

# LANGLEY BURRELL WITHOUT PARISH COUNCIL

Vivian A Vines MBE  
Clerk of the Council

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15<sup>th</sup> September 2018

Dear Councillor,

You are summoned to a **Meeting of the Langley Burrell Without Parish Council**, to be held on **Thursday 20<sup>th</sup> September 2018** commencing at **7.30pm** in **Maud Heath Room, Langley Burrell Village Hall**.

Yours faithfully,

*Vivian Vines*

Parish Clerk

## FULL COUNCIL MEETING

**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)

## AGENDA

- 1. APOLOGIES FOR ABSENCE:** To note and agree Apologies received from Council Members. Apologies have been received from Cllr Katerina Johnston
- 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

Parish Council Meeting held 16<sup>th</sup> July 2018. (see attached Draft Minutes) (For Decision)

- 4. PLANNING:**

**Planning Applications:** To make observations on Planning Applications received

Prior to the consideration of each 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)

- 18/07826/REM  
Reserved Matters for Development Comprising the Erection of 152 Dwellings and Associated Landscaping on the Land at North Chippenham, Parcels B3 & B5. Following Outline Planning Consent Ref: N/12/00560/OUT  
Land North of Hill Corner Road, Land Parcel B3 & B5, Chippenham, Wiltshire  
For Mr S Hindes, Pegasus Planning Group Ltd **(For Decision)**

- b) 18/08316/REM  
Reserved Matters application relating to appearance, landscaping, layout and scale, pursuant to Outline Permission N/12/00560/OUT – A mixed Use Scheme Comprising up to 750 Dwellings (C3) up to 12,710 sqm Employment Development (B1,B2,B8), a Local Centre (A1,D1,D2) a Primary School, Woodland Management Facilities, a New Link Road & Other Highway Access, Public Open Space, Landscaping & Other Associated Infrastructure Works  
Land at North Chippenham, Hill Corner Road, Chippenham, Wiltshire  
For Persimmon Homes (Wessex) **(see online) (For Decision)**
- c) 18/04224/REM  
Reserved Matters for Development Comprising the Erection of 212 Dwellings and Associated Landscaping and Drainage Infrastructure at Land North Chippenham (Parcels B2-B5). Following Outline Planning Consent Ref: N/12/00560/OUT  
Land North of Hill Corner Road, Land Parcel B2-B5, Chippenham, Wiltshire  
For (c/o) Agent Mr Sean Hides-Pegasus Planning Group Ltd **(see online) (For Decision)**

The Council previously considered this application on the 21<sup>st</sup> May 2018 and deferred a decision through lack of information. (Minute 15/18 (b) refers)

No further Planning Applications have been received within the timescale for Agenda inclusion. **(to note)**

**Planning General and Decisions:** To receive notification of any Planning Decisions received and any amendments and updates to previously considered Planning Applications.

- a) 18/02037/FUL Land at Rawlings Farm. Construction of Bridge, Temporary Haul Road etc  
To consider updates **(For Decision)**
- b) 15/12352/OUT Land at Rawlings Farm. Outline permission for up to 650 dwellings etc  
No decision to date **(to note)**
- c) 18/01610/REM Land at North Chippenham. Erection of 51 Dwellings, infrastructure etc  
Approved with Conditions 13<sup>th</sup> August 2018 **(to note)**
- d) 18/01102/REM Land North of Hill Corner Road. Phase 2 infrastructure N/12/00560/OUT  
No decision to date **(to note)**
- e) 17/07793/FUL Wavin Ltd Parsonage Way. Works to existing road to provide new link etc  
Approval decision with Conditions, subject to Section 106 Agreement 15<sup>th</sup> August 2018 **(to note)**
- f) 17/05423/FUL Woodslea, The Common. Large Shed and Extend above garage etc  
Approved with Conditions 19<sup>th</sup> June 2018
- g) 18/02973/106 Modification of S106 Agreement attached to N/12/00560/OUT  
No decision to date **(to note)**
- h) 18/04224/REM Land North of Hill Corner Road. Erection of 212 Dwellings, etc  
No decision to date **(Agenda item 4 (c) refers)**
- i) 18/07262/TPO Barrow Farmhouse SN15 5LL. Removal of 2 Limbs of Oak Tree  
Application withdrawn **(to note)**
- j) 18/06835/TCA 39A, The Common SN15 4LQ. 30% Reduction to 2 Honey Locust  
Approved 17<sup>th</sup> August 2018 **(to note)**
- k) Planning Case Officer Meeting. A meeting has been requested with Mr Lee Burman. At the present time the Officer has suggested that the meeting is premature as he is awaiting responses from the applicant and other Council colleagues. He has advised any Committee reporting is likely to take some time.. To consider and agree any further action. **(For Decision)**

**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 **(For Decision)**

Langley Burrell Village Hall. Donation towards Hall improvements	£1000.00
Mr V A Vines Clerks Salary	to be agreed
Mr V A Vines Clerks Expenses	to be agreed

- b) To note any receipts received since the last Council Meeting

There have been no receipts since the last Council Meeting **(to note)**

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

30<sup>th</sup> July 2018 Sheet No 7

£ 10,005.84

## 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. **(For Decision)**  
Pursuant to Minute 37/18 (a). The Council considered that there was a need to make contact with Network Rail for their agreement to allow the Steward to enter land and carry out required drainage work in Thornhill Lane, which was necessary before any highway surface works could be contemplated. In addition a footpath hedgerow near the Oakhurst estate required cutting and ownership was questioned and it was agreed that Greensquare should be contacted. In both cases contact has been made. To consider any updates. **(to note)**  
(Cllr Wayman's) Local Highways May 2018 Newsletter and attachments, still remains the latest Newsletter. **(to note)**
- b) Rights of Way – To raise general issues and to receive any updates.
- i) Maud Heath Causeway. To raise general issues and to receive any updates. **(to note)**
  - ii) Langley Burrell Footpath No 22. The Council has received notification that an Order for the Stopping Up of Part of Footpath 22 was made on the 29<sup>th</sup> May 2018 and that the Definitive Map of Rights of Way will be amended in accordance with the Order. **(see attached) (to note)**
  - iii) Langley Burrell Footpaths No 34 and No 42 and Chippenham No 27. The Council has been consulted in regards to proposed diversions in conjunction with outline planning consent N/12/00560/OUT and 18/01102/REM. Timescale for responses was given as 19<sup>th</sup> September 2018 and so the Council should consider and agree any comments at this Meeting. **(see attached) (For Decision)**
- c) Highway & Footpaths Conditions and Maintenance – To raise general issues in regards to Highway Conditions and Maintenance within the Parish and to receive any updates. **(For Decision)**

## 7. STANDING ITEMS:

- a) Parish/Community Website/Newsletters/Social Media – To raise general issues and to receive any updates. **(to note)**
- 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 **(For Decision)**
- d) Langley Burrell Village Hall – To raise general issues and to receive any updates **(to note)**
- e) Wiltshire Council Chippenham Area Board and Chippenham Community Area Parish Forum
- i) To note that an Area Board Meeting was held on Monday 23<sup>rd</sup> July 2018 in The Goss Croft Hall, Upper Seagry and to receive any updates. Area Board Meetings have been scheduled for Monday 8<sup>th</sup> October 2018 in The Neeld Hall, Chippenham and 17<sup>th</sup> December 2018. **(to note)**
  - ii) To consider any new, and review any previous local issues within the Parish, which have been, or should be raised, with the Chippenham Area Board at their next Meeting **(For Decision)**
  - iii) To note that Meeting of the Chippenham Community Area Parish Forum was held on Wednesday 15<sup>th</sup> August 2018 in St Mary Magdalene Church, Hullavington. The Guest Speaker was Chippenham Town Council. To receive any updates. The next Forum Meeting is to be held on Wednesday 24<sup>th</sup> October 2018 at 7.30pm in The Goss Croft Hall, Upper Seagry. The Guest Speaker will be a representative from the Neighbourhood Watch Scheme. **(to note)**
  - iv) To consider any new, and review any previous local issues within the Parish, which have been, or should be raised, with the Community Area Parish Forum at their next Meeting **(For Decision)**
- f) Langley Burrell Neighbourhood Plan – To raise issues and to receive any updates. Agenda item 8 (v) also refers. **(to note)**

- g) Langley Burrell Emergency Plan. . To receive and consider any updates. **(to note)**
- h) Council Insurance – To raise issues and receive updates as required. **(to note)**
- i) Council Standing Orders & Code of Conduct: To consider any updates of the Council Standing Orders & Code of Conduct. **(see attached) (For Decision)**
- j) Asset Register: To consider any updates of the Council Asset Register. **(to note)**
- k) Risk Assessment: To consider any updates of the Risk Assessment Register. **(to note)**
- l) Health & Safety and Management Register: To consider any updates of the Health & Safety and Management Register. **(to note)**
- m) Freedom of Information Act-Publication Scheme: To consider any updates of Freedom of Information Register. **(to note)**
- n) Council Award Scheme – To receive any updates. **(to note)**
- o) School Governor's Report/s: To receive and to note any Report/s received. **(to note)**
- p) Parochial Church Council – To raise general issues and to receive any updates. **(to note)**
- q) Neighbourhood Watch – To raise general issues and to receive any updates. **(to note)**
- r) Data Protection – To raise general issues and 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) Traffic Calming. Pursuant to Minute 40/18 (a) Cllr D Mannering has raised the issue of traffic calming within the Parish, possibly with the introduction of permanent chicanes in suitable places or electronic speed registering signs. **(For Decision)**
- b) Wiltshire Council Operational Flood Working Group North. To note that a Meeting was held on 18<sup>th</sup> July 2018 in Devizes Corn Exchange. A further Meeting was held on 12<sup>th</sup> September 2018 in the Environment Agency Offices, Bath Road Industrial Estate, Chippenham. To receive any updates. The next Meeting is scheduled for 14<sup>th</sup> November 2018 in St Margaret's Hall, Bradford on Avon. **(see attached) (to note)**
- c) Wiltshire Council - Briefing Note No 362 – The Council received a Briefing Note in regards to the Salisbury Plain Fire. **(see attached) (to note)**
- d) Wiltshire Council. The Council has been provided with the Langley Burrell Without OJ1 2018 Register of Electors. Updates will be provided when changes are made. Members have been circulated with the Register, subject to data protection and not for public use. **(to note)**
- e) Langley Burrell Village Hall. The Council has previously agreed a donation of £1000.00 towards the upgrading of the kitchen and improving access to the WC. The work has now been completed and the Trustees/Committee has asked that the money now be released. **(For Decision)**
- f) Langley Burrell Residents Association (LBRA). The Council received an invitation to attend the LBRA Annual General Meeting held on Monday 10<sup>th</sup> September 2018. To receive any updates. **(to note)**
- g) National Planning Policy Framework (July 2018). The Council has been provided with the revised NPPF. Members have been circulated with a copy that is used as a material planning consideration alongside the Wiltshire Core Strategy (Development Plan) and adopted Neighbourhood Plans. **(to note)**
- h) Wiltshire Council. The Council was notified that a Consultation was to take place on the Wiltshire Housing Site Allocations Plan from 13<sup>th</sup> August to 1<sup>st</sup> September 2018. **(to note)**
- i) Community First AGM 2018. The Council has been invited to attend the AGM to be held on Thursday 11<sup>th</sup> October 2018 in The Town Hall, Devizes from 5.30pm. Agenda papers and related documents have also been received. **(see attached) (For Decision)**
- j) Neighbourhood Alert. The Council was notified of the Best Neighbour of 2018 nomination process, closing date for nominations being midnight 5<sup>th</sup> September 2018. **(see attached) (to note)**
- k) Wiltshire Council - Briefing Note No 365 – The Council has received a Briefing Note in regards to the Social Housing Green Paper. **(see attached) (to note)**
- l) Wiltshire Council - Briefing Note No 366 – The Council has received a Briefing Note in regards to the Electoral Review of Wiltshire Council. **(see attached) (For Decision)**
- m) Local Government Boundary Commission. The Council has been notified that a Consultation on the Wiltshire Council division boundaries has begun, closing on the 5<sup>th</sup> November 2018. It is understood that draft recommendations will be published in February 2019 for a further consultation with final recommendations expected in July 2019 coming into effect at the local elections in May 2021. **(see attached) (For Decision)**

- n) Wiltshire Council. Changes to Electoral Divisions and Area Boards. The Council has been reminded that the review, taking place now, may lead to the need for some Parishes to move from one Area Board to another as a result of forming the new Divisions. They request any comments before the end of September 2018. **(see attached) (For Decision)**
- o) Bristol Avon Catchment Partnership. Notification has been received that the BACP Annual Forum is to be held on Wednesday 7<sup>th</sup> November 2018 in The Guildhall, Bath BA1 5AW. Further details are to be provided. BACP gave a presentation to the OFWG North Meeting held on the 18<sup>th</sup> July 2018 and the Council has received a copy for information. **(previously circulated) (to note)**
- p) Wiltshire Council - Briefing Note No 367 – The Council has received a Briefing Note in regards to the Revised National Planning Policy Framework (NPPF) **(see attached) (to note)**
- q) Wiltshire Citizens Advice. The Council has received a request for grant aid towards the service. **(see attached) (For Decision)**
- r) Chippenham Neighbourhood Plan. The Council has received notification that the Designation of the Chippenham Neighbourhood Area has been approved. Chippenham Town Council can now embark on the process of producing a Neighbourhood Plan. As discussed at the last Parish Forum the Town Council intends to involve neighbouring Councils in the process. The Council agreed at the last Meeting to invite the Town Council Planning Officer to a Council Meeting. Minute 39/18 (k) refers. The Council may wish to consider inviting members the Neighbourhood Plan Steering Group to that Meeting. The Planning Officer has been invited to attend the next Council Meeting and his confirmation is awaited. **(see attached) (For Decision)**
- s) CIL Funding. Minute 39/18 (g) refers. The CIL Team at Wiltshire Council has now agreed potential receipts and timescales involved. An approach has already been received from a local organization asking if and when financial support might be available. To consider and agree that a local CIL Funding Policy in accordance with CIL Guidelines is required and to agree a timescale. **(see attached) (For Decision)**
- t) Chippenham Area Board Issue 5948. Vehicles misdirected by satellite navigation. The CATG has considered the issue and allocated £375.00 funding, conditional upon a contribution of £125.00 from the Parish Council. To consider and determine the request and advise Wiltshire Council accordingly. **(see attached) (For Decision)**
- u) Wavin Site Noise. Minute 39/18 (i) refers. The Council wrote to Wiltshire Council Environmental Health Officer, Mr Richard Francis, thanking him for his involvement in improving the situation. In response, on the 17<sup>th</sup> July 2018, he thanked the Council, but sadly that very day he had received reports of further nuisance occurring and advising that having opened a dialogue with Wavin he hoped that he could get the Site to return to the level that it had been demonstrating over the previous 6 weeks. To receive any updates. and consider any actions required. **(For Decision)**.
- v) Langley Burrell Neighbourhood Plan. Minutes 29/18 (k) and 39/18 (j) refer. To receive any updates and to consider any actions required. **(For Decision)**
- w) Chippenham Area Board Issue 6433. Lack of Signage in Jacksoms Lane. The request was referred to Kington Langley Parish Council who have supported providing Langley Burrell PC is agreeable to sharing the costs. The Council has been asked if the request is supported, are there any comments regarding the request, or if not supported to specify the reasons why not. At the present time the financial consequences are unknown. To consider and determine the request and advise Wiltshire Council accordingly. **(For Decision)**
- x) Street Naming – Land Parcel P1B West of B4069 and North of Hill Corner Road. The Council was originally approached by Chippenham Town Council to consider and agree with them the naming of a number of new development streets/roads. Subsequently, the Council has been directly approached by the developer (Persimmon Homes) to suggest 5 street names. If the Council wished to suggest a name of a Living Person then there is a requirement to gain consent from the person or a Deceased Person (deceased less than 50 years) then there is a requirement to gain consent from a relative of the person. **(see attached) (For Decision)**

## 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 the next meeting.

- 10. DATE OF NEXT MEETING:** The next Council Meeting is scheduled for **Monday 15<sup>th</sup> October 2018 at 7.30pm**, in the Maud Heath Room, Langley Burrell Village Hall.

## **PART 2 AGENDA**

**As the following Item relates to Confidential Matters, in regards to an Employees Contract, 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.**

Council Part 2 Agenda 16<sup>th</sup> July 2018 refers. **(For Decision)**