received this year's update. **(see attached) (to note)**
- l) **Wiltshire Council Briefing Note 26-04.** The Council has received a Briefing Note in regards to the Crisis and Resilience Fund 2026 (CRF). The briefing outlines the transition from the Household Support Fund (HSF) to the new (CRF) and the support available to residents etc. **(see attached) (to note)**
- m) **WALC- Environment Network.** The Council will recall the Clerk attended the first meeting of this Network and can now update the Council. Attached is a brief summary and the presentations received. **(see attached) (to note)**
- n) **Section 137 Grant Application.** The LB Village Hall has requested that the Council consider a grant towards the provision of the power supply to the defibrillator situated in the Bus Shelter for year 26/27. The annual agreed figure is £450.00. **(For Decision)**
- o) **Register of Interests.** Council Members are reminded that by Law this should be completed on the Wiltshire Council website within 28 days of being elected/co-opted or when they have any change in circumstances. The Clerk will provide log-in and password details again, should this be required. **(to note)**

9. ANNUAL PARISH MEETING 2026: The Annual Parish Meeting took place on Monday 20th April 2026 at 7.30pm. Notes from the Meeting will be published in due course. To receive any 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 date of the next Council Meeting is scheduled for **Monday 20th July 2026 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.
- c) CIL Panel Decision/s. To consider and determine any applications received for CIL Grants
 - i) The Langley Burrell Village Hall has submitted a request for CIL Funding towards improvements to the Village Hall. **(see attached) (For Decision)**