Minutes of the Meeting of Lacock Parish Council held in Lacock Village Hall on 14 September 2026 at 7:00PM.

Present: Cllrs L Heren (Chair), S Wise, A Bone, P Chilton, P Fennell, S Longo.
Also present: T Edge (Clerk), Wilts Cllr P Wragg, S McMillan (National Trust) and one member of the public.

LPC/26-27/098 To receive apologies and note absences
Apologies were received from Cllr T Brown. Cllr Bowsher's resignation was noted and her contribution in her role liaising with education institutions within the parish was acknowledged.

LPC/26-27/099 To receive declarations of interest on agenda items
There were no declarations of interest

LPC/26-27/100 Public Participation
A member of the public expressed their views on planning application PL/2026/05000 and asked the Parish Council to take into account that the bus stop concerned is used by parishioners as well as students of Lackham College.

One member of the public left the meeting.

LPC/26-27/101 To approve minutes of previous Parish Council meetings (held on 13 July and 27 July 2026)
Resolution: The Parish Council unanimously resolved to approve the minutes of the Parish Council meetings held on 13 July and 27 July 2026.

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LPC/26-27/102 To receive updates from National Trust
National Trust will no longer fund staff and volunteer parties due to a central taken centrally. There is a desire to continue funding community events at Lacock and no specific directives have been given regarding these events. The next planned community event is the lantern parade in December. A scoping exercise undertaken to assess the repairs required to the Lacock playground estimated £120,000 for a full refit. National Trust is committed to adding these repairs to its project pipeline but will seek Parish Council support to fund imminent repairs to replace the swings and associated matting. Clarification of plans for tree planting on Bewley Common and the process for consulting residents was requested.

LPC/26-27/103 To receive updates from Wiltshire Council
Wilts Cllr Wragg reported on the upcoming by-election in the Salisbury Milford ward which could impact the majority on Wiltshire Council. The trial booking system for household recycling systems has begun. Local Plan activities are ongoing. The National Scheme of Delegation (NSD) takes effect on 31 October 2026 which removes councillors' ability to call in applications to be considered at Committee.
The Burford Brown planning application is scheduled for consideration at the next Northern Area Planning Committee meeting with the Planning Officer recommending the application be rejected based on conservation grounds.

LPC/26-27/104 To consider a confidential matter raised in correspondence
Resolution: The Parish Council instructed the Parish Clerk to draft a response for approval by the Chair and Councillor responsible for Finance and to then respond on behalf of the Parish Council.

LPC/26-27/105 To receive updates 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 Clerk/ Responsible Financial Officer on the implementation of recommendations arising from the annual internal report for the 2025/26 financial year. The recommendation to revise its financial regulations is under consideration.

LPC/26-27/106 To consider revised financial regulations for adoption
Resolution: The Parish Council unanimously resolved to adopt the revised financial regulations and instructed the Clerk to publish these.

LPC/26-27/107 To consider adoption of the National Joint Council's 2026 national pay settlement
Resolution: The Parish Council unanimously resolved to adopt the National Joint Council for Local Government Services 2026 national pay settlement with back-payment to be applied from 1 April 2026.

LPC/26-27/108 To set guidance for amounts to be held in the Parish Council's respective bank accounts
Resolution: The Parish Council unanimously resolved that following balances be held and maintained in its respective accounts: i) Current account - two months' net expenditure reserves, ii) Instant access account - two months' net expenditure reserves, iii) CCLA Public Sector Deposit Fund (PSDF) – remaining funds.

LPC/26-27/109 To consider the approach for proposed pavilion repairs and allocation of funding
Resolution: The Parish Council unanimously resolved to appoint Cllr Heren to draft a scope of services for design work for refurbishments to the sports pavilion.
The Parish Council instructed the Clerk to facilitate repairs to the sports pavilion's exterior shutters and changing room door in accordance with the revised financial regulations.

LPC/26-27/110 To consider allocation of earmarked reserves for pavilion refurbishment, Local Highways and Footways Improvement Group (LHFIG) substantive bid and legal services
Resolution: The Parish Council unanimously resolved to increase its earmarked reserves for its Local Highways and Footways Improvement Group (LHFIG) substantive bid to £40,000 and to allocate the following additional earmarked reserves: i) Sports pavilion refurbishment: £80,000 and ii) Legal services: £10,000.

LPC/26-27/111 To consider payments for approval
Resolution: The Parish Council unanimously resolved to approve the following schedule of payments for September 2026:

Invoice No.	Payee	Description	Net Amount (£)	VAT Amount (£)	Gross Amount (£)
	Parish Clerk	Revised Clerk salary and allowances Sep 2026	1,222.61	-	1,222.61
10974198	idverde	Grass cutting Jul 2026	225.68	45.14	270.82
10974199	idverde	Village and play area maintenace Jul 2026	233.28	46.66	279.94
10974200	idverde	Bin emptying Jul 2026	8.00	1.60	9.60
10976698	idverde	Grass cutting Aug 2026	225.68	45.14	270.82
10976699	idverde	Village and play area maintenace Aug 2026	233.28	46.66	279.94
10976700	idverde	Bin emptying Aug 2026	8.00	1.60	9.60
26/0030/PPS	PATA Payroll	Payroll with pension service Aug-Sep 2026 plus setup	119.20	-	119.20
34058	Rialtas Business Solutions	Software annual support and maintenance plus setup	1,143.50	228.70	1,372.20
3369	Somerset Association of Local Councils Limited	CiLCA support course starting October 2026	395.00	-	395.00
	Lacock and District Allotment Association	2026 Lacock flower show sponsorship	150.00	-	150.00
WALC-1355	Wiltshire Association of Local Councils	Training - Routine Playground Inspections	210.00	42.00	252.00
WALC-1339	Wiltshire Association of Local Councils	Training - Introduction to Planning, Clerk's Toolbox Pt 2	75.00	15.00	90.00
WALC-1310	Wiltshire Association of Local Councils	Training - Introduction to Cemetery Management	50.00	10.00	60.00
		Total	**4,299.23**	**482.48**	**4,781.71**

The Parish Council noted the following direct debits scheduled for September 2026:

Invoice No.	Payee	Description	Net Amount (£)	VAT Amount (£)	Gross Amount (£)
7823	Atema	Microsoft365 Apps for Business monthly subscription Sep 2026	9.72	1.94	11.66
P344361	Grist Environmental	Waste collection Bin outside Lacock Cemetery Sep 2026	51.93	10.39	62.32
INV31258670	Xero	Monthly subscription Sep 2026	39.00	7.80	46.80
	NEST Pensions	Employer/ee pension contributions Sep 2026	114.56	-	114.56
		Total	**215.21**	**20.13**	**235.34**

LPC/26-27/112 To consider arrangements for supporting Lacock's 2026 Remembrance Sunday service
Resolution: The Parish Council unanimously resolved to support Lacock's 2026 Remembrance Sunday service by applying for the associated temporary road closures around Lacock War Memorial and instructed the Clerk to prepare consultation letters and submit the required documentation to Wiltshire Council.

LPC/26-27/113 To consider the Parish Council's response to Wiltshire Council's freight action plan consultation
Resolution: The Parish Council unanimously resolved to appoint Cllr Chilton to prepare and submit the Parish Council's response to Wiltshire Council's freight action plan consultation highlighting concerns about HGV's crossing the Abbey bridges, the associated weight limit and lack of enforcement.

LPC/26-27/114 To consider action to address sequencing/timing of traffic signals on the A350 at Mons Lane and Corsham Road junctions

The Parish Council considered road safety concerns raised by residents regarding sequencing and timing of traffic signals on the A350 at Mons Lane and Corsham Road junctions and a response from Wiltshire Council indicating that refurbishment works in the latter part of FY 2027 would be undertaken to address the issue.

Resolution: The Parish Council unanimously resolved that prompt action was needed to address sequencing/timing of traffic signals on the A350 at Mons Lane and Corsham Road junctions and instructed the Clerk to make a written request to Wiltshire Council to do so.

LPC/26-27/115 To consider planning applications received:

Application Ref. and location	**Proposal**	**Stance**
PL/2026/04890 - 7 Reybridge, Lacock, Chippenham, SN15 2PB	Listed building consent (Alt/Ext) - Repair to existing dormer window frames, patch repairs to the gable end, rebuilding of a brick infill panel and investigation into any further works required to the woodwork	Support
PL/2026/05008- Packing Centre, Stonegate Farmers Ltd, Lacock Green, Corsham Road, Lacock, Chippenham, SN15 2NL	Full planning permission - Erection of factory extension (for the storage of packaging associated with the existing egg packing use of the site)	No objection
PL/2026/05257 - Lacock Abbey, High Street, Lacock, Chippenham, SN15 2LG	Notification of proposed works to trees in a conservation area - T1 Fraxinus excelsior - Reduction of limb as far back as the main trunk due to a cavity with active fungi at the branch union with significant decay. the reason for this being that this branch overhangs a visitor footpath	No objection
PL/2026/04948 – Rising Sun Inn, Bowden Hill, Lacock, Chippenham, SN15 2PP	Full planning permission - Erection of a log cabin to provide additional ancillary space	No objection
PL/2026/05040 - Showell Farm, Showell, Chippenham, SN15 2NU	Full planning permission - Proposed ground mounted solar array on paddock	No objection
PL/2026/05216 - Lacock Abbey, High Street, Lacock, Chippenham, SN15 2LG	Notification of proposed works to trees in a conservation area - T1 Fagus Sylvatica (Common Beech) - Reduce canopy by 3 meters to reduce weight on steel bracing to mitigate the risk of limb failure over a main visitor path within the gardens.	No objection
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	Support with recommendation to retain existing bus stop
PL/2026/04578 - Land at Showell Nurseries, Showell, Chippenham, SH15 2NU	Removal/variation of conditions -Variation of Condition 1 (Approved Plans) of PL/2023/06727 to allow the substitution of revised plans	No objection

LPC/26-27/116 To receive reports on Councillor Areas of Responsibility

Highways – Resident concerns have been raised regarding safety of the A350 crossing at Notton and they have been asked to submit a Highways Improvement Request for the Parish Council to consider. Cllr Chilton will produce a consultation letter to residents of East Street and Church Street and circulate regarding the proposed East Street one-way system. Cllr Chilton will prepare an LHFIG substantive bid resubmission for traffic calming measures on Cantax Hill and Bowden Hill.

Parish Steward – New parish stewards have been assigned, work orders are up-to-date.

Lacock Partnership – A letter of support for National Trust's lottery fund bid to convert space at Lacock Abbey into a community hub as part of a wider project is being produced and will be provided for Parish Council consideration once ready.
Public Rights of Way – Repairs are being undertaken by various parties following vandalism of stiles and other infrastructure leading to the canal path. The matter has been referred to Wiltshire Police. Cllr Fennell will contact Wiltshire Council to request information on the status of MyWilts reports regarding public footpaths and rights of way in the parish.
Corsham Road play park – The annual inspection is scheduled for September.
Allotments – flower show a success
Planning – Cllr Here will attend the Northern Area Planning Committee meeting to present on behalf of the Parish Council regarding planning application PL/2026/01343, The Burford Brown, 22 Church Street, Lacock, Chippenham, SN15 2LB.

LPC/26-27/117 To note correspondence received

None

Date of Next Meeting – Monday 12 October 2026

Meeting closed: 21:46