



**Minutes of the Parish Council meeting  
held on 14 July 2025  
at 7.00pm in the Village Hall**

**Those Present:**

L Heren, S Wise, P Shaw, P Chilton, J Durrant, Seb Longo, A Bone, M Bowsher, C Trought and J Boldon. Also present was one member of the public.

**1 APOLOGIES FOR ABSENCE:**

Apologies were received from Peter Wragg, Sonya McMillan and J Parsons

**2 PUBLIC QUESTION TIME:**

A resident from Corsham Road raised the issue of the layby at Corsham Road – cars parked in it encroached onto the road and thus not allowing traffic to pass both ways. What the residents in the three properties would like would be for the layby to be opened up to allow drive-ways to be put in at the three houses. Parish Council support would be welcomed.

A blocked drain at the layby has been reported to WC but nothing done. The resident agreed to provide PC with photographic evidence showing how the layby floods.

PS Agreed to approach the LHFIG with a proposal to remove the layby and allow drop kerbs to the respective residential driveways. (PS Action 14/7/25 – 1)

PS Agreed to check that the Corsham Road Drains are included in the WCC Drains clearance/maintenance list. (PS Action 14/7/25 – 2)

**3 CARPENTERS ARMS – UPDATE:**

This item was carried forward to the September meeting

**4 DECLARATIONS OF INTEREST ON AGENDA ITEMS:**

There were none

## **5 MINUTES OF PREVIOUS MEETING:**

It was agreed (JB/PS) that the minutes of the meeting held on 9 June 2025 be signed as a true record.

## **6 UPDATE FROM MINUTES/ACTION LOG:**

There was nothing to discuss; three NT longstanding items

- 13. EV charging – update -to be provided when plans available
- 20. Parking on common at Stoggy Lane –update to be provided when plans available
- 127. Flooding above the common; situation is being monitored

## **7 NATIONAL TRUST UPDATE:**

NT update was circulated to members prior to the meeting and contents therein noted.

## **8 AREAS OF RESPONSIBILITY – REPORTS:**

### **A Bone –**

AB raised a concern about parking in the village particularly tradesmen’s vehicles taking up valuable parking spaces in the streets.

### **J Boldon –**

JB raised concern about the likely increase in through traffic coming from the proposed new housing development at Snarlton Farm. Melksham Without Parish Council (MWPC) to be asked if they have any historical data re traffic numbers over the years due to the new estates, LS Action 14/7/25 – 3

PS Agreed to review traffic historical data from 2022 with a view to comparing increased traffic in the interim 3 years since new build in Melksham Without. If this data is available, we would be able to project an estimate of future traffic increase providing ‘robust evidence’ to justify S106 or Community Infrastructure Levy application – PS Action 14/7/25 – 4.

### **M Hunt –**

Explained school’s position on the stopping up compromise offered by Wilts Highways and the outcome of meeting with Head and Finance officer 14/7/25. Will seek supporting letters from identified parents who have specific concerns for safety around school gate due to their children’s individual needs.

### **L Heren –**

Ongoing stopping up enforcement: School has requested a minimum 2m wide x 4m long safe space; the shop also is prepared to accept the size of safe area proposed by Wilts Highways. It was agreed that these x2 safe havens can only be considered as a temporary, interim, mitigation arrangement whilst a better permanent solution is sought. LH to write to PW stressing that this is a stop gap and that LPC will be investigating and proposing alternative solutions. LH Action 14/7/25 – 5. Post Minute Note: E-Mail sent 21/7/25 11:17 Action complete.

Some discussion was given to an LPC administered S96 Arrangement to cover the Village central four streets and the base of Cantax Hill.-It was agreed that the Traffic Task Group would investigate and make proposals for safety improvements at the next LPC Meeting 8 Sep 25. PS/PC/AB Action 14/7/25 – 6.

**C Trought –**

CT has looked at the Corsham Road play park.

Sports Pavilion needs repairs to damaged doors etc. he was advised to check the NT / LPC lease agreement for the property which was available on Dropbox.

**S Wise –**

Footpaths – no change - lots logged on MyWilts with very little being resolved – four footpaths within the Parish have Temporary Restrictions Orders (TROs) in place with associated diversions. These can be viewed at the attached link <https://one.network/>

Community Orchard – there was no working group in July due to very hot weather. There was a productive working group in Jun 25, one new apple tree has been planted, and the site reserved for a future tree donation to take place in the Autumn. A Welcome Noticeboard has been obtained and will be installed at the entrance to the orchard when the opportunity permits.

**P Shaw –**

It was reported that the survey and design work for the speed humps at Cantax and Bowden Hill is taking place which gives confidence that this work will proceed soon.

It was noted that the North South Trunk Route A350 is now to be Nationally funded, and that plans are therefore more likely to proceed.

LHFIG have agreed to do a coach signing on the A350.

**P Chilton –**

Krystal hosting system at present contains all document, emails, website etc – this is not a sufficiently robust support arrangement, and needs to be addressed.

PC will investigate and propose a change of system, to be agreed out of committee, since the most appropriate time to make any system changes would be over the summer. These changes are likely to include the introduction of mandatory, common signature blocks to be used for all Parish Council e-mail communication. PC Action 14/7/25 – 7.

Parish Steward – PC will email everyone twice a month reminding them to raise any issues for the Parish Steward.

**J Durrant –**

NT have fixed the broken rail to the door in the Manor Room.

**S Longo –**

Met at the cemetery with Peter Glen for a handover.

Amenity Seats – inspection done and all in good order.

LS stated that she had not yet written to the “new” individual wishing to sponsor a bench. She agreed to do so, to see if they would be happy to share / have duplicate memoriam plaques. LS Action 14/7/25 – 8

Soil has been delivered for the work to the memorials/plots  
Falcon Landscapes have cut the grass.

## **9 CORRESPONDENCE:**

- 1 Briefing Note 25-05 – Wiltshire Community Air Network
- 2 Briefing Note 25-06 – Update on Solar Together
- 3 From Elan City – Helping your community go further with speed reduction
- 4 Various Road Closure notices from Wiltshire Council

## **10 FLOODING – OPTIONS PAPER:**

The option paper had been made available to all Councillors before the meeting. After a discussion it was agreed that options 1 and 4 would not be explored further. Options 2,3 would remain under consideration, as well as an addition Option, 5 utilising a “non-camera” water level sensor. Options Paper to be revised and represented at the Sep 25 meeting SW Action 14/7/25 – 9.

## **11 FINANCE:**

- i) It was resolved (JD/JB) that the following accounts be paid:

|                     |           |   |
|---------------------|-----------|---|
| Idverde Ltd         | £ 279.94  | (Village mtce – June)                     |
| Idverde Ltd         | £ 270.82  | (PF mtce – June)                          |
| Idverde Ltd         | £ 9.60    | (C/Rd dog bin empty - June)               |
| S Steward           | £ 472.10  | (for June)                                |
| S Steward           | £. 15.39  | (office/exps)                             |
| Falcon Landscapes   | £ 320.00  | (Cemetery grass cutting 28/6/25)          |
| HMRC                | £ 390.98  | (PAYE)                                    |
| Water2business      | £. 131.20 | (Hither way allotments)                   |
| Alarms & Electrical | £ 69.60   | (Pavilion Fire extinguisher)              |
| Phillip Boddy       | £ 140.70  | (Red Lion Car Park Defib – retrospective) |

- ii) **To approve Statement of Account –**

It was resolved (JD/CT) that the statement of account showing a balance of £18546.27 as at 17 June 2025 in the Co-operative Bank current account (statement no.257) and £51846.31 in the Cambridge & Counties deposit account should be signed by the Chair as being correct.

- iii) The number of signatories on the Accounts was questioned, and whether sufficient Councillors had been duly authorised as Approved Signatories. LS was tasked to investigate and to make the necessary arrangements LS Action 14/7/25 – 10.
- iv) LH informed council that a debit card on the current account had also been applied for.

## **12 PLANNING:**

### **PL/2025/05070**

Temporary planning permission to use the area as a summer of play hub during July and August each for the next 3 years (up to September 2027). To include the siting of a marquee, teepee, 2 bell tents, stage and festival flags – Lacock Abbey, High Street, Lacock SN15 2LG

- PL/2025/05561 – LBC** **NO OBJECTION**
- Replacement chimney stack – 4 High Street, Lacock SN15 2LQ **NO OBJECTION**
  
- PL/2025/05562 – LBC**
- Alterations to dwelling to provide kitchen and bathroom extraction – 1 West Street, Lacock SN15 2LH **NO OBJECTION**
  
- PL/2025/05564 – LBC**
- Alterations to dwelling to provide kitchen and bathroom extraction and insulation to flat roof – 3 Cantax Hill, Lacock SN15 2JZ **NO OBJECTION**
  
- PL/2025/05563 – LBC**
- New metal handrail to front entrance door – 2 West Street, Lacock SN15 2LH **NO OBJECTION**
  
- PL/2025/05811**
- Proposed works to trees in a conservation area – fell ash tree – 2 Reybridge, Lacock SN15 2PD **NO COMMENT**

**13 OTHER MATTERS FOR INFORMATION/DISCUSSION:**

- i) Remembrance Sunday – Approval was given for JB to make the application for the required road closure
- ii) Councillors were reminded that they were required to acknowledge their agreement to abide by the Council’s Code of Conduct.
- iii) Councillors were requested to please check their LPC emails regularly, especially over the summer recess.
- iv) It was noted that there has been only one confirmation re GDPR from the recently departed Councillors. – LS to chase o/s councillors 14/7/25 – 11.

**14 DATE OF NEXT MEETING:**

Monday 8 September 2025 at 7.00pm in the Village Hall.

The meeting closed at 2125.

Signature of Chair upon approval of Minutes

.....

8 September 2025