



Those Present:

L Heren (Chair), S Wise, (Vice Chair), S Longo, A Bone, C Trought, P Shaw. Also present were Peter Wragg, Ruth Hopkinson and three members of the public.

1 APOLOGIES FOR ABSENCE:

Apologies were received from S McMillan, J Parsons, J Durrant, M Bowsher, P Chilton

2 PUBLIC QUESTION TIME:

A resident from Showell outlined his family's concerns regarding Planning PL/2025/07913 and the irregularities of the application.

3. Declarations of Interest – none

4. Minutes of the Previous Meeting – PS proposed; CT seconded & were signed by Chair

5. Update from Minutes –

CT to gather 3x quotes for repairs to Pavilion shutters for mid-month circulation (**Action 8/9/25-12**)

AB – bye law guidance (**Action 8/9/25-13**, RH to assist)

PS – Highways Improvement Request to be submitted in fulfilment of request from Notton residents for speed reduction to 20mph on the lane from Whitehall Garden Centre to Notton House School (**Action 8/9/25-17**)

PS – ascertain colours permitted for proposed speed bumps (RH to request guidance on our behalf) (Action 16/10/25-3 to be closed new **Action 10/11/25-1**)

PW – It was noted that Wilts Council is collecting Metro data in the Parish of Lacock, which could be of benefit in considering local traffic challenges. PW agreed to request metro counters data from Wilts Council and made available to LPC

6. Peter Wragg update – ongoing budgetary concerns at Wilts Council. PW commented that he was humbled to have been asked to lay a wreath at the village's Remembrance service Sunday 9 November.

7. Ruth Hopkinson – introduction to newer councillors and explanation of role of Area Board Chair and Chair of LHFIFG – open to requests for guidance/assistance

8. National Trust Update – received by all councillors ahead of the meeting. There were no questions arising.

8A. AOR reports

SL – proposed expenditure of £415.00 for grass & hedge cutting in cemetery ahead of the Winter – SW seconded; unanimous approval.

PS – proposed expenditure of £1,925 (+ VAT) of total Wilts Highways spend of £5,700 for signage encouraging coaches to enter village by southern junction – LH seconded; unanimous approval.

Described difficulties of comparative analysis of traffic data sources & that police had been in attendance for speed enforcement across North Wilts, including Lacock. Awaiting update on their findings.

Mentioned ‘school streets’ trial by Wilts Council – will keep us posted on outcomes. LH suggested approach to Siemens and/or Whitehall Garden Centre for drop-off points & school buses to transport children to Lacock Primary to alleviate traffic in village centre at school open/close times.

SW – orchard in good repair and school enthusiastically using it. Bridge repairs still required at Pinell’s Mill, with little movement in outstanding MyWilts PROWs cases.

LH – attended Terrorism Act information webinar – nothing of concern to LPC/Lacock businesses at present.

Proposal to co-opt a new councillor with planning expertise or willingness to acquire knowledge at speed – unanimously agreed. LH – publish co-option advert on website, social media & village noticeboards (**Action 10/11/25-2**). Post Minute Note: Advert wording approved and publication request sent by e-mail 13/11/25 – Action Complete

CT – playing field bin repaired FOC; basketball hoop needs to be repaired – seeking 3x quotes for suppliers and timeframe for repairs (**Action 10/11/25-3**); RoSPA report suggests minor repairs to play park at Corsham Road – seeking quotes for work. (**Action 10/11/25-4**)

AB – allotment gates beside cemetery in need of repair – request for LPC to approach NT to nudge them. LH agreed to write to the NT on this subject (**Action 10/11/25-5**) Post Minute Note: email sent to NT 11/11/25, response received, further questions sent to AB.

9. Correspondence

Southwest Ambulance Charity – unanimous agreement to donate £100 with invitation to present at LPC meeting in New Year

North Wilts Swifts – request to support biodiversity on consultation PL/2025/07913 – LPC agreed to write in support

Driveway issues at Casamia – to be followed up by PW

Briefing note Gypsies and Travellers – noted

Lime Solar Notice of Acceptance of Application for a Development Consent Order – noted

PL/2025/07456 - 7, 8, 9 Nethercote – noted on irregularity of applicants

Email regarding basketball hoop – letter to explain repairs will be forthcoming

10. Finance

To pay accounts – SL proposed; SW seconded – approved
To approve bank statements – as above - approved

11. Planning

PL/2025/08203 - Wick Farm, Wick Lane, Lacock, Chippenham, SN15 2LU; **Circular 14/90 - Electricity Overhead Lines notification. This scheme includes alterations to the high voltage (HV) overhead lines at Wick Farm – NO OBJECTION**

PL/2025/07913 – Full planning permission, Demolition of single dwelling and erection of 7no. residential dwellings, associated parking and landscaping at Barleigh House, Showell Nurseries, Chippenham – **REQUEST FOR EXTENSION TO REPLY; INDICATION TO OBJECT**

PL/2024/10674 - Land off Woodrow Road, Woodrow Road, Melksham, SN12 7AY - APP/Y3940/ - **deadline 19 Nov - NOTED**

PL/2025/08225 - GLENVERNE, FOLLY LANE, LACOCK, CHIPPENHAM, SN15 2LLT1 - Section fell Yew tree to as close to ground level as possible due to being too close to roof. T2 - Reduce Lawson Cypress conifer tree in height by up to 3-4m to reduce stress on tight fork – **NO OBJECTION**

PL/2025/08499 - 8 BOWDEN HILL, LACOCK, CHIPPENHAM, SN15 2PW, Notification of proposed works to trees in a conservation area, fell 2x elm trees – **NO OBJECTION**

PL/2025/08665 – Bewley Cottage, fire damage – **TO SUPPORT**

SW was tasked to upload the above LPC decisions to the Wiltshire Planning Portal, and request an extension to Application PL/2025/07913. (SW Action 10/11/25-6). Post Minute Note: this Action was completed on 11/11/25.

12. Any other business

SW to write a letter of thanks to Holtom family for their assistance with the Remembrance Sunday Commemorations. **SW Action 10/11/25-7)**
Review of 'before & after' CGI images for proposals to timber building at Carpenter's Arms – these were not well-received as 'fake Tudor' in an authentic heritage setting; invitation to present other designs

13. Date of Next meeting - Monday 8 December 2025

There being no further business the meeting closed at 20.58

Signed:

Date:

8/12/25

ACTIONS

All Actions placed at Lacock Parish Council Meetings may be viewed on Dropbox at the following Link.

<https://www.dropbox.com/scl/fi/8hu6bqabtnfs142a1frir/LPC-Minutes-Action-Register.xlsx?rlkey=brcc8evxzrc7q3a959tm8elxa&st=0c10ocms&dl=0>

Open / outstanding Actions From July 25 onwards are shown below

Action No.	Action	Owner	Status	Due Date	Update
14/7/25-2	To check that the Corsham Road Drains are included in the WCC Drains clearance/maintenance list	Pete Shaw	Open	08/12/2025	
14/7/25-6	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	Traffic Task Group	Open	08/12/2025	Discussed at the LPC meeting 10/11/2025 when the need for this Action was confirmed
8/9/25-9	To produce a digital diary which would enable the council to better plan for upcoming events such as insurance, contracts and lease renewals. The diary would be held in Dropbox	Lana Steward	Open		On Hold pending appointment of a new Clerk
8/9/25-12	To prepare a "statement of work", required to make the Pavilion weather-proof for the winter, which could then be passed to the Clerk to obtain quotes.	Chris Trought	Open	08/12/2025	At LPC meeting 10/11/2025 it was agreed that this would be pursued with urgency, quotes to be circulated for out of meeting decision / acceptance
8/9/25-13	To make the necessary inquiries as to how to proceed with an application if indeed a bye-law can be introduced by LPC (Restriction on the use of Bonfires)	Andrea Bone	Open	08/12/2025	At LPC meeting 10/11/2025 Andrea reported that might be possible, would be difficult, and there was probably insufficient support for this to be done.
8/9/25-17	To make Corsham Road down to the hamlet of Notton a "Twenty is Plenty" speed limit? Highways Task Team to investigate possibility on this narrow residential lane	Traffic Task Group	Open	08/12/2025	
8/9/25-19	To report to Parish Steward - at Cantax Hill re dead fallen tree at Lovers Walk	Phil Chilton	Open	08/12/2025	
10/11/25-1	To ascertain colours permitted for proposed speed bumps (RH to request guidance on our behalf) (A)	Pete Shaw	Open	08/12/2025	
10/11/25-3	basketball hoop needs to be repair - seek quotes for suppliers and timeframe for repairs	Chris Trought	Open	08/12/2025	
10/11/25-4	RoSPA report suggests minor repairs to play park at Corsham Road - seeking quotes for repairs	Chris Trought	Open	08/12/2025	
10/11/25-7	to write a letter of thanks to Holtom family for their assistance with the Remembrance Sunday Commemorations	Simon Wise	Open	08/12/2025	

Payable Invoice Detail

Lacock Parish Council

For the period 10 November 2025 to 8 December 2025

Status contains Approved

INVOICE DATE	SOURCE	REFERENCE	ITEM CODE	DESCRIPTION	QUANTITY	UNIT PRICE (EX)	VAT	GROSS	INVOICE TOTAL	STATUS
Grist Environmental										
30 Nov 2025	Payable Invoice	P268671		Cemetery waste collection	1	47,8400	9.56	57.40	57.40	Approved
Total Grist Environmental					1		9.56	57.40		
Justin Robinson										
3 Dec 2025	Payable Invoice	LAC 25/01		Recruitment Support	1	420	-	420.00	420.00	Approved
Total Justin Robinson					1		-	420.00		
xero UK Ltd										
30 Nov 2025	Payable Invoice			Xero Accounting Software	1	35.1500	7.03	42.18	42.18	Approved
Total xero UK Ltd					1		7.03	42.18		
Total					3		16.59	519.58		

Lacock Parish Council Reconciliation Summary

Lacock Parish Council
As at 8 December 2025
Lacock Parish Council

DATE	DESCRIPTION	REFERENCE	AMOUNT
Totals Summary			
8 Dec 2025	Balance in Xero		53,046.46
	Plus outstanding payments		
	Less outstanding receipts		
	Plus unreconciled statement lines		(102.19)
8 Dec 2025	Statement balance (calculated)		52,944.27
5 Dec 2025	Imported statement balance		52,944.27
8 Dec 2025	Calculated balance out by		
Balance in Xero			
8 Dec 2025			53,046.46
Plus Unreconciled Statement Lines			
1 Dec 2025	ST ENVIRONMENTASLO	286664	(60.01)
4 Dec 2025	XERO UK LTD	449878	(42.18)
	Total Unreconciled Statement Lines		(102.19)
Statement Balances			
8 Dec 2025	Statement balance (calculated)		52,944.27
5 Dec 2025	Imported statement balance		52,944.27
8 Dec 2025	Calculated balance out by		

Bank Statement

Lacock Parish Council
For the period 10 November 2025 to 8 December 2025
Lacock Parish Council

DATE	DESCRIPTION	DATE IMPORTED INTO XERO	REFERENCE	RECONCILED	SOURCE	AMOUNT	BALANCE
Opening Balance							
10 Nov 2025							53,662.33
Statement Lines							
10 Nov 2025	AJIB FUNERALS LTD	11 Nov 2025	30987503319H43 INV-0058	Yes	Bank Feed	143.00	53,805.33
14 Nov 2025	SOUTH WESTERN AMBU CRV BSW	15 Nov 2025	60708010003452	Yes	Bank Feed	(100.00)	53,705.33
21 Nov 2025	LACOCK VILLAGE HAL	22 Nov 2025	30919900220722 LVH-2025-90	Yes	Bank Feed	(38.50)	53,666.83
24 Nov 2025	Idverde Ltd	25 Nov 2025	109533.10953348	Yes	Bank Feed	(9.60)	53,657.23
24 Nov 2025	Idverde Ltd	25 Nov 2025	109533.10953344	Yes	Bank Feed	(270.82)	53,386.41
24 Nov 2025	Idverde Ltd	25 Nov 2025	109533.10953345	Yes	Bank Feed	(279.94)	53,106.47
28 Nov 2025	Grist Environmental	29 Nov 2025	40613503007325 INV P257119	Yes	Bank Feed	(60.01)	53,046.46
1 Dec 2025	ST ENVIRONMENTASLO	2 Dec 2025	286664	No	Bank Feed	(60.01)	52,986.45
4 Dec 2025	XERO UK LTD	5 Dec 2025	449878 TUDV3E1CBQ5R OIPGS	No	Bank Feed	(42.18)	52,944.27
Closing Balance							
8 Dec 2025							52,944.27

Instant Access Saving Reconciliation Summary

Lacock Parish Council
As at 8 December 2025
Instant Access Saving

DATE	DESCRIPTION	REFERENCE	AMOUNT
Totals Summary			
8 Dec 2025	Balance In Xero		10,000.00
	Plus outstanding payments		
	Less outstanding receipts		10,000.00
	Plus unreconciled statement lines		
8 Dec 2025	Statement balance (calculated)		
	No imported statement balance available		
	Balance In Xero		10,000.00
Less Outstanding Receipts			
7 Nov 2025	Bank Transfer from Lacock Parish Council.		10,000.00
	Total Outstanding Receipts		10,000.00
Statement Balances			
8 Dec 2025	Statement balance (calculated)		
	No imported statement balance available		

Bank Statement

Lacock Parish Council
For the period 10 November 2025 to 8 December 2025
Instant Access Saving

DATE	DESCRIPTION	REFERENCE	RECONCILED	SOURCE	AMOUNT	BALANCE
Opening Balance						
10 Nov 2025						
Closing Balance						
8 Dec 2025						