

LANGLEY BURRELL PARISH COUNCIL

MINUTES OF MEETING 16th January 2017 (DRAFT until approved at subsequent meeting)

Date/Time: 16th January 2017, 7.15 pm at Langley Burrell Village Hall

Present: Councillors Julie Hoskins, Katerina Johnstone, David Mannering, Brian Miflin (Chair), Robert Whitrow

Mr Martin Helps (Clerk).

Mr Robert Woodward (Langley Burrell Residents Association)

Mr Rick Colthorpe (Langley Burrell Residents Association)

Apologies: Howard Greenman (Wiltshire Council)

Item	Details	Action
1.00	DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION	
1.01	There were no declarations of interest or applications for dispensation relating to items on the Agenda	
2.00	MINUTES OF PREVIOUS MEETINGS	
2.01	<p>(a) The Minutes of the Meeting of the Parish Council held on 21st November 2016 had been circulated and the following amendments proposed by David Mannering:-</p> <ul style="list-style-type: none">- Minute 3.01 (boundary review). Action assigned to Howard Greenman- Minute 4.02 (i) to read, "the limitations placed on the size of the development unless/until a link road is constructed between the B4069 and <u>the Malmesbury Road roundabout</u>.- Minute 5.04 (tree planting, Wavin Plastics). Action assigned to Howard Greenman- Minute 6.04 (planning enforcement, Sutton Lane). Action assigned to Wiltshire Council- Minute 9.01 (Bin, Crossing Lane). Action assigned to the Clerk <p>With the above alterations, the Minutes were unanimously agreed and signed accordingly (Prop. RW, sec. KJ)</p> <p>(b) The Minutes of the Extraordinary Meeting of the Parish Council held on 12th December 2016 had been circulated and the following amendments proposed by David Mannering:-</p> <ul style="list-style-type: none">- Minute 3.00 (Rawlings Green) (2nd para.) to read, "David Mannering therefore sought (and gained) the Parish Council's approval to speak on its behalf at the forthcoming SPC meeting, particularly in support of the retention of the country park within the proposed development and retaining a limitation on the size of the development unless/until a link road between the B4069 and <u>the Malmesbury Road roundabout</u> is constructed. <p>With the above alterations, the Minutes were unanimously agreed and signed accordingly (Prop. RW, sec. JH)</p>	

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2.02	<p>The Parish Council also agreed the establishment of the following:-</p> <ul style="list-style-type: none"> (i) an “Actions Log” which he should keep regularly updated, and the Parish Council review from time to time; and (ii) draft performance standards for the Clerk for the Parish Council to discuss and agree at its next meeting 																
3.00	WILTSHIRE COUNCIL REPORT - None.																
4.00	STRATEGIC PLANNING																
4.01	<p><u>Neighbourhood Plan Update</u></p> <p>David Mannering reported that the draft Neighbourhood Plan, as revised and approved by the Parish Council at its Extraordinary Meeting on 12th December 2016, had been duly submitted to Wiltshire Council on 22nd December.</p> <p>The Clerk confirmed this had been acknowledged by Wiltshire Council, who were currently carrying out validation that the plan met statutory requirements.</p> <p>The Parish Council agreed that progress on the adoption of the Neighbourhood Plan needed to be monitored on a weekly basis</p>	EMH															
5.00	PLANNING																
5.01	<p><u>Applications Received since the last Meeting</u></p> <p><u>16/11291/LBC – Langley Green House -Proposed entrance to cellar, wall and roof structure</u></p> <p>The Clerk provided background information to the application. Following discussion, the Parish Council resolved to raise no objection to the granting of listed building consent. Clerk to respond accordingly</p>	EMH															
5.02	<p><u>Schedules Received since the last meeting</u></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 25%;">Application Ref</th> <th style="width: 40%;">Address</th> <th style="width: 35%;">Decision</th> </tr> </thead> <tbody> <tr> <td>16/10235/VAR</td> <td>Teazel Cottage, The Common</td> <td>APPROVED</td> </tr> <tr> <td>16/10061/TCA</td> <td>Teazel Cottage, The Common</td> <td>NO OBJECTION</td> </tr> <tr> <td>16/10039/CLE</td> <td>61, Kellaways</td> <td>APPROVED</td> </tr> <tr> <td>16/05640/OUT</td> <td>Land at Barrow Farm</td> <td>REFUSED</td> </tr> </tbody> </table>	Application Ref	Address	Decision	16/10235/VAR	Teazel Cottage, The Common	APPROVED	16/10061/TCA	Teazel Cottage, The Common	NO OBJECTION	16/10039/CLE	61, Kellaways	APPROVED	16/05640/OUT	Land at Barrow Farm	REFUSED	
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5.03	<p><u>NB applications currently outstanding:</u></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 25%;">Application Ref</th> <th style="width: 40%;">Current Status</th> </tr> </thead> <tbody> <tr> <td>15/11886/FUL</td> <td>Land at Parsonage Way</td> </tr> <tr> <td>15/12351/OUT</td> <td>Rawlings Green development (see Minute 5.05 below)</td> </tr> </tbody> </table>	Application Ref	Current Status	15/11886/FUL	Land at Parsonage Way	15/12351/OUT	Rawlings Green development (see Minute 5.05 below)										
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5.04	<p><u>Barrow Green Development</u> David Mannering reported that the applicant (Hitchens) had indeed petitioned for a judicial review of the Planning Inspectorate’s decision on the appeal hearing.</p> <p>The Parish Council agreed that, above all else, this hastened the case for the village having an adopted neighbourhood Plan in place in time for the re-examination of the application. (Minute 4.01 above refers).</p>	
5.05	<p><u>Rawlings Green – Update</u> It was reported that the meeting of Wiltshire Council, Strategic Planning Committee on 14th December 2016 had agreed (by 6 votes to 5) to defer further consideration on the Rawlings Green planning application pending the outcome of the Inspector’s report on the Chippenham Sites Allocation Plan.</p> <p>The Parish Council, for its part, remained concerned as to the ambitions of both the developer and the planning authority in several regards, and especially the future setting of the “Green Bridge”. Accordingly David Mannering offered to write a letter to Historic England, which he agreed to share with the Parish Council for its endorsement.</p>	DM
5.06	<p><u>Wavin Plastics</u> The Parish Council noted the Clerk’s communication with Wavin and suggested that future meetings (if agreed with the company) should at least be on a biannual basis, and to include representatives from the Residents Association</p>	EMH
6.00	HIGHWAYS & RIGHTS OF WAY	
6.01	David Mannering updated the Parish Council on highways matters and, in particular, on correspondence regarding grips and the reporting of blocked gullies	DM
6.02	The Clerk updated on correspondence between himself and Wiltshire Council regarding his report of an (apparently) unapproved access having been constructed onto Sutton Lane by a local landowner. The Planning Enforcement Officer had visited the site and spoken at some length with the landowner, who has been informed that the development is, indeed, unauthorised. Accordingly, the landowner has been given the opportunity to apply for (retrospective) permission to retain the works concerned.	
6.03	<p>The Clerk informed the Parish Council of two forthcoming road closures:-</p> <ul style="list-style-type: none"> (i) Closure of the B4069 (Sutton Benger and Christian Malford) for two days. Order to come into effect on 13th February 2017. (ii) Closure of the C133 (Avon and East Tytherton). Order to come into effect on 3rd March 2017 	
7.00	FINANCE	

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7.01	<p><u>Budget and Precept 2017/18</u></p> <p>The Clerk reported presented budget papers to the Parish Council setting out the following:-</p> <ul style="list-style-type: none">- the original Parish Council budget for 2016/17 together with approved budget changes since the start of the financial year;- expenditure to date (end of December 2016) together with a forecast for the remainder of the financial year, giving predicted 2016/17 outturn; and- a suggested budget 2017/18 producing a precept of £10,225. (2016/17 precept = £9,975) <p>Following detailed consideration of the above papers, the Parish Council agreed further increases in the suggested 2017/18 precept totalling £1,500, and bringing the proposed year-on-year precept increase to £1,750. In particular the Parish Council were mindful of the following budget pressures:-</p> <ul style="list-style-type: none">- the outstanding liability to the retired Clerk (minute 4.01, 22/08/16 refers)- increasing the grant to the Village Hall to maximise the leverage on the Area Board funding (minute 3.01, 21/11/16 refers)- the need to provide additional contingency given the level of financial risk associated with outstanding planning appeals (e.g. Barrow Farm and Rawlings Green). <p>Accordingly the Parish Council resolved to levy a precept on Wiltshire Council for the financial year commencing 1st April 2017 in the sum of £11,725.</p> <p>(NB: The detailed budget schedule to be circulated and attached to the official copy of the minutes)</p>	EMH								
7.02	<p><u>Payments</u></p> <p>Approval was received for the following cheques:</p> <table border="0"><tr><td>000901</td><td>LB Village Hall - Hall Hire 16/01/2017 - £35.00</td></tr><tr><td>000902</td><td>E. M Helps – Clerk’s remuneration & expenses, Dec 2016 - £180.30</td></tr><tr><td>000903</td><td>Graham Self – Neighbourhood Plan, professional fee - £319.80</td></tr><tr><td>000904</td><td>D Mannering – Travel and printing expenses - £54.47</td></tr></table>		000901	LB Village Hall - Hall Hire 16/01/2017 - £35.00	000902	E. M Helps – Clerk’s remuneration & expenses, Dec 2016 - £180.30	000903	Graham Self – Neighbourhood Plan, professional fee - £319.80	000904	D Mannering – Travel and printing expenses - £54.47
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7.03	<p><u>Automatic Pension Enrolment</u></p> <p>The Clerk informed the Parish Council (as employer) that it was their statutory duty to inform the Clerk of his statutory rights with regards to pension entitlement by 1st February 2017. Accordingly, the Parish Council authorised the Chairman to sign the statutory letter on its behalf.</p> <p>NB Because the Clerk does not meet the minimum eligibility criteria he will not become a member of the statutory workplace scheme automatically but can still ask the Parish Council to join if he wants to.</p>									

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7.04	<p><u>Appointment of Internal Auditor</u></p> <p>The Clerk reminded the Parish Council that, following his appointment, he could no longer be the Internal Auditor to the Parish Council and that an appointment would be needed before the closure of the 2016/17 accounts. The Parish Council consider this an agreed to make an approach to the recently retired Clerk. (The Clerk also notified the Parish Council that there would be a change in its External Auditors with effect from 1st April 2017).</p>	EMH
8.00	<p>CORRESPONDENCE</p> <p>The Clerk reported on five further items of correspondence:-</p> <ol style="list-style-type: none">1. That he had received final notification that the next meeting of the Parishes Forum would be held on 18th January 2017 at Kington St Michael Club.2. That he had received notification/timetable from Wiltshire Council regarding the statutory pre-election period.3. That he had received statutory notification from the Police and Crime Commissioner for Swindon & Wiltshire regarding its proposed precept increase for 2017/18 (i.e. 1.9% or £3.17 at band D).4. That he had received notification from the Council for the Protection of Rural England (CPRE) regarding the arrangements for entering this year's "Best Kept Village" competition.5. That he had received notification of a Wiltshire Council event to be held on the Neeld Hall on Monday 6th February (starting at 6:30pm) entitled, "Our Community Matters".	
9.00	<p>QUESTIONS TO THE CHAIRMAN</p>	
9.01	<p>With the permission of the Chairman representatives of "Bradies Connect" were permitted to address the Parish Council with regard to the bookable shared taxi service shortly to replace the bus service running through the village. The new service succeeds the public bus service operated by APL. There will two services daily (Monday to Friday) to/from Chippenham/Bradensstoke, with links to the Malmesbury and Great Western Hospital routes. All vehicles will have disabled access. The Parish Council agreed to publicise widely (including the website).</p>	
10.00	<p>DATE OF REGULAR NEXT MEETING</p>	

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Item	Details	Action
10.01	Monday 20 th February 2017 at 7:15pm	
10.02	The Meeting closed at 8:30pm	
	Minutes approved as true record of meeting	
	Signed.....	Date.....