

CHIPPENHAM WITHOUT PARISH COUNCIL

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24th September 2025

Dear Councillor,

You are summoned to a **Meeting of the Chippenham Without Parish Council**, which will be held on **Monday 29th September 2025** commencing at **7.15 pm** in The Pavilion, Allington Fields, Frogwell, Chippenham SN14 0YZ. The Press and Public are welcome to attend the Meeting.

Yours faithfully,

Vivian Vines

Vivian A Vines MBE SLCC
Clerk of the Council

FULL COUNCIL MEETING 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: To receive and agree Apologies received from Council Members. **(For Decision)**
Apologies have been received from Wiltshire Cllr H Greenman.

2. DECLARATIONS OF INTEREST: To note Declarations of Interests in accordance with the Chippenham Without Parish Council's Code of Conduct and Standing Orders including any Dispensations required under the Code of Conduct. **(to note)**

3. MINUTES: To receive, consider and confirm the Minutes of the Parish Council Meeting/s

Council Meeting 28th July 2025. **(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)

There are no planning applications to consider at the time of publication of the Agenda. **(to note)**

Planning General: To receive notification of any planning decisions received or other planning related Matters

- a) PL/2025/04898 - Householder Application
Proposed single-storey extension, installation of one window, and internal

layout alterations
Allington Hall, Allington, Chippenham, SN14 6LW
For Wikstrom **Approved with Conditions 20th August 2025**

- b) PL/2025/04898 – Works to Listed Building
Proposed single-storey extension, installation of one window, and internal layout alterations
Allington Hall, Allington, Chippenham, SN14 6LW
For Wikstrom **Approved with Conditions 20th August 2025**
- c) PL/2025/06438 – Listed Building Consent (Alt/Ext)
Single storey rear infill extension and replacement timber windows
1, Lodge Cottages, Lanhill, Chippenham Wiltshire SN14 6LY
For Mr Snell and Miss Sumsion **Refused by Wiltshire Council 18th September –2025**
- d) PL/2025/06274 – Householder Planning Permission
Single storey rear infill extension and replacement timber windows
1, Lodge Cottages, Lanhill, Chippenham Wiltshire SN14 6LY
For Mr Snell and Miss Sumsion **Refused by Wiltshire Council 18th September -2025**

There are no further matters to report at the time of publication of the Agenda. **(to note)**

5. FINANCE: To consider financial matters and to receive notification of any receipts and invoices for payment

- a) **Payments to make** To consider and approve any payments required **(For Decision)**

There are no invoices to pay at the time of publication of the Agenda. **(to note)**

- b) **Payments made since last Meeting** To note that there have been no payments made since the last Council Meeting. **(to note)**

- c) **Receipts** To note that there have been no receipts since the last Council Meeting. **(to note)**

Wiltshire Council. BACs payment. Precept 25/26 Tranche 2. 23.09.25 £ 6,000.00

- d) **Bank Account Balance/s** To note Bank Account Balance/s: **(to note)**

HSBC Account No. 00000074	17 th September 2025	£ 26,768.61
HSBC Account No. 00000082	17 th September 2025	£ nil
Santander Business Account No 00000018	2 nd September 2025	£ 32,920.49
Santander Business Bond Account No 00000095	5 th April 2025	£ 62,925.55

- e) **Santander Bank Account/s - Chippenham** To receive any updates. **(to note)**

- f) **HSBC Bank Account/s - Chippenham** To receive any updates. **(to note)**

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. Remaining Parish Steward visits for 2025 are scheduled for the 22nd October, 24th November and 16th December 2025. A Parish Steward Scheme Scope of Works has been provided. **(see attached) (to note) (For Decision)**
- b) Rights of Way – To raise general issues and to receive any updates. A later Agenda item refers to improving Rights of Way at a local level. **(For Decision)**
- c) Highway Conditions and Maintenance: To raise general issues and to receive any updates. **(For Decision)**

7. STANDING ITEMS:

- a) Notice Boards: Pursuant to Minute 029/25 (a). To receive any updates. **(to note) (For Decision)**
- b) Emergency Planning: To consider Emergency Planning issues within the Parish. Pursuant to Minute 029/25 (b). To receive any updates. **(to note) (For Decision)**
- c) Flooding/Drainage: To consider general flooding and drainage matters within the Parish. Pursuant to Minute 029/25 (c). To receive any updates. **(to note) (For Decision)**
- d) Community Safety/Neighbourhood Watch: To raise general issues and to receive any updates. **(to note) (For Decision)**
- e) Parish/Community/Website/Newsletters/Social Media: To consider general issues and Parish communications, including communication between Elected Members. Members should consider their contact details and website information. Pursuant to Minute 029/25 (e). The Council should also consider further the issue of Parish Newsletters. **(to note) (For Decision)**
- f) Insurance: To consider and agree necessary amendments. No updates are required **(to note)**
- g) Council Standing Orders & Code of Conduct: To consider and agree necessary amendments and updates. No updates required at this Meeting. **(to note)**
- h) Asset Register: To consider and agree necessary amendments and updates of Register. No updates required at this Meeting. **(to note)**
- i) School Governor's Report/s: To receive and to note any Report received. **(to note)**
- j) Risk Assessment, Health & Safety and Management Register: To consider and agree necessary amendments and updates of the Register. No update required at this Meeting. **(to note)**
- k) Freedom of Information Act-Publication Scheme: To consider and agree necessary amendments and updates of Freedom of Information Register. No updates required at this Meeting. **(to note)**
- l) Data Protection. GDPR – To raise general issues and to receive any updates. Council Members are reminded of their responsibility in this matter, as they become controllers of information provided to them. **(to note)**
- m) Neighbourhood Planning. To consider 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) **Discretionary Gully Service.** Pursuant to Minute 030/25 (a). To receive and note any reports and updates and to consider any further actions required. **(to note) (For Decision)**
- b) **Parish Council Database.** To receive any updates. . There has been no change since the Council last met. Promotion of the database in the next Newsletter could increase distribution numbers. **(to note) (For Decision)**
- c) **Parish Entrance Gates.** To receive any updates. **(to note)**
- d) **Wiltshire Operational Flood Group North.** The Flood Group met on the 18th September 2025 10.00-12.00 as a Hybrid Meeting. (Council Chamber Monkton Park/Teams). To receive any updates. The date of the next Meeting is Thursday 20th November 2025, 10.00 to 12.00. The venue and hybrid meeting details will be provided. **(to note) (For Decision)**
- e) **Chippenham Local Highway and Footpath Group (LHFIG).** A LHFIG Meeting was held on the 9th June 2025. The Note Tracker was received and previously circulated. To consider any actions required. The date of the next LHFIG Meeting is the 16th October 2025 at 10.00am to be held in Committee Room A, Monkton Park Council Offices. The Note Tracker will be provided when available. **(to note)**

Pursuant to Minute 030/25 (e)

Members are reminded that LHFIG has agreed to take no further action on any highway improvements at Allington Crossroads until a decision on the Rugby Club's A350 access proposals are determined. Notetracker Para 9.6 item 4-23-23 refers. **(to note) (For Decision)**

Members are also reminded that LHFIG has agreed to await the completion of the LSS and no further action on any speed limit implementation or highway improvements regarding the A420 Bumpers Farm roundabout to B4039 Yatton Keynell slip road turning. Members will be aware that the Council part funded an Atkins survey. Notetracker Para 6.12 item 4-21-28 refers. **(to note) (For Decision)**

Members attended an informal meeting with the Chippenham RFC to discuss the implications of their failed bid for an access off of the A350. Alternative options were discussed. To receive any reports and updates and consider how to progress matters. **(see attached) (to note) (For Decision)**

- f) **Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum.** The Area Board met on Monday 15th September 2025 at 7.00pm in the Wiltshire History Centre, Chippenham. To receive any updates. The next is scheduled for the 10th November 2025 at the same venue. A further date is scheduled for the 9th February 2026. The Parish Forum met on Wednesday 24th September 2025 at 7.00pm in Kington St Michael Village Hall. The Guest Speaker was from the Wiltshire Bobby Van Trust. To receive any updates. The next Forum Meeting is scheduled for Wednesday 26th November 2025 at 7.00pm in a venue to be advised. **(to note) See also Agenda item 8 (o)**
- g) **Defibrillator Provision within the Parish.** Pursuant to Minute 030/25 (g). To receive any updates. **(to note)**
- h) **CCTV provision at the Rugby Club end of Frogwell Lane.** Pursuant to Minute 030/25 (h). The issue is to be raised with the LHFIG to gain support and advice from Highway Officers and potential funding. To receive any updates. **(to note) (For Decision)**
- f) **Wiltshire Council – Improving the Rights of Way Network at a Local Level.** Pursuant to Minute 030/25 (o). To receive any updates. **(to note) (For Decision)**
- g) **Wiltshire Council PEAS 25/26.** Pursuant to Minute 030/25 (q). The Council has received the annual request for the coming winter season planning requirements. To receive any updates. **(see attached) (For Decision)**
- h) **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 16th September and 18th November 2025 at 10-12am and 1-2pm in Chippenham Library, Market Place, Chippenham. **(to note)**
- i) **Wessex Water – Wiltshire Flood Warden Workshops.** The Council has been advised that Wessex Water and Wiltshire Council are running two flood warden workshops during September. The sessions will be on 16th September, Marlborough and 30th September, Salisbury 10.00am to 15.30pm. **(see attached) (to note)**
- j) **Wessex Water – Lunch & Learn sessions.** The Council has been advised that Wessex Water run sessions and following one held on the 17th July provided information and guidance on flood resilience and flash flooding and future online meeting dates. **(see attached) (to note)**
- k) **Community First AGM & Awards.** The Council has been advised that this will take place on Wednesday 8th October 2025, 5.30 to 7.30pm in Devizes Town Hall. Members will be aware that Community First has recently advised that they are seeking Trustees and a Trustee Chair. **(to note)**
- l) **Community Governance Review (CGR).** The Council will recall that under previous CGR's land within the Parish has been under consideration for transfer into Chippenham and Yatton Keynell. The Parish being sited so close to Chippenham is threatened. Notification has been received that the Electoral Review Committee of Wiltshire Council will be considering future CGR's that should be conducted every 10-15 years or as circumstances require. The Council is not being asked for their opinion on potential

changes but for their Clerk to provide factual information to advise if their Parish should be prioritised for review. Also if they wish to request any changes. Details are attached. The CGR will take place whether the Council wish it to, or not, and the Council may wish to be proactive rather than re-active in order to reduce any negative impacts that might be proposed by others. **(see attached) (For Decision)**

- m) **Wiltshire & Swindon Local Nature Recovery Strategy (LNRS).** From previous reports and consultations the Council is aware of the lengthy process to date and has been advised that the LNRS is now progressing to its adoption and publication process. During October Wiltshire Council will consider its adoption, publication and submission to DEFRA. Once adopted the LNRS will enter its delivery stage. Wiltshire Council has provided an update for Parish Councils. **(see attached) (to note)**
- n) **Wiltshire Neighbourhood Watch Association AGM.** The Council has been advised that this will take place on Saturday 18th October 2025 at Wiltshire Police HQ, Devizes at 10.00am. Guest Speakers will be Chief Constable, Catherine Roper and Philip Wilkinson, Police & Crime Commissioner. **(see attached) (to note)**
- o) **ANPR Camera – Burton.** Parish Forum Members have received a Neighbourhood Policing Team update advising that research shows that many burglary offenders in the rural area are likely to live outside of Wiltshire and that offences in the villages adjacent to the B4049 from the Acton Turville direction through to the A420, including the Allington area suffer badly. There are proposals to install an ANPR camera on the route that could vastly improve detection rates but that this would be subject to funding. It has been suggested that a camera installation would cost around £5k and that with local Parish Council support this could be installed within a short timetable. To consider a Section 137 Grant towards the project. **(For Decision)**

9. COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING:

An opportunity to raise items and issues which cannot be dealt with by the Clerk and which do not require a policy decision other than referral to a future Full Council Meeting.

- i) To meet the timescale of Wiltshire Council the Council will consider their Budget and Precept Requirement for Year 2026/27 at the next Council Meeting. **(to note)**

10. DATE OF NEXT MEETING: The next Full Council Meeting is scheduled for **Monday 24th November 2025 at 7.15pm.**