

LANGLEY BURRELL PARISH COUNCIL

MINUTES OF EXTRAORDINARY MEETING 29th August 2017

(DRAFT until approved at subsequent meeting)

Date/Time: 29th August 2017, 7:30pm Langley Burrell Village Hall

Present: Councillors Rick Colthorpe, Julie Hoskins, Katerina Johnstone, David Mannering, Robert Whitrow

Mr Martin Helps (Clerk).

Mr Robert Woodward (Langley Burrell Residents Association)

Apologies: None

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	The Minutes of the Meeting of the Parish Council held on 19 th June 2017 had been circulated and were taken as read. David Mannering proposed a further amendment to the minutes as follows:- Minute 5.02 – “That the Forward Plan be subject to periodic review. That the Outstanding Actions Log, circulated by David Mannering, be maintained and considered at every Parish Council meeting”. With the above additional amendment (see also minute 2.01,17/07/17) the minutes were unanimously agreed and signed accordingly (Prop. RW, Sec. JH)	
2.02	The Minutes of the Meeting of the Parish Council held on 17 th July 2017 were carried forward for consideration at the next regular meeting of the Parish Council.	EMH
3.00	WILTSHIRE COUNCIL REPORT - None	
4.00	OUTSTANDING ACTIONS LOG The Clerk reported that he had sent an electronic update of the Outstanding Actions Log to Councillors. The Clerk asked for feedback on this version. It was agreed to defer consideration until the next regular PC meeting (September)	ALL
5.00	STRATEGIC PLANNING	
5.01	<u>Chippenham Sites Allocation Plan Update</u> The Clerk confirmed that the Wiltshire Housing Sites Allocation Plan, currently out to the public consultation (minute 10.00.4, 17/07/17 refers), covers the unitary county of Wiltshire excluding Chippenham.	

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5.02	<p data-bbox="279 380 646 414"><u>Neighbourhood Plan Update</u></p> <p data-bbox="279 436 805 470">Following discussion the Parish Council:-</p> <ul data-bbox="327 481 1364 795" style="list-style-type: none"><li data-bbox="327 481 1364 548">(i) Noted the Examiner's feedback following his review of the draft Neighbourhood Plan.<li data-bbox="327 560 1364 593">(ii) Noted the subsequent amendments made by Wiltshire Council.<li data-bbox="327 604 1364 705">(iii) Confirmed the Parish Council's understanding, that Wiltshire Council will (now) be sending the Neighbourhood Plan to referendum and that, having regard to (i) and (ii) above....<li data-bbox="327 716 1364 795">(iv) Agreed that the Parish Council were in support of the Neighbourhood Plan being sent to referendum. <p data-bbox="279 862 1364 1019">The Parish Council also (retrospectively) approved the final amendments/submissions to Wiltshire Council made on its behalf by David Mannering. (It was noted that the Parish Council was currently awaiting feedback on the submissions, but that the referendum was, still, expected to take place during October 2017).</p> <p data-bbox="279 1041 566 1075">It was further agreed:-</p> <ul data-bbox="327 1086 1364 1601" style="list-style-type: none"><li data-bbox="327 1086 1364 1288">(v) to circulate a flyer to all residents, after the next Parish Council meeting and before the intended referendum date, notifying them where the referendum version of the Neighbourhood Plan can be accessed, and stating that it is substantially the same as the Wiltshire Council consultation version (and incorporating the Parish Council's recommendations).<li data-bbox="327 1299 1364 1400">(vi) that the Parish Council should consider the referendum version at the next meeting and decide at that meeting whether to recommend that residents support it.<li data-bbox="327 1411 1364 1489">(vii) that the next Parish Council meeting should be scheduled after the referendum version of the Neighbourhood Plan had been produced.<li data-bbox="327 1500 1364 1601">(viii) that the Parish Council should produce copies of the Neighbourhood Plan (referendum version) to be made available at the village hall and with the Clerk. <p data-bbox="279 1668 1364 1736"><u>Post Script</u> – Wiltshire Council have confirmed that the referendum has been scheduled for Thursday 26th October 2017</p>	
6.00	PLANNING	

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6.01	<p><u>Applications Received since the last Meeting</u></p> <p><u>17/07413/REM – Reserved Matters, land north of Hill Corner Road, Chippenham but see also 17/03417/OUT</u></p> <p>The Clerk reported that he had followed through the applications/revisions in chronologic order. He suggested that 17/05149/REM registered on 7th June 2017 had been replaced by 17/07413/REM registered on 8th August and that, perversely, access is still referred to as a “reserved matter”. The Parish Council therefore agreed that the comments made by David Mannering on its behalf in respect of earlier application (minute 9.01, 19/06/17 refers) also applied equally to the new application, and that Clerk would respond accordingly.</p> <p>It was also agreed that the Clerk should write to Wiltshire Council asking that the applicant be required to resubmit his application for 17/07413/REM on a proper basis (i.e. without “access” being described as a reserved matter)</p> <p>Post meeting note: For the avoidance of any doubt application 17/07413/REM is in relation to a different plot of land to 17/05149/REM (although both are described as land north of Hill Corner Road and the access issues are identical)</p>	<p>EMH</p> <p>EMH</p>												
6.02	<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: 20%;"></th> <th style="width: 50%;"></th> <th style="width: 30%;">Current Status</th> </tr> </thead> <tbody> <tr> <td>15/11886/FUL</td> <td>Land at Parsonage Way</td> <td>Approved</td> </tr> <tr> <td>17/06262/LBC</td> <td>Green overbridge (listed building)</td> <td>Approved</td> </tr> <tr> <td>17/06254/RWN</td> <td>Green overbridge (prior approval)</td> <td>Approved</td> </tr> </tbody> </table>			Current Status	15/11886/FUL	Land at Parsonage Way	Approved	17/06262/LBC	Green overbridge (listed building)	Approved	17/06254/RWN	Green overbridge (prior approval)	Approved	
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6.03	<p>(i) <u>Other Planning Applications currently outstanding</u></p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 55%;"></th> <th style="width: 30%;">Current Status</th> </tr> </thead> <tbody> <tr> <td>17/05423/FUL</td> <td>Woodslea, The Common</td> <td>Outstanding</td> </tr> <tr> <td>17/03417/OUT</td> <td>The Clerk report reported that he had received notice from the applicant's agents (Savills) of a prospective revised outline planning application for the Chippenham Gateway development; and that the Parish Council had also been invited to be part of a Joint Action Group opposing any development of the site.</td> <td>Outstanding</td> </tr> <tr> <td>17/05149/REM</td> <td>Reserved Matters, land north of Hill Corner Road (07/06/17)</td> <td>Outstanding</td> </tr> <tr> <td>15/12351/OUT</td> <td>Rawlings Green development</td> <td>Outstanding</td> </tr> </tbody> </table>			Current Status	17/05423/FUL	Woodslea, The Common	Outstanding	17/03417/OUT	The Clerk report reported that he had received notice from the applicant's agents (Savills) of a prospective revised outline planning application for the Chippenham Gateway development; and that the Parish Council had also been invited to be part of a Joint Action Group opposing any development of the site.	Outstanding	17/05149/REM	Reserved Matters, land north of Hill Corner Road (07/06/17)	Outstanding	15/12351/OUT	Rawlings Green development	Outstanding	
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6.04	<p><u>Wavin Plastics</u></p> <p>The Clerk updated the Parish Council regarding the letter which he had sent to Wiltshire Council on its behalf with regards to LBUR22 (minute 7.05,17/07/17 refers), and Wiltshire Council's written response. During the ensuing discussion, the Parish Council expressed concerns that very few of the questions regarding its own preferences for LBUR22 (raised in a letter of 1st March 2017) had been answered by the Wiltshire Council.</p> <p>David Mannering circulated a paper and updated the Parish Council on the several legal options now available to the parties. Following discussion of these options, it was agreed that the Councillor Mannering would draft a further letter to Wiltshire Council expressing the Parish Council's disinclination to agree to an application being made to the Magistrates Court to stop up footpath LBUR22 under Section 116 of the Highways Act, 1980, whilst its own preferences for the footpath remain unaddressed.</p> <p>The draft letter would also reiterate the Parish Council's request for a meeting with Wiltshire Council (first expressed in its letter of 28th July 2017) and be circulated to all Parish Councillors for comment prior to sign-off by the Clerk.</p>	<p>DM</p> <p>EMH</p>															
6.05	<p>In the light of Wavin's prospective planning application for the redesignation of Parsonage Way and the several other planning applications (prospective, outstanding and resolved) along the Parish Council's boundary with Chippenham it was also agreed that the Clerk request a meeting with Wiltshire Council.</p>	<p>EMH</p>															

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7.00	HIGHWAYS & RIGHTS OF WAY																	
7.01	Update on meetings with the Parish Steward - none																	
7.02	Unauthorised Access created onto Sutton Lane – none																	
7.03	Thornhill Lane – Major Maintenance Scheme 2017/18																	
	The Clerk reported that he had sought and gained confirmation from Wiltshire Council that a “major maintenance scheme” had been approved for inclusion in the CATG (a unitary authority task group) programme list in respect of Thornhill Lane. Whilst inclusion in the list does not of itself guarantee delivery of the scheme, it does at least put it on the highway authority’s radar.																	
8.00	FINANCE																	
8.01	<u>Payments</u>																	
	The following payments were approved:																	
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8.02	<u>Requests to incur expenditure</u>																	
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8.03	<p><u>Completion of the 2016/17 Accounts</u></p> <p>(i) The Clerk reported that the Internal Auditor, Edward Ferguson had produced a report for the benefit of Councillors, following his audit of the 2016/17 accounts. The report provides reassurance to councillors that they (and its Clerk) have been managing financial risk satisfactorily.</p> <p>(ii) The Clerk reported that had also received the Annual Return for the year ended 31st March 2017 certified by the external auditors, Grant Thornton. A "Notice of Conclusion of the Audit" will now be posted on the village website (the Annual Return already features on the website as part of the transparency code requirements).</p>	..EMH
8.04	<p><u>Other Financial Matters</u></p> <p>(i) The Clerk reported that he had received notice from the Parish Council's insurers (Aon UK) that they will be withdrawing from the local council's market during 2018, and that this would serve as an opportunity to retender the Council's cover. As this is not an inconsequential matter it should therefore be added to the Parish Council's actions log</p> <p>(ii) The Chairman reported that there had been a resolution to the issues surrounding the Parish Council's bank account mandate with Lloyds bank</p>	EMH
9.00	<p>CORRESPONDENCE</p> <p>The Clerk reported upon five further items of official correspondence:</p> <ol style="list-style-type: none"> 1. Wiltshire Council Events – "Helping Wiltshire meeting Challenges Ahead" (several locations but including 14th September at Monkton Park starting at 17:30) 2. Community First – AGM and Awards Celebration, 11th October 2017, Devizes Town Hall starting at 17:30 3. Wiltshire Council – briefing note on future waste collection arrangements 4. Invitation to attend Chippenham Town Council, Strategy & Resources Committee on 6th September 2017 which will be discussing proposals for the future provision of hospital services in Chippenham, Trowbridge and Melksham. 5. Environment Agency – invitation to Flood Warden Seminar on Tuesday 5th September at Trowbridge Rugby Ground (starting at 09:30) 	ALL
10.00	<p>QUESTIONS TO THE CHAIRMAN – None</p>	
11.00	<p>DATE OF THE NEXT MEETING</p> <p>Monday 18th September 2017 at 7:30pm in the Village Hall</p>	
12.00	<p>The Meeting closed at 8.45pm</p>	

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	<p data-bbox="280 533 839 566">Minutes approved as true record of meeting</p> <p data-bbox="280 768 770 801">Signed.....</p> <p data-bbox="903 768 1230 801">Date.....</p>	