



Minutes of the Meeting of Lacock Parish Council held in Lacock Village Hall on 13 April 2026 at 7:00PM.

Present: Cllrs L Heren (Chair), S Wise, T Brown, P Chilton, J Durrant, P Fennel, P Shaw.
Also present: T Edge (Clerk) A Webster (National Trust).

LPC/26-27/001 To receive apologies and note absences

Apologies were received from Cllrs J Parsons, S Longo and A Bone. Cllr Bowsher was absent.

LPC/26-27/002 To receive declarations of interest on agenda items

Cllr Brown declared an interest in PL/2026/01863 and PL/2026/02027 under agenda item 18, to consider planning applications received, as owner of the property. He abstained from discussion and voting on the planning applications concerned.

LPC/26-27/003 Public Participation

There were no members of the public in attendance.

LPC/26-27/004 To receive updates from National Trust

There has been ongoing vandalism around the village, allotments and car park areas. There are concerns that incidents are escalating and local police have been contacted.

Resolution: The Parish Council unanimously resolved to contact Wiltshire Police to request assistance. A meeting is scheduled with National Trust's central team advisors about improvements to the playground to consider options for accessing funding. Community consultation will follow should opportunities be identified. Repairs for cracks on some equipment are scheduled for the second half of April. Changes to car park access have been made in preparation for electric vehicle charging facilities. The Parish Council will request indications of interest from residents through a newsletter commun

Playground – on list with central National Trust playgrounds. Meeting in early May with advisors on playgrounds which hope may release funding. Expect opportunity to involve community and PC with consultation once project board set up. Plan to close half of playground while repairs undertaken on some cracks – expect to be for half a day.

PC to follow up with James re: rubbish in St Anns layby

NT to provide playground comms for parish newsletter for May

Change car park lock to coded lock in anticipation of EV charging.

PC to put notice in parish newsletter asking residents to indicate if they have an EV vehicle and would like to use charging.

LPC/26-27/005 To approve minutes of the previous Parish Council meeting (held on 9 March 2026)

Proposed Jane, seconded Trevor.

LPC/26-27/006 To receive updates arising from previous meetings not requiring decisions

Football – prospective junior team gone quiet. Park for now. Senior team have confirmed they wish to continue from September. Action: draft contract and re-agree fees. Resolved to contract with incumbent team.

Disappointed spring clean litter pick didn't go ahead.

LPC/26-27/007 To receive a report from Wiltshire Council

Two pieces of consultation ongoing – waste collection – over 5000 respondents, closes on Friday. New consultation started this week on parking charges.

Following decision to support planning application for carpenters arms, has called it in.

Parish steward – has chased Highways and received response stating that likely stewards will continue on potholes for at least next week. Councillors raised concerns about safety issues arising from non-

attendance. Peter to raise further with Highways. PC proposed visit for a week after every three months for example.

Response on grit bin – WC policy not to install new grit bins. Policy not to put bins on primary route as serviced by mobile gritters. If parish wishes to purchase own bin and grit, it can do so or reposition existing bins. Simon wouldn't recommend repositioning due to hazardous location of strategically positioned existing bins.

PC asked Peter to remind officers of duty to respond within 72 working hours.

Central government monies not spent by previous council government is being released to Ukrainian families.

LPC/26-27/008 To review Parish Clerk's contracted hours

The Parish Council resolved to confirm the completion of the Clerk's probation.

Councillors considered the impact of process improvement initiatives, statutory compliance and project work on the Parish Clerk's workload since their commencement.

The Parish Council resolved by a vote of 5 to 2 to increase the Clerk's contracted hours from 10 to 15 hours per week effective from 1 April 2026 to be reviewed in October 2026.

LPC/26-27/009 Policies review (per 9 Feb minutes for councillor allocation)

Public question time, complaints, records management. Records to be reviewed annually, others to be reviewed three annually.

Clerk email needs to be updated in complaints policy.

Three policies adopted unanimously.

Discussion on privacy notice including a discretionary admin charge on subject access data requests.

Concerns raised about appropriateness of certain clauses.

Polices for next month- standing orders, grants, cemeteries, publication scheme, recording and social media (risk management, delegation scheme)

LPC/26-27/010 To consider the proposal for Parish Council support to Lacock Summer Fair 2026

Deferred to next year as no proposal received

LPC/26-27/011 To consider subscribing for Institute of Cemetery and Crematorium Management (ICMM) membership and training

Proposed by Louise, seconded Pete. Unanimously approved.

LPC/26-27/012 To consider amending Lacock Parish Council's registered address to Lacock Village Hall

Previous address was clerk's personal address, since resignation asked to use village shop who have since expressed concerns about being used as registered address. Proposal to use village hall as registered address.

Propose separate post boxes for PC and VH

Concern that PC post will be delivered to VH box which doesn't lock.

Propose for postbox to be existing VH postbox to be repaired. VH to cut keys for door. PC to repair post box. Budget approved £200 for registration and new post box.

Unanimously approved SN15 2LF. Jane to source new mailbox.

LPC/26-27/013 To confirm arrangements for the 2026 Annual Parish Meeting

7pm Wed 27 May proposed. Include in parish newsletter. Clerk to invite clubs to submit report and present in person.

LPC/26-27/014 To review earmarked and general reserves and consider approach for allocation of current Community Infrastructure Levy (CIL) and Solar Farm funds

Proposals for spending: pavilion refurbishment, pedestrian bridge over abbey bridge, contribution to new play equipment, contribution to village hall kitchen refurb

Put in parish newsletter calls for suggestions for CIL money usage

Proposed community consultation – use APM to consult.

£158k in savings – 35k earmarked for traffic calming

LPC/26-27/015 To receive reports on Councillor Areas of Responsibility

Footpaths – 2 public rights of way closed pending WC. Walking festival coming through parish in May.
 Replacement of broken gate at top of lovers walk – work party arranged on Saturday to install.
 Orchards – working group last weekend, project in planning – replacement fencing along southern boundary as major project for year – timing pending receipt of fencing materials from donor.
 Highways – outcome of substantive bid not communicated although decision has been made.
 Pete announced resignation.
 IT – review of website identified broken links and out of date information. Highways page needs to be updated – Pete and Phil to consult. Lose tenants association link.
 Planning – AOR assigned to Trevor. Investigate training with WC.
 Procurement – re-tendering grass cutting and grounds maintenance, preparing scope of work
 Clerk to circulate map to councillors. Jane to share idverde scope of work documentation. Incorporate hedges where defined.
 Finance – 12k precept left, spend against precept template set up for next year, Xero training with Jane
 Playing fields – moles treated but have come back – proposal to purchase mole traps and plastic fencing, consider grant to cricket club for mole traps, fence and boundary rope
 Pete F to contact mole control contractors
 Expenditure approved up to £500, approved
 Fairtree signs Devices to replace sign at tennis courts. Clerk to source new signage. Resolved to approve signage replacement up to £300.

LPC/26-27/016 Correspondence

Resident's request for the Parish Council to request that the Highways Agency impose a weight limit on Mons Lane – council resolved to make substantive bid to LHFAG for TRO and signage. Phil to investigate with view to prepare forms and submit.

Resident's concerns about planting of oak trees on Bewley Common – noted and referred resident to National Trust.

Resident's request for collaboration between Parish Council and National Trust on planning future use of Bewley Common– shared with NT. PC to submit to NT on behalf of residents that they consult residents regardless of whether there's a legal requirement to do so. Louise to write letter.

Broadband digital – look into circumstances of affected houses

LPC/26-27/017 Finance

- i) To pay the accounts – see Xero list supplied
Approved
- ii) To approve bank reconciliations - see Xero list supplied
Approved

LPC/26-27/018 To consider planning applications received:

PL/2026/01499 - Barn at Piccadilly House, Folly Lane West, Lacock, Chippenham, SN15 2LP	Full planning permission - Creation of 1 No dwelling	No comment
PL/2026/01743 - 6 Nethercote Hill, Lacock, Chippenham, SN15 2LD	Householder planning permission - Proposed single storey rear extension and off street parking.	No objection
PL/2026/02063 – Rising Sun Inn, Bowden Hill, Lacock, Chippenham, SN15 2PP	Notification of proposed works to trees in a conservation area - G1 - Willow trees - fell to gain a 6m safety clearance from powerlines G2 - hedge - reduce to maintained height to gain a 5m clearance from power lines	No comment
PL/2026/02062 – 29 Bowden Hill, Lacock, Chippenham, SN15 2PP	Notification of proposed works to trees in a conservation area - T2 - Pine tree - side prune crown (shape) to gain a 3.5m restricted safety clearance from powerlines	No comment
PL/2026/01863 - Barland Cottage, Bewley Mews, Bewley Lane, Lacock, SN15 2NW	Householder planning permission - Installation of a 7kW EV charging upstand within the curtilage of Barland Cottage	No objection
PL/2026/02027 - Barland Cottage, Bewley Mews,	Listed building consent (Alt/Ext) - Installation of a 7kW EV charging upstand within the curtilage of Barland Cottage	No objection

Bewley Lane, Lacock, SN15 2NW		
PL/2026/02020 - Land North and Land South of Fox Talbot Museum, High Street, Lacock	Listed building consent (Alt/Ext) - Dismantle and remove part of glasshouse	No objection with conditions
PL/2026/02073 -Redbrick Cottage, 2 Bowden Hill, Lacock, SN15 2PW	Householder planning permission - Rear single storey ground floor extension with internal alterations.	No objection
PL/2026/02051 - Notton School House, 28 Notton, Lacock, Chippenham, SN15 2NF	Full planning permission - Proposed off street carpark to the rear of the school	Support
PL/2026/02206 - Notton School House, 28 Notton, Lacock, Chippenham, SN15 2NF	Listed building consent (Alt/Ext) - Proposed off street carpark to the rear of the school	Support

Notice of online consultation event - Land east of Showell Farm, Chippenham closing 17 April 2026

Resolved to abstain to await planning application

Simon attending planning appeal for Woodrow Farm. Appeal upheld. Awaiting Snarlton Farm appeal.

LPC/26-27/019 To note planning application representations made since previous meeting

Tree works applications noted

LPC/26-27/020 To review the Parish Council's policy on benches

Cricket club want a commemorative bench. Conscious of precedent not to add any more benches. Propose that cricket club purchase bench for pavilion.

LPC/26-27/021 Any Other Matters for Info/Discussion

There were no other matters for discussion. The meeting was closed at 21:47

Date of Next Meeting – **Monday 11 May 2026**