

CHIPPENHAM WITHOUT PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.15pm

at

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

23rd February 2026

Present: Cllr H Ham (Chairman), Cllr C Harford (Vice Chairman), Cllr S Eades and Cllr J Savage.

Also Present: Wiltshire Cllr H Greenman and Mr V Vines 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 reminded the Council that the Chippenham Community Area Parish Forum would now meet on Wednesday 25th March 2026 at 7.00pm in the Kington St Michael Village Hall. The Guest Speaker would be Mr Simon Smith of Wiltshire Council Planning Services. He advised that Wiltshire Council would be setting their Budget and had set aside 2 days for the Full Council Meeting.

There were no further Reports received.

054/25 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr M Muller.

055/25 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.

056/25 MINUTES Members had been previously circulated with the Minutes.

The Council received, approved and signed as a true record the Minutes of the Parish Council Meeting held 24th November 2025. **Cllr H Ham proposed, seconded Cllr C Harford and RESOLVED UNANIMOUSLY** Cllr J Savage asked that Minute 049/25 (c) be noted and that temporary solutions particularly affecting Allington crossroads had not been found. **(noted)**

057/25 PLANNING

Planning Applications: Prior to the consideration of any Planning Applications received, the opportunity was given for Applicants and their Representatives and any other interested parties to address the Council. There were no representations received.

- 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 had 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

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

Cllr H Ham proposed, Cllr S Eades seconded and RESOLVED UNANIMOUSLY

- c) PL/2026/00471 – Listed Building Consent (Alt/Ext)
Alterations to annex (retrospective)
Lanhill House, Lanhill, Chippenham SN14 6LY
For Mr and Mrs Allam

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

Cllr H Ham proposed, Cllr S Eades seconded and RESOLVED UNANIMOUSLY

- d) PL/2026/01012 – Householder Planning Permission
Two storey extension to side of existing dwelling
1 New Cottage, Sheldon Corner, Chippenham SN14 0RF
For Mr Tim Reynolds

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

Cllr S Eades proposed, Cllr H Ham seconded and RESOLVED UNANIMOUSLY

- e) PL/2025/00164 – Full Planning Permission
Demolition of existing storage sheds and erection of new storage building
Beaufort Building, Bristol Road, Allington, Chippenham SN14 6NA
For Mr B Pocock – Bridge Contract Solutions Ltd

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

However, the Council noted that the new building will replace a number of ancillary single storey buildings/units/containers that are unsightly in this location. Consequently, the Council had some concerns as the development was in a prominent location on the A420 leaving Chippenham and the question was raised as to why, bearing in mind that the existing accommodation was only single storey, the proposed building was so high being 6 metres to eaves level. The Council would prefer a lower eaves height of perhaps 4.5 metres, which would reduce the scale and bulk of the building in this prominent location.

Cllr J Savage proposed, Cllr S Eades seconded and RESOLVED UNANIMOUSLY

There were no further planning applications considered.

Planning General: The Council received notification of planning decisions received, consultations or other planning related Matters.

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

Notification had been received that Wiltshire Council was 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 had considered this at the last Council Meeting and had determined that there were no suitable sites within the Parish that could be suggested as Chippenham Without was an un-sustainable location.. There were no further updates, although it was noted that the Government had added to the categories to include van-dwellers and settled travellers. **(noted)**

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

Following on from the above the Council had registered so that they could be involved in further stages and the Council had now received invitations to preliminary meetings and hearings as an interested Party Ref: F473BB1DF.

The Council was concerned about two particular aspects that had severe highway implications for the Parish that related to the favoured cable route from the solar park to the grid connection at Melksham. This route would run through parts of the western boundary of the Parish affecting also the adjoining Yatton Keynell, Biddestone and Corsham Parishes.

It was understood that to support the cable laying activity it was planned to have two operation support sites for managing the excavations, and the parking and maintenance of plant and trucks. The Council considered that these were a major infrastructure requirement for the whole project.

One site was within the Parish in the field bordered by Fowlswick Lane and the B4039 the through route from the A420 to Yatton Keynell with the Golf Driving Range to the North. Access to this field was proposed from Fowlswick Lane about 200 metres from the existing crossroads. The proposed opening serving an access track would require considerable enlargement and metaling, as would the Fowlswick Lane itself, which would need to be widened down to the crossroads. This would potentially require the removal of the mature hedgerow along the 200 metre length with verge and drainage implications. The existing crossroads was a known accident black spot and was far from ideal for use by plant and heavy vehicles.

The other potential access would be directly onto the B4039, on the western boundary of the field, which was also a traffic, hazard and which would require a large splayed access, with significant visibility splays and signage and a reduction in speed limit. It was considered that if either access proposal was adopted the entire length of mature hedgerow on the B4039 in the northern direction would need removal and replaced along a new visibility line to the crossroads. The change in landscape of this rural area required by these works to facilitate a safe highway arrangement would have significant detrimental impact on the overall character of the area.

The second proposed site borders the Parish in a field opposite Showell Farm, not within the Parish, but the problem here was again one of access, which would have to be off of the narrow Corsham Lane. However, Chippenham Without Parish had a significant interest in that routes to and from the proposed site were likely to be along Corsham Lane via Sheldon Corner and the Allington A420 Farm Shop crossroads. The reason being that while the access using the Corsham Lane off the A4 was feasible for large construction traffic, exiting back on to the A4 would be difficult and extremely dangerous. Consequently, as other narrow country lanes towards Chequers Farm and Biddestone are entirely impractical for heavy use, it was considered that access to this site would therefore have to be through the Parish. Thus there will be considerable highway safety implications and potential disruption to this often rat run narrow artery of the Parish especially at the joining local lane junctions, the Sheldon Corner blind spot and the A420 Allington Farm crossroads which will be totally unacceptable from a highway safety point of view as all are existing accident black spots.

The Wiltshire Council had objected to the Lime Down Project on a broad range of issues and it was unknown if Highway Officers had investigated local aspects and arising implications in submissions or whether they had left matters of detail to later stages of the process **and it was agreed that** the Parish Council should be proactive in raising areas of local concern at this time so that Officers were mindful of the Parish views that must be addressed at the appropriate time.

- h) 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 17th December 2025**

The Council noted this decision and particularly noted planning conditions 13, relating to surface water drainage and 14 relating to sustainable drainage. These related to areas of local concern and it was felt important that when any discharge of conditions were made that the planning officers were made aware of these matters alongside any other comments Council may wish to make on the other discharge matters.

In considering the item reference was made to other Solar farm proposals where developers had provided community benefit funding and to date there had been no mention of this in regard to this proposal. The Council would enquire as to the present position.

There were no further planning matters reported.

058/25 FINANCE The Council considered financial matters and received notification of receipts and payments

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

Clerks Expenses Mr V A Vines Year 2025.2026 Claim 20.02.26	£ 1,178.61
Clerks Net Salary Mr V A Vines Year 2025-2026 Claim 20.02.26	£ 4,368.00
Clerks HMRC Year 2025-2026 PAYE	£ 1,092.00
Kington St Michael PC. ANPR Camera donation	£ 185.55

Cllr H Ham proposed, Cllr S Eades seconded and RESOLVED UNANIMOUSLY

- b) **Payments since the last Council Meeting:** The Council **noted** that there had been no payments made since the last Council Meeting.
- 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 January 2026	£ 31,870.61
HSBC Account No. 00000082	17 th January 2026	£ 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:**

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

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

The Clerk reported that since the Council had last met the Bank had completed their Safeguarding review. **(noted)**

059/25 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 were scheduled for the 23rd February, 23rd March, 23rd April, 22nd June, 22nd July, 22nd September, 22nd October, 23rd November and 15th December 2026. However, at the present time the service had been suspended for a concentration of highway pothole repairs throughout the County. **(noted)**
- b) **Rights of Way:** general issues in regards to Public Footpaths and Bridleways within the Parish. There had been no change in circumstances since the last Council Meeting. **(noted)**
- c) **Highway Conditions and Maintenance:** general issues in regards to Highway Conditions and Maintenance within the Parish.

Concerns were raised in regards to the condition of the highway footpath from the Yatton Keynell A420 slip road towards the Garage site. The use of the highway verge and footpath by local farmers, instead of the highway had severely altered the safety of the footpath surface and width. The whole length needed remedial works and may be beyond the capabilities of the Parish Steward. Wiltshire Highways would be informed of the situation with a request for action.

Showell Lane Salt/Grit Bin. Following investigation by Cllr C Harford Wiltshire Council had no knowledge of the salt bin that had disappeared and a replacement would need to be funded by the Council. Costs would be investigated. **(noted)**

060/25 STANDING ITEMS

- a) **Notice Boards:** The Council would consider further notice board provision in due course. **(noted)**
- b) **Emergency Planning:** Pursuant to Minute 029/25 (b). Cllr H Ham had updated the Emergency Plan and lodged it with Wiltshire Council. **(noted)**
- c) **Flooding/Drainage:** Pursuant to Minute 040/25 (c). There had been no change in circumstances since the last Council Meeting. **(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. Members should still consider their contact details and website information for updating the website. The Council still needed to consider the production a Parish Newsletter or whether news and information could be circulated via the Council's database. Pursuant to Minute 029/25 (e) Cllr S Eades would produce an article for circulation that could also attract database interest. In the interim the Clerk would consider a Newsletter publicising the Annual Parish Meeting. **(noted)**
- f) **Insurance:** There was no update required. **(noted)**

- g) **Council Standing Orders & Code of Conduct:** There was no update required. **(noted)**
- h) **Asset Register:** There was no update required. **(noted)**
- i) **Risk Assessment, Health & Safety and Management Register:** There was no update. **(noted)**
- j) **Freedom of Information Act-Publication Scheme:** There was no update. **(noted)**
- k) **Data Protection. GDPR:** There was no update required. **(noted)**
- l) **Neighbourhood Planning:** There was no update required. **(noted)**

061/25 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) **Discretionary Gully Service.** The Council was aware that the discretionary gully crew would visit the Parish when requested. **(noted)**
- b) **Parish Council Database.** There had been no change in circumstances since the last Council Meeting. There remained a need to find a way to promote the service to increase numbers. **(noted)**
- c) **Wiltshire Operational Flood Group North.** The Flood Group had last met on Wednesday 21st January 2026. The Agenda, venue and hybrid meeting details had been provided. The date scheduled for the next Flood Group Meeting was the 18th March 2026. Notes from the last Meeting were now available. **(noted)**
- d) **Chippenham Local Highway and Footpath Group (LHFIG).** The last LHFIG Meeting had been held on the 8th January 2026 at 10.00am in Committee Room A, Monkton Park Council Offices. The Note Tracker had been provided. The date of the next LHFIG Meeting was the 31st March 2026. The Highway Officer had met the Council on the 18th March 2026 and toured the Parish to be shown the black spots and discuss local issues. The Officer had been amicable and had taken away a list of issues that would be given further consideration. **(noted)**
- e) **Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum.** The Area Board had met on Monday 9th February 2026 in the Wiltshire History Centre, Chippenham. The next was scheduled for the 1st June 2026 in the same venue. The Parish Forum had met on Wednesday 26th November 2025 at 7.00pm in the St Mary Magdalene Church, Hullavington. The Guest Speaker had been from the SSEN (Scottish & Southern Electricity Networks). The next Parish Forum Meeting had been scheduled for Wednesday 25th February 2026 at 7.00pm in Kington St Michael Village Hall with the Guest Speaker being Simon Smith, Wiltshire Council Senior Planning Officer. However, this had now been postponed until the 25th March 2026 in the same venue. **(noted)**
- f) **Defibrillator Provision within the Parish.** Cllr H Ham confirmed that new batteries and pads had been installed on both defibrillators. The S W Ambulance Trust had raised the issue of a training session and a joint arrangement had been

made using the Goss Croft Hall, Upper Seagry on the 14th April 2026 at 7.00pm. There was a need to advertise the session locally. **(noted)**

- g) **Community Governance Review (CGR).** Pursuant to Minute 49/25 (r). Notification had been received that the Electoral Review Committee of Wiltshire Council will not be considering Chippenham Without Parish in their first reviews. **(noted)**
- h) **Wiltshire Council Briefing Note 25-09.** The Council noted receipt of a Briefing Note in regards to the Community Governance Review process. **(noted)**
- i) **Wessex Water – Community Drop-in.** The Council was reminded that Wessex Water were holding sessions to allow customers to come and talk to them about water related issues, including bills. Local sessions were planned for Tuesdays 10th March and 5th May 2026 at 10-12am and 1-2pm in Chippenham Library, Market Place, Chippenham. **(noted)**
- j) **Flood Wessex Lunch & Learns Sessions.** The Council had received invitations. Future online Sessions had been planned for the 19th February and 19th March 2026 and details had been provided. **(noted)**
- k) **Wiltshire Council Briefing Note 25-10.** The Council noted receipt of a Briefing Note in regards to the Us Girls Melksham pilot. **(noted)**
- l) **WALC Environment Network.** The Council had received an invitation to the inaugural meeting of the new Network. Details had been circulated. The meeting took place by ZOOM on Thursday 29th January 2026 between 12:00 and 13:00. The Clerk had attended and provided a brief update. Notes of the presentation would be provided when available. **(noted)**
- m) **CPRE Wiltshire – Best Kept Village Competition 2026.** The Council had received an early approach reminding Councils that they might like to enter this year's Competition that marks 100 years of the CPRE. It was usual for the Parish Council to ascertain the views of the Parish at the Annual Parish Meeting. **(noted)**
- n) **Wiltshire Council Planning Town and Parish Council Forum.** The Council had received an invitation to attend this event to be held on Tuesday 10th March 2026 at 5.00pm at County Hall, Trowbridge. Preliminary details were circulated for Members further information. **(noted)**
- o) **Scottish & Southern (SSEN) Stakeholders Workshops.** The Council had received an invitation to help shape a new ED3 Business Plan. In person sessions had been arranged and a Webinar was to be held on the 26th March 2026. Details were circulated for Members further information. **(noted)**
- p) **Wiltshire Association of Local Councils (WALC).** The Council had been advised of a number of Member Training opportunities. The Council had a training budget and Members should take the opportunity of attending a session in the next few months. **(noted)**
- q) **Wiltshire Council Briefing Note 26-01.** The Council noted receipt of a Briefing Note in regards to the Future Energy Landscapes project. **(noted)**

062/25 ANNUAL PARISH MEETING 2026

The Annual Parish Meeting was scheduled for Monday 27th April 2026 at 7.30pm in The Pavilion, Allington Fields, Frogwell. There was a legal requirement to hold the Annual Parish Meeting between 1st March and 1st June each year. The Parish Council considered delaying the Annual Parish Meeting in a similar manner as the last couple of years and in this respect the Parish Council would hold their Annual Council Meeting (ACM) on **Wednesday 27th May 2026** to comply with legal timescales. At the present time this was scheduled to start at 7.15pm to be followed by a Council Meeting (CM). **The Council agreed that** the Annual Parish Meeting (APM) could follow these two Meetings, which had occurred on previous occasions. So the ACM would now start at 6.15pm, the CM at 6.30pm and the APM at 7.30pm. The Council wished to gain maximum publicity, possibly through a Newsletter.

There needed 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 would 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 would be flexible and was in the hands of Parishioners in attendance. In previous years as a starting point the Council had suggested some Agenda items that might be appropriate. At this time they included:

- 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 2026
- h. Defibrillator Provision
- i. Flooding – Flood Plan - Community Flood Warden/s

The final Agenda items and arrangements would be left until the Council's next Meeting on the 27th April 2026. **(noted)**

063/25 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

i) Cllr J Savage advised that he would not be available to attend the Annual Council Meeting, the Full Council Meeting and the Annual Parish Meeting scheduled for Wednesday 27th May 2026 and would need to give his apologies.

ii) Cllr S Eades gave preliminary notice that he may be leaving the Parish during the course of the year.

There were no further issues raised.

064/25 DATE OF NEXT MEETING

The next Full Council Meeting was scheduled for **7.15pm, Monday 27th April 2026.**

Signed:

Chairman, Chippenham Without Parish Council

Date: **27th April 2026**