Minutes of the Meeting of Lacock Parish Council held in Lacock Village Hall on 12 October 2026 at 7:00PM.

Present: Cllrs L Heren (Chair), S Wise, A Bone, P Chilton, P Fennell. T Brown.
Also present: T Edge (Clerk), S McMillan and A Webster from National Trust and eight members of the public.

LPC/26-27/118 To receive apologies and note absences
Apologies were received from Cllr Longo.

LPC/26-27/119 To receive declarations of interest and consider dispensations
Cllr Bone declared a prejudicial interest in the agenda item to consider a funding request from Lacock Village Hall Committee for Lacock Village Hall given her position as a trustee of the Lacock Village Hall charity.

LPC/26-27/120 Public Participation
A parishioner raised concerns about increased noise from the A350 and indicated they are preparing a Highways Improvement Request for consideration. National Trust representatives indicated interest in contributing to such a proposal.

Two parishioners raised objections to National Trust's play area funding request. The primary basis of their objection was that the Parish Council was no longer responsible for management of the play area. They proposed that the funds be allocated to traffic calming measures instead. The residents claimed that a parish council survey conducted in 2022 found that minimal numbers of children from the village used the playground. This claim was disputed by the Chair and clarified that the analysis indicated users were close to evenly split between parishioners and visitors.

A parishioner spoke about their children and students of the village school regularly using the playground and advocated for replacing the swings as a priority.

LPC/26-27/121 To approve minutes of the previous Parish Council meeting (held on 14 September 2026)
Resolution: The Parish Council unanimously resolved to approve minutes of the previous Parish Council meeting held on 14 September 2026 and authorised the Chair to sign.

LPC/26-27/122 To receive updates from National Trust
The Parish Council noted the National Trust update for October 2026 and no queries were raised. A councillor raised concerns about visibility of pedestrians using the Hither Lane crossing from the National Trust car park. The work instruction for the upcoming parish steward visit is to include trimming vegetation impacting visibility of the crossing for road users.

LPC/26-27/123 To consider a funding request from National Trust for replacement swings and springs at Lacock play area
National Trust representatives presented an update on plans for repairing Lacock playground and their proposal to replace the swings. Overall playground repair costs are estimated at around £122,000 based on initial scoping work conducted by National Trust. Funding for this long-term project has yet to be secured and the community will be involved in the design phase in due course. An immediate focus is to replace the swings which have been unserviceable since National Trust took over responsibility for the playground in 2025. National Trust has insufficient funding to replace the swings in the current financial year, estimated at ~£15,500, and requests assistance from the Parish Council for £7,812. The project to replace the swings includes inter-related groundworks, installation of a new bonded-rubber surface and installation of replacement swings. National Trust's current financial position is affected by substantial restructuring and budget cuts. National Trust is committed to undertaking the full playground repairs and don't expect ongoing Parish Council support. Under the previous arrangement where the Parish Council was responsible for managing Lacock playground, National Trust made financial contribution to repair costs when there was no obligation to do so.

Resolution: The Parish Council resolved by a majority vote, with four in favour, one opposed and one abstention, to purchase and install bonded rubber surface matting at a cost of £7,153.00 plus VAT to enable National Trust's installation of new swings at Lacock Playground, under the Local Government (Miscellaneous Provisions) Act 1976 s.19. Funds are to be allocated from Community Infrastructure Levy (CIL) funds held.

LPC/26-27/124 To consider a funding request from Lacock Village Hall Committee for Lacock Village Hall kitchen renovation

Cllr Bone left the meeting having declared a prejudicial interest. Lacock Village Hall committee representatives presented plans for Lacock Village Hall kitchen renovations. The current kitchen unit was installed in the early 1970s and requires updating to meet hirer and community needs. The planned kitchen renovation includes replacing the current kitchen unit and appliances and installing a partition to separate the hall's entrance from the kitchen, estimated at £9,200. Parish Council support is requested for the full amount. Lacock Village Hall's audited accounts for 2025 report available funds of £37,674. Its reserves policy that a £4,000 contingency be held for operating costs alongside £10,000 general reserves. Repairs identified by National Trust, as owner of the property, which include fixing leaks, replacing doors and fire alarm upgrades, are expected to be covered from funds held in reserve. The Parish Council indicated that it did not consider full funding support for kitchen refurbishment to be necessary given Lacock Village Hall committee's current financial position and mandate for maintaining the hall. As custodian trustee for Lacock Village Hall, the Parish Council acknowledged the substantial community benefit that the proposed renovations would deliver.

Resolution: The Parish Council unanimously resolved to award £4,600 to Lacock Village Hall Committee for Lacock Village Hall kitchen renovations, under the Local Government Act 1972 s.133. Funds are to be allocated from Wicks Solar Farm funds held.

Cllr Bone returned to the meeting.

LPC/26-27/125 To consider making a financial contribution towards hospitality for the Lacock lantern parade 2026

The Parish Council considered a proposal by the Chair to contribute to the hospitality provision for parishioners, National Trust staff and volunteers and visitors attending the lantern parade on 7 December 2026.

Resolution: The Parish Council unanimously resolved to donate two cases (24 bottles) of wine up to £240 plus VAT for hospitality for the 2026 Lacock lantern parade using its power under the Local Government Act 1972 s.137, and instructed the Clerk to facilitate.

Seven members of the public left the meeting.

LPC/26-27/126 To review and adopt revised Parish Council Standing Orders

Resolution: The Parish Council unanimously resolved to adopt the revised Standing Orders and instructed the Clerk to publish.

LPC/26-27/127 To receive an update on the implementation of recommendations arising from the annual internal report for the 2025/26 financial year

The Parish Council received an update from the Responsible Financial Officer reporting key recommendations progressed since the last meeting included preparing revised standing orders and populating the Parish Council's new accounting software.

LPC/26-27/128 To consider the external audit report and certificate 2025/26 and approve remedial actions to be taken

The Parish Council noted the 2025/26 external audit report and certificate and instructed the Responsible Financial Officer and councillor responsible for finance to continue implementing recommendations arising from the 2025/26 internal audit report to address findings from the external audit report.

LPC/26-27/129 To consider financial matters:

i. **To approve bank reconciliation statements for the period to 30 Sep 2026**
   The statements were not available pending transition to the new accounting software.
ii. **To approve corresponding bank statements for the period to 30 Sep 2026**
   The corresponding statements were not available for approval.
iii. **To approve the schedule of payments for October 2026**
   Resolution: The Parish Council unanimously resolved to approve the schedule of payments for October 2026:

Invoice No.	Payee	Description	Net Amount (£)	VAT Amount (£)	Gross Amount (£)
	Parish Clerk	Clerk salary and allowances Oct 2026	1,194.38	-	1,194.38
10979832	idverde	Grass cutting Sep 2026	233.28	46.66	279.94
10979830	idverde	Village and play area maintenace Sep 2026	225.68	45.14	270.82
10979834	idverde	Bin emptying Sep 2026	8.00	1.60	9.6000
76213	Alarms & Electrical (Devizes) Ltd	Fire extinguisher annual service - sports pavilion	58.00	11.60	69.60
SB20263198	PKF Littlejohn LLP	AGAR Limited assurance review FY 2025/26	420.00	84.00	504.00
LACOC01	Playsafety Ltd	Annual inspection - Corsham Road play area	83.00	16.60	99.60
		Total	**2,222.34**	**205.59**	**2,427.93**

The Parish Council noted the following direct debits scheduled for October:

Invoice No.	Payee	Description	Net Amount (£)	VAT Amount (£)	Gross Amount (£)
7868	Atema	Microsoft365 Apps for Business monthly subscription Oct 2026	9.72	1.94	11.66
P351313	Grist Environmental	Waste collection Bin outside Lacock Cemetery Sep 2026	52.34	10.47	62.81
INV31807558	Xero	Monthly subscription Sep 2026	39.00	7.80	46.80
	NEST Pensions	Employer/ee pension contributions Oct 2026	111.63	-	111.63
	1pMobile	Mobile data bundle	5.00	-	5.00
	Water2Business	Cemetery allotments water bill Apr-Sep 2026	80.39	-	80.39
		Total	**298.08**	**20.21**	**318.29**

The Parish Council noted the following card payments under the Clerk's delegated authority during October:

Ref. No.	Payee	Description	Net Amount (£)	VAT Amount (£)	Gross Amount (£)
6719077063	Argos	Samsung Galaxy A17 5G	169.99	-	169.99
		Total	**169.99**	**-**	**169.99**

iv. To note the Receipts and Payments report by cost centre to 30 Sep 2026

The report was not available pending transition to the new accounting software.

v. To note the Budget vs Actual report for the period to 30 Sep 2026

The report was not available pending transition to the new accounting software.

LPC/26-27/130 To consider planning applications received:

PL/2026/03545 - Land East of Showell Farm, Chippenham, Wiltshire	Outline Planning Application for up to 400 dwellings (Class C3 use), land for a Local Centre, accommodating commercial, business and service uses (Class E use), drinking establishment and hot food takeaway (Sui Generis); and local community uses (Class F2); open space and landscaping to include natural green space, amenity green space, area of formal play, allotments and community orchard, sustainable drainage infrastructure and ground remodelling. All matters reserved except for the formation of a new vehicular access and cycle and pedestrian access including emergency access onto the B4528.

Resolution: The Parish Council unanimously resolved to object to planning application PL/2026/03545 on the basis of its scale and adverse impact on the character of Lacock, highways and flooding. Cllr Brown was appointed to produce a detailed narrative for the Clerk to submit the relevant representation on behalf of the Parish Council.

PL/2026/06159 - 11, Mons Lane, Lacock, Chippenham , SN15 2PB	Notification of proposed works to trees in a conservation area - T1 - Sycamore tree - fell to ground level - the upper crown is in decline, lots of deadwood through out canopy and a cavity in the main union - the tree also overhangs an A road, fence and a ABC LV cable

Resolution: The Parish Council unanimously resolved to make no objection to planning application PL/2026/06159 and instructed the Clerk to submit the relevant representation.

PL/2026/06163 – Beech Building, Wiltshire College Lackham, Lacock, SN15 2NZ	Consent under Tree Preservation Orders - T1 - Common Cherry tree - fell to ground level and grind stump T2 - Common Cherry tree - fell to ground level and grind stump T3 - White Willow tree - fell to ground level and grind stump

Resolution: The Parish Council unanimously resolved to make no objection to planning application PL/2026/06163 and instructed the Clerk to submit the relevant representation.

PL/2026/05000 - Land east of Lackham roundabout (A350) just off Lackham College driveway, Chippenham, SN15 2NX	Full planning permission - Installation of new bus turning layby to enable bus drop offs to Lackham College

Resolution: The Parish Council unanimously resolved to support planning application PL/2026/05000, maintaining its original representation including its condition that safe access be facilitated for residents to access the bus stop.

LPC/26-27/131 To consider Corsham Road playground annual inspection reports and approve remedial actions to be taken

The Parish Council noted the 2026 annual inspection report for Corsham Road play area and instructed Cllr Fennell and the Clerk to facilitate associated ongoing maintenance requirements.

LPC/26-27/132 To consider Highways Improvement Requests:

i. A350 at Notton – Crossing at the Old Lackham Front Lodge entrance for bus stops

Resolution: The Parish Council unanimously resolved to support the Highways Improvement Request for the A350 at Notton – Crossing at the Old Lackham Front Lodge entrance for bus stops, with traffic lights to be the preferred crossing. Cllr Chilton was instructed to submit the request to the relevant authority on behalf of the Parish Council.

LPC/26-27/133 To receive updates from Wiltshire Council

There was no Wiltshire Council update as Wilts Cllr P Wragg did not attend.

LPC/26-27/134 To appoint a Councillor with responsibility for school/ college liaison

Resolution: The Parish Council unanimously resolved to appoint Cllr Heren as councillor responsible for school and preschool liaison and Cllr Fennell as councillor responsible for college liaison and instructed them to facilitate the appropriate introductions.

LPC/26-27/135 To receive reports on Councillor Areas of Responsibility

Highways – Temporary road closure notices are not being received and the Clerk will make enquiries to get this resolved. Correspondence was received expressing concerns about pedestrian safety crossing the A350 for Piccadilly Caravan Park. Government plans for the Melksham bypass have been cancelled. Signage restricting HGV access to Mons Lane is to be considered at the upcoming LHFIG meeting. Wilts Cllr P Wragg indicated his support for restricting HGV usage of the Abbey Bridge following a visit to the site. Clarification is being sought to confirm the holder of responsibility for maintaining the respective components of the bridge including the structure and wall. There has been liaison with LHFIG representatives clarifying requirements for substantive bid resubmission ahead of the upcoming November deadline.

Resolution: The Parish Council unanimously resolved to remove Cantax Hill traffic calming measures from its LHFIG substantive bid resubmission if permitted by LHFIG, to enable refinement of this component for a future substantive bid submission taking into account changes to traffic conditions since the original scoping work was conducted. Community consultation is being undertaken regarding the proposal to create a one-way system on East Street, Lacock. A substantive bid with Bowden Hill traffic calming measures retained will be resubmitted to LHFIG if permitted by LHFIG and Cllr Chilton was appointed to do so on behalf of the Parish Council.

Community orchard – Eight people attended the October working event with most planned work completed for the year. Fencing work is planned during winter.
Corsham Area Board – There is general cohesion amongst parishes regarding road safety and traffic concerns.
Planning – The planning application for PL/2026/01343, The Burford Brown, 22 Church Street, Lacock to construct a replacement outbuilding, replace windows and install new forecourt surfacing was rejected at committee hearing based on conservation grounds.

LPC/26-27/136 To note correspondence received

Meeting closed: 21:48

Date of Next Meeting – Monday 9 November 2026