

CHIPPENHAM WITHOUT PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.15pm

The Pavilion, Allington Fields, Frogwell, Chippenham SN14 0YZ

22nd July 2024

Present: Cllr H Ham (Chairman), Cllr M Brinkworth, Cllr C Harford (Vice Chairman), Cllr S Eades and Cllr M Muller.

Also Present: Wiltshire Councillor H Greenman and Mr V Vines MBE Clerk of the Council.

NOTICE OF MEETING – Public Notice of the Council 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 made reference to the recent National Elections and that at this time he was unaware of the new Government's changes to policies on housing targets and Solar Farm sites. From a Wiltshire point of view a consultation would soon be taking place on Gypsy & Traveller Sites Allocation within the whole of Wiltshire. It was likely that there would be set targets to meet based on a 5-year land supply and more details would soon be available.

There were no further Reports received.

021/24 APOLOGIES FOR ABSENCE

All Council Members were in attendance.

022/24 Declaration(s) of Interest – In accordance with Chippenham Without Parish Council's Code of Conduct (Adopted 24th November 2021) and Standing Orders (Adopted 26th January 2022)

There were no Declarations of Interest.

023/24 MINUTES Members had been previously circulated with the Minutes.

- a) The Council received, approved and signed as a true record the Minutes of the Annual Parish Council Meeting held 29th May 2024. **Cllr M Muller proposed, seconded Cllr S Eades and RESOLVED UNANIMOUSLY ***

* In approving the Minutes the Council asked that Cllr C Harford be added to the Community Designated Flood Warden and Flood Warden appointments.

- b) The Council received, approved and signed as a true record the Minutes of the Parish Council Meeting held 29th May 2024. **Cllr M Muller proposed, seconded Cllr H Ham and RESOLVED UNANIMOUSLY**

024/24 PLANNING

Planning Applications: 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. There were no representations received.

- a) PL/2024/05708 – Full Planning Permission
Proposed Extension to Existing Commercial Building to provide additional workshop floor space and MOT Test Bay
Fir Tree Villas, Lanhill, Chippenham, Wiltshire SN14 6LX
For Mr Russel Wilmott – MRW Engineering Ltd

Following consideration of the application **the Council resolved to raise no objections.**

Cllr H Ham proposed, Cllr M Muller seconded and RESOLVED UNANIMOUSLY

- b) PL/2024/05953 – Lawful Development – Existing Use
Agricultural Occupancy
1 Fir Tree Villas, Lanhill, Chippenham, Wiltshire SN14 6LX
For Mr M Wilmott

Following consideration of the application **the Council resolved to raise no objections.**

Cllr H Ham proposed, Cllr M Muller seconded and RESOLVED UNANIMOUSLY

There were no further applications considered. **(noted)**

Planning General:

- c) Allington North Solar Farm – Public Consultation

The Council had been invited, by Noventum Power, to attend a Public Consultation event at Chippenham Rugby Club on the 9th July 2024 in regards to a proposed Solar Farm, comprising of ground-mounted solar panels and associated equipment on land west of Battens Farm and south east of Yatton Keynell. The event was part of a pre-application consultation to allow Noventum Power to consider and potentially incorporate local views into the scheme. Cllr H Ham and Cllr S Eades had attended and updated the Council.

The Council considered a formal response to the consultation **and agreed that** the applicant should be advised that:

The development site and access fell entirely within Chippenham Without Parish and there was a community-led adopted Neighbourhood Plan that was a material

planning consideration alongside the Wiltshire Local Plan and the NPPF. The Council therefore considered all planning matters being particularly mindful of their Neighbourhood Plan.

The presentation documents obviously promoted the development in the best possible light selling the renewable energy needs and the Council fully accepted and supported renewable proposals that were sited in an appropriate place on the poorest grade agricultural land. Alongside this the impact of the cumulative effect had to be considered particularly as the Lime Down Solar Park proposals were in close proximity.

The Council Members had some concern over the timetable. Online details suggested that a planning application was to be submitted in August 2024. Whether there was a misunderstanding but Members came away from the public consultation with the idea that the timetable would be much longer than that, possibly even into next year? Or was that perhaps a commencement of works on site timescale?

The Council required some assurance that land drainage (Flood Risk) had been seriously considered. It was a known fact that the entire site drained towards the southeast ending up in the highway ditches, or lack of them, in Fowlswick Lane. There were serious flooding problems in this well used lane and any added surface and ground waters could not be allowed. The Council felt that the proposals should address this and perhaps even include enhancements to the drainage network in this area.

Similarly, there were existing highway concerns on the local rural lane network and road junctions, all of which were used as "rat runs". Notwithstanding the suggestion of a 6- month construction phase and a Traffic Management Plan the Council needed to be assured that this was actually enforceable? At this time the Council was unaware of the Management Plan, which was understood to be part of the formal planning application.

Comment was made in regards the positioning of the DNO Substation that sat away from the main body of the site. Whilst the suggestion of underground cabling was welcomed the question was raised as to whether this might be to facilitate future expansion proposals so that this scheme might be the "thin end of the wedge"?

In passing, comment was made on the potential to disregard the good intentions of landscaping and biodiversity improvements that looked good on plan including the development's lifetime management but there were several "experts" on the Council who would be looking at the fine detail of this and how there could be guarantees that can be enforced.

Finally, nowhere in the information was there any suggestion of the Chippenham Without Parish receiving any benefit from the proposals. It was a known fact that in recent times it was usual for a community benefit fund to be set up typically agreeing an index-linked annual payment to the Parish Council potentially over a minimum period of 20 years. Although the provision of community financial benefit was not a material planning consideration the Council would expect some meetings with the developer to discuss this further.

d) Lime Down Solar Park – EIA Scoping Consultation

The Council had been invited by PINS (Planning Inspectorate), to comment on the developers Scoping Report and initial stage of the EIA process. The purpose being, to identify and evaluate the likely effects of the development on the environment to be able to determine measures to reduce or manage any potential significant adverse effects. The consultation ended on the 14th August 2024 and from the information available Council Members, while concerned at the detrimental impact of the proposals on rural visual impact and good quality farming land, considered that they had no comments to make at this stage.

There were no further matters reported. (noted)

025/24 FINANCE The Council considered financial matters and received notification of receipts and payments

a) **Payments :** The Council considered and approved the following payments:

Annual Parish Meeting. Refreshments reimbursement. Mr H Ham	£ 162.11
Parish Entrance Gates. Digiprint signs reimbursement. Mr H Ham	£ 102.00
Replacement Waste Bin+disposal services.reimbursement. Mr H Ham	£ 307.19
Bobby Van Trust. Section 137 Grant	£ 200.00

Cllr H Ham proposed, seconded Cllr C Harford and RESOLVED UNANIMOUSLY

b) **Payments since the last Council Meeting:** The Council noted that the following payment had been made since the last Council Meeting.

Mr V A Vines. Santander A/c 00000018 petty cash transfer 19.06.24 £ 100.00

c) **Receipts:** The Council noted that there had been no receipts since the last Council Meeting.

d) **Bank Account Balance/s:** The Council noted the following balances: (noted)

HSBC Account No. 00000074	17 th June 2024	£ 11,729.67
HSBC Account No. 00000082	17 th June 2024	£ nil
Santander Business Account No 00000018	2 nd September 2023	£ 44,223.83
Santander Business Bond Account No 00000095	5 th April 2024	£ 62,271.55

e) **Santander Bank Account/s - Chippenham:**

There had been no change in circumstances since the last Council Meeting.
(noted)

f) **HSBC Bank Account/s - Chippenham**

There had been no change in circumstances since the last Council Meeting.
(noted)

026/24 HIGHWAY MATTERS

a) **Parish Stewards Programme/ Requirements:** general issues for the Local Highway & Streetscene Community Team. Issues still needed to be reported by

Council Members to Cllr C Harford, the Council's Link Member and also by using the MyWiltshireApp system. Parish Steward visits had been scheduled for 22nd July, 23rd September, 22nd October, 25th November and 18th December 2024. Cllr Harford reported that the Steward had attended that day and had carried out works requested that included highway grip clearance and strimming of grass areas including around The Long Stone and visibility splays. **(noted)**

- b) **Rights of Way:** general issues in regards to Public Footpaths and Bridleways within the Parish. There was no update required on this occasion as Cllr H Ham normally provided a yearly update in October. **(noted)**
- c) **Highway Conditions and Maintenance:** general issues in regards to Highway Conditions and Maintenance within the Parish.
 - i) As reported at the last Council Meeting arrangements had been made to meet the Area Highway Engineer, Gemma Winslow, on the 14th June 2024 to view various areas of local concern and to build a working arrangement with the local Engineer. **(noted)**
 - ii) The Council had recently received an update on highway surfacing works generally but at Sheldon Lane and Corner in particular. These details had already been circulated to the Council's database. The details would also be sent to the Rugby Club in case they had no knowledge of the planned works. **(noted)**

027/24 STANDING ITEMS

- a) **Notice Boards:** The Council had raised the issue of replacement notice boards at Lanhill and Sheldon and possibly in Allington Lane. The matter had been deferred to a future Council Meeting. In the meantime it had been noted that the Sheldon notice board glass/perspex door panel had been damaged and would require short-term replacement. **(noted)**
- b) **Emergency Planning:** Cllr H Ham advised that he would be considering updates as circumstances changed. **(noted)**
- c) **Flooding/Drainage:** A meeting had been held with the Area Highway Engineer, Gemma Winslow, on the 14th June 2024 and various areas of local concern had been visited. **(noted)**
- d) **Community Safety/Neighbourhood Watch Scheme:** There had been no change in circumstances since the last Council Meeting. **(noted)**
- e) **Parish/Community/Website/Newsletters/Social Media:** general issues and Parish communications, including communication between Elected Members. There had been little response to the last Newsletter and with another edition required for the Autumn the value of continuing was questioned. Cllr M Brinkworth emphasised that regular communication was a valuable thing to do so that recipient's interest was maintained. Cllr H Ham reminded all of the considerable time and effort that was required to produce each edition. It was suggested that perhaps an Xmas/Winter edition could be the next. This would be confirmed at the next Council Meeting.
- f) **Parish/Community Hall:** consultation, funding and general planning issues. The matter had appeared on the Council Agenda for a number of years and **the**

Council agreed that the time had come for a decision to be made on the principle, the need, and the practicalities. The Council would receive a report at the next Council Meeting to consider options and to determine whether to proceed further.

- g) **Insurance:** There was no update required. **(noted)**
- h) **Council Standing Orders & Code of Conduct:** There was no update required. **(noted)**
- i) **Asset Register:** There was no update required. **(noted)**
- j) **School Governor's Report/s:** There were no Reports. **(noted)**
- k) **Risk Assessment, Health & Safety and Management Register:** There was no update. **(noted)**
- l) **Freedom of Information Act-Publication Scheme:** There was no update. **(noted)**
- m) **Data Protection. GDPR:** There was no update required. **(noted)**
- n) **Neighbourhood Planning.** The Neighbourhood Plan had been adopted and the Council will monitor and review as necessary. This will now become a Standing Item on future Agendas. Minute 028/24 (a) below refers **(noted)**

028/24 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) **Neighbourhood Planning.** The Neighbourhood Plan had been adopted and the Council will monitor and review as necessary. This will now become a Standing Item on future Agendas. Minute 027/24 (n) above refers. **(noted)**
- b) **The Longstone – A420.** There had been no change in circumstances since the last Council Meeting and Cllr C Harford reported that he would visit on the 24th July and determine what the present condition was and what works were required. Cllr M Muller agreed to assist. **(noted)**
- c) **Parish Council Database.** There had been no change in circumstances since the last Council Meeting. **(noted)**
- d) **Parish Entrance Gates.** Since the Council had last met some damage had occurred to an entrance gate and replacement signage ordered. As this had occurred previously a stock of signs would be held. There had been some disagreement with a neighbouring Parish on the siting of the Showell Farm crossroads entrance gate and although all proper practice had been followed including gaining Highway Authority approval **the Council agreed that** in an act of neighbourly good faith the gate would be slightly moved. There would be the need for the Licensed contractor to be re-employed to carry out the works to comply with Highway Authority requirements.
- e) **Wiltshire Operational Flood Group North (OFGN).** Flood Group Hybrid Meetings had been held on the 23rd May and 11th July 2024 in the Melksham

Community Campus, although hybrid joining had been available. Cllr S Eades reported that he had raised local concerns including those in Fowlswick Lane. Also those in Allington Lane, particularly the Stonehayes issues and identified that there was a possibility of grant aid to assist the owners in resolving problems. They had been informed. Cllr Eades felt that attendance at the Flood Group was a tedious process as there were so many attendees and participants and that perhaps an easy way to circumvent this was to simply write directly to the officers involved, possibly using Renate Malton the Floor Resilience Officer. The next Meeting was scheduled for Thursday 26th September 2024. **(noted)**

- f) **Chippenham Local Highway and Footpath Group (LHFIG).** The LHFIG would meet next on the 25th July 2024. The updated Note Tracker had not yet been received. As in the case of the Flood Group North it was felt that attendance was a tedious process, there being many attendees all concerned with their own local issues and that there was little progress being made on many of the issues including those in the Chippenham Without Parish. It was felt that it was not worthwhile attending for a 5 minute slot where there was little chance of changing things, particularly as there was so little money available to carry out works. The Yatton Keynell Parish legitimate question had yet to be answered and there was a need for the budget provision to be significantly increased to achieve the works required. Dates for future Meetings were 10th October 2024 and 9th January 2025. **(noted)**
- g) **Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum.** The Area Board had last met on Monday 10th June 2024 in the Wiltshire & Swindon History Centre. The next Meeting was scheduled for 2nd September 2024. The Parish Forum had met on the 19th June 2024 in the Christian Malford Village Hall. Cllr H Ham and Cllr S Eades had attended. The next was scheduled for Wednesday 25th September 2024 at 7.00pm in Kington St Michael Village Hall. **(noted)**
- h) **Defibrillator Training Session.** The Council had previously agreed to be part of a joint session with other Parishes. **(noted)**
- i) **Wiltshire Council - Briefing Note 23-34.** This item had appeared on the last Agenda and was included as a reminder. The Council had received a Briefing Note in regards to the Substantive Highways Scheme Fund Bid Application Process 2024/25. Applications for competing bids were to be submitted by Friday 15th December 2023. It had been agreed that as this was a yearly invitation the Council should use the next 11 months (from November 2023) to consider proposals in readiness to submit. The Council had previously discussed the potential of including an improvement scheme for the Fowlswick Lane/Yatton Keynell crossroads as a bid. It was agreed that Cllr H Ham would contact Gemma Winslow to discuss what local possibilities existed in the Parish. **(noted)**
- j) **Wiltshire Council - Briefing Note 24-09.** The Council noted receipt of a Briefing Note in regards the Defra Simpler Recycling update. **(noted)**
- k) **Wiltshire Council - Briefing Note 24-10.** The Council noted receipt of a Briefing Note in regards the Local Development Order Consultation-Revamp Your Tank Scheme. **(noted)**

- l) **Wiltshire & Swindon Rural Housing Needs Project.** The Council had received details from the Community First, Rural Housing Enabler, concerning the lack of affordable housing in Parishes. Advice and support was offered to help rural communities and ways of working to meet local needs. **(noted)**
- m) **Wiltshire Council - Briefing Note 24-11.** The Council noted receipt of a Briefing Note in regards the Management of Council Business and Publicity during the pre-election period. **(noted)**
- n) **Wiltshire Council - Briefing Note 24-12.** The Council had received a Briefing Note in regards the Local Nature Recovery Strategy (LNRS) a mechanism to deliver nature recovery at a local and regional scale. Wiltshire Council had been appointed by DEFRA as responsible for preparing the LNRS for Wiltshire and Swindon. **(noted)**
- o) **Wessex Water – Flood Warden Spring Newsletter 2024.** The Council had received the Spring edition of the Newsletter that amongst other things focused on the Flood Warden Role and upcoming Flood Warden training support. **(noted)**
- p) **Wiltshire Council - Briefing Note 24-13.** The Council noted receipt of a Briefing Note in regards to Housing Land Supply and Housing Delivery Test. **(noted)**
- q) **Wiltshire Council - Briefing Note 24-14.** The Council noted receipt of a Briefing Note in regards to the Launch of the third Solar Together scheme in Wiltshire and Swindon. **(noted)** The Council felt that it could be worthwhile if this was circulated to the Council’s database.
- r) **Wiltshire Bobby Van Trust.** The Council had received a letter from the Trust seeking financial support towards the Charity’s work. Following consideration the Council agreed to provide a £200.00 Section 137 Grant to the Trust. **Cllr H Ham proposed, Cllr C Harford seconded and RESOLVED UNANIMOUSLY**
- s) **Wiltshire and Swindon Prepared – Emergency Contact Hubs.** The Council had received an invitation to sign up to the Emergency Contact Hubs scheme. The Council had received previous communications requesting that the Parish Emergency Coordinator register with the Local Resilience Forum (LRF). The Council was reminded that a LRF event had been held in August 2023 at Tidworth. The Council considered that there was no suitable public meeting place to register.
- t) **Wiltshire Council - Briefing Note 24-15.** The Council noted receipt of a Briefing Note in regards to the Local Nature Recovery Strategy (LNRS) update. This included details of a live online interactive survey between 22nd July and 9th August 2024 and two webinars, for farmers and landowners on the 23rd July and open to all on the 25th July 2024. Cllr S Eades confirmed that he had registered for the landowners session on the 25th July 2024. **(noted)**
- u) **Neighbourhood Police – Rural Engagement Week.** The Neighbourhood Policing Team would visit on Monday 5th August 2024 13:00 – 14:00 in the Kington St Michael Village Hall Car Park and Tuesday 6th August 2024 10.00-11.00 in The Bell Car Park, Yatton Keynell. There were other venues. The Council suggested that the poster should be placed in the notice boards and circulated to the Council’s database. **(noted)**

029/24 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

There were no issues raised.

030/24 DATE OF NEXT MEETING

The date of next Full Council Meeting was scheduled for **7.15pm, Monday 23rd September 2024.**

Signed:

Chairman, Chippenham Without Parish Council

Date: **23rd September 2024**