

# CHIPPENHAM WITHOUT PARISH COUNCIL

[www.chippenhamwithoutparishcouncil.gov.uk](http://www.chippenhamwithoutparishcouncil.gov.uk)

18<sup>th</sup> February 2026

Dear Councillor,

You are summoned to a **Meeting of the Chippenham Without Parish Council**, which will be held on **Monday 23<sup>rd</sup> February 2026** 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)**

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 24<sup>th</sup> November 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)

- a) PL/2025/09356 – Listed Building Consent (Alt/Ext)  
Replacement and renewal of existing windows and door to main house  
Allington House, Allington, Chippenham SN14 6LN  
For Mr and Mrs Malcolm and Bee Brinkworth \*

\* The Council responded within the Wiltshire Council timescale raising no objections.

- b) PL/2025/09650 – Householder Planning Permission  
Alterations to annex (retrospective)  
Lanhill House, Lanhill, Chippenham SN14 6LY  
For Mr and Mrs Allam **(see online) (For Decision)**
- c) PL/2026/00471 – Listed Building Consent (Alt/Ext)  
Alterations to annex (retrospective)  
Lanhill House, Lanhill, Chippenham SN14 6LY  
For Mr and Mrs Allam **(see online) (For Decision)**

There are no further 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

- d) Wiltshire Gypsies and Travellers Development Plan Document Update (DPD).

Notification was received that Wiltshire Council were re-commencing the process following the deferment of a decision and as part of the review they had re-opened their “call for sites” giving the opportunity for landowners to submit sites for assessment and potential allocation in the revised DPD. The Council considered this at the last Council Meeting and determined that there were no suitable sites within the Parish that could be suggested, as Chippenham Without is an un-sustainable location.

At the time of Agenda publication there are no further updates. **(to note)**

- e) Notice of Acceptance of an application for a Development Consent Order (DCO) by the Planning Inspectorate (on behalf of the Secretary of State) under Section 56 of the Planning Act 2008 Lime Down Solar Park.

Notification was received that proposals (EN010168) for Five Solar Array Sites, etc. was submitted to the Secretary of State on the 19<sup>th</sup> September 2025 and was accepted for examination on the 17<sup>th</sup> October 2025. Hard copy details could be viewed at Malmesbury, Chippenham, Corsham, Melksham and Yate Libraries. Representations and PINS Registration was required by 23:59pm Friday the 9<sup>th</sup> January 2026. The Council previously discussed this large scale proposal and submitted comments and the Clerk registered their interests within the required timescale to allow them to comment further as the examination proceeds. **(to note)**

Following on from the above the Council registered so that they could be involved in further stages and the Council have received invitations to preliminary meetings and hearings as an interested Party Ref: F473BB1DF. Details are attached. **(see attached) (to note) (For Decision)**

- f) PL/2024/09410 – Full Planning Permission  
Construction and operation of a solar farm together with all associated works, equipment and necessary infrastructure  
Land East of Battens Farm, Allington, Chippenham SN14 6LT  
For Noventum Power Ltd **Approved with Conditions 17<sup>th</sup> December 2025**

There are no further planning matters to report at the time of Agenda publication. **(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 **(see attached) (For Decision)**

Clerks Expenses Mr V A Vines Year 2025.2026 Claim Form 20.02.26	£ 1,178.61
Clerks Net Salary Mr V A Vines Year 2025-2026 Claim Form 20.02.26	£ 4,368.00

Clerks HMRC Year 2025-2026 PAYE

£ 1,092.00

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

HSBC Account No. 00000074	17 <sup>th</sup> December 2025	£ 31,873.61*
HSBC Account No. 00000082	17 <sup>th</sup> December 2025	£ nil
Santander Business Account No 00000018	2 <sup>nd</sup> September 2025	£ 32,920.49
Santander Business Bond Account No 00000095	5 <sup>th</sup> April 2025	£ 62,925.55

\* any later balances will be advised at the Council Meeting

- e) **Santander Bank Account/s - Chippenham** To receive any updates. **(to note)**
- f) **HSBC Bank Account/s - Chippenham** To receive any updates. The Bank had now completed their Safeguarding review. **(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. Parish Steward visits are scheduled for the 23<sup>rd</sup> February, 23<sup>rd</sup> March, 23<sup>rd</sup> April, 22<sup>nd</sup> June, 22<sup>nd</sup> July, 22<sup>nd</sup> September, 22<sup>nd</sup> October, 23<sup>rd</sup> November and 15<sup>th</sup> December 2026. However, at the present time the service has been suspended for a concentration of highway pothole repairs throughout the County. **(to note) (For Decision)**
- b) Rights of Way – To raise general issues and to receive any updates. **(to note) (For Decision)**
- c) Highway Conditions and Maintenance: To raise general issues and to receive any updates. **(to note) (For Decision)**

## 7. STANDING ITEMS:

- a) Notice Boards: To receive any updates. **(to note) (For Decision)**
- b) Emergency Planning: To consider Emergency Planning issues within the Parish. To receive any updates. **(to note) (For Decision)**
- c) Flooding/Drainage: To consider general flooding and drainage matters within the Parish. 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 050/25 (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) 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)**
- j) 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)**

- k) 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)**
- l) 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.** 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) **Wiltshire Operational Flood Group North.** The Flood Group last met on Wednesday 21<sup>st</sup> January 2026, 10.00 - 12.00. The Agenda, venue and hybrid meeting details were provided. The date scheduled for a further Flood Group Meeting is the 18<sup>th</sup> March 2026. Notes from the last Meeting are now available. **(see attached) (to note) (For Decision)**
- d) **Chippenham Local Highway and Footpath Group (LHFIG).** The last LHFIG Meeting was held on the 8<sup>th</sup> January 2026 at 10.00am in Committee Room A, Monkton Park Council Offices. The Note Tracker has been provided. The date of the next LHFIG Meeting is yet to be advised. The Highway Engineer has offered to visit on the 20<sup>th</sup> February 2026 at 10.00am to meet in Allington Farm Shop Car Park to tour the Parish and discuss local issues. **(to note) (For Decision)**
- e) **Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum.** The Area Board met on Monday 9<sup>th</sup> February 2026 in the Wiltshire History Centre, Chippenham. The next is scheduled for the 1<sup>st</sup> June 2026 in the same venue. To receive any updates. The Parish Forum met on Wednesday 26<sup>th</sup> November 2025 at 7.00pm in the St Mary Magdalene Church, Hullavington. The Guest Speaker was from the SSEN (Scottish & Southern Electricity Networks). The next Parish Forum Meeting was scheduled for Wednesday 25<sup>th</sup> February 2026 at 7.00pm in Kington St Michael Village Hall. The Guest Speaker being Simon Smith, Wiltshire Council Senior Planning Officer. He has been provided with advance warning of specific questions so that he can be properly prepared. However, this has **now been postponed until the 25<sup>th</sup> March 2026** in the same venue. **(to note) (For Decision)** .
- f) **Defibrillator Provision within the Parish.** To receive any updates. S W Ambulance Trust raised the issue of a training session and a joint arrangement has been made using the Goss Croft Hall, Upper Seagry on the 14<sup>th</sup> April 2026 at 7.00pm. **(to note) (For Decision)**
- g) **Community Governance Review (CGR).** Pursuant to Minute 49/25 (r). Notification has been received that the Electoral Review Committee of Wiltshire Council will not be considering Chippenham Without Parish in their first reviews. **(to note)**
- h) **Wiltshire Council Briefing Note 25-09.** The Council has received a Briefing Note in regards to the Community Governance Review process. **(see attached) (to note)**
- i) **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 Tuesdays 10<sup>th</sup> March and 5<sup>th</sup> May 2026 at 10-12am and 1-2pm in Chippenham Library, Market Place, Chippenham. **(to note)**
- j) **Flood Wessex Lunch & Learns Sessions.** The Council has received invitations. Future online Sessions are planned for the 19<sup>th</sup> February and 19<sup>th</sup> March 2026 and details have been provided. **(see attached) (to note)**

- k) **Wiltshire Council Briefing Note 25-10.** The Council has received a Briefing Note in regards to the Us Girls Melksham pilot. **(see attached) (to note)**
- l) **WALC Environment Network.** The Council received an invitation to the inaugural meeting of the new Network. Details are attached. The meeting took place by ZOOM on Thursday 29<sup>th</sup> January 2026 between 12:00 and 13:00. The Clerk attended and will provide an update. **(see attached) (to note) (For Decision)**
- m) **CPRE Wiltshire – Best Kept Village Competition 2026.** The Council has received an early approach reminding Councils that they might like to enter this year's Competition that marks 100 years of the CPRE. It is usual for the Parish Council to ascertain the views of the Parish at the Annual Parish Meeting. **(see attached) (to note)**
- n) **Wiltshire Council Planning Town and Parish Council Forum.** The Council has received an invitation to attend this event to be held on Tuesday 10<sup>th</sup> March 2026 at 5.00pm at County Hall, Trowbridge. Preliminary details are attached. **(see attached) (to note)**
- o) **Scottish & Southern (SSEN) Stakeholders Workshops.** The Council has received an invitation to help shape a new ED3 Business Plan. In person sessions are arranged with a Webinar to be held on the 26<sup>th</sup> March 2026. **(see attached) (to note)**
- p) **Wiltshire Association of Local Councils (WALC).** The Council has been advised of a number of Members' Training opportunities. The Council has a training budget and Members might like to take the opportunity of attending a session in the next few months. **(see attached) (to note)**
- q) **Wiltshire Council Briefing Note 26-01.** The Council has received a Briefing Note in regards to the Future Energy Landscapes project. **(see attached) (to note)**

**9. ANNUAL PARISH MEETING 2026:** The Annual Parish Meeting is scheduled for Monday 27<sup>th</sup> April 2026 at 7.30pm in The Pavilion, Allington Fields, Frogwell. There is a legal requirement to hold an Annual Parish Meeting between 1<sup>st</sup> March and 1<sup>st</sup> June each year. The Council will wish to gain maximum publicity, possibly through a Newsletter. Alternatively, the Parish Council may consider delaying the Annual Parish Meeting in a similar manner as the last couple of years and in this respect the Parish Council will hold their Annual Council Meeting (ACM) on **Wednesday 27<sup>th</sup> May 2026** to comply with legal timescales. At the present time this is scheduled to start at 7.15pm to be followed by a Council Meeting (CM). In theory the Annual Parish Meeting (APM) could follow these two Meetings, which has occurred on previous occasions. So for instance the ACM could start at 6.15pm, the CM at 6.30pm and the APM at 7.30pm. **(For Decision)**

There needs to be a legal framework to the Annual Parish Meeting and the legal requirements met, to include a Parish Council Annual Report, usually via a Council Chairman's Report and Budget 2026-2027 information. The opportunity should also be given for Reports from any Parish Council Sub-Groups or Committees, Local Organisations also an Annual Report from the Wiltshire Council Member. The remainder of the Agenda can be flexible and is in the hands of Parishioners in attendance. In previous years as a starting point the Council has suggested some Agenda items that might be appropriate. The Council should agree Agenda items and arrangements for the Annual Parish Meeting. At this time they could include:

- a. Keep Britain Tidy – Great British Spring Clean (Litter Pick)
- b. Community Safety/Neighbourhood Watch/Emergency Plan
- c. Traffic Speeds
- d. Parish Database-Communications/Newsletters
- e. Neighbourhood Plan – future requirements
- f. Rights of Way – Footpath maintenance – Community Warden/s
- g. CPRE Best Kept Village Competition 2025
- h. Defibrillator Provision
- i. Flooding – Flood Plan - Community Flood Warden/s

Should the Council determine that the Annual Parish Meeting is held on the 27<sup>th</sup> May 2026 then the final Agenda items and arrangements can be left until the Council's next Meeting on the 27<sup>th</sup> April 2026. **(to note)**

**10. 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.

**11. DATE OF NEXT MEETING:** The next Full Council Meeting is scheduled for **Monday 27<sup>th</sup> April 2026 at 7.15pm.**