

LUCKINGTON AND ALDERTON PARISH COUNCIL

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Minutes of the Meeting of Luckington and Alderton Parish Council Held on Wednesday 11 February 2026 at 7.30pm in Luckington Village Hall

These are DRAFT minutes of the meeting and as such, may change following approval which takes place at the next Parish Council meeting.

Present:

Chair: John Buckley (JB)

Vice Chair: Sue Godwin (SG)

Councillors: Roger Phillips (RP), Jackie Muggleston, Nic Johnson-Greening.

Parish Clerk: Elise Whittleton (EW)

Members of the Public: 7

1/2423. Apologies for absence: Wiltshire Councillor, Martin Smith (MS)

2/2424. Declaration of interests: None declared.

3/2425. New Parish Warden volunteers

Andy Geddes and Nigel Stephenson introduced themselves as the new volunteer Parish Wardens. This is through the Cotswold National Landscape. They are currently checking all public rights of way are clear and free from obstruction. Where issues are found, they will contact landowners for permission and will work with landowners to fix these. SG offered to help identify landowners in the area. They will continue to report issues to Wiltshire Council via the MyWilts app. The Parish Wardens will stay in contact with the Parish Council via the Parish Clerk.

4/2426. Members of the public are invited to address the Council on agenda items:

- i. Sara Rodwell, Chris Rodwell (new Chair of Luckington Children's Playground Charity), James Atkinson, Kay Moss (both parents at Luckington School) provided an update on progress on item 17/2439. e. 20mph zone and school travel plans. See item for details.
- ii. Norbert Mak Asked for an update related to item 15/4237 Lime Down Solar Park. See item for details.

5/2427. Public Question Time: None.

6/2428. To confirm the Minutes of the meeting held on 14 January 2026. The Minutes were approved by all and signed by JB.

EW requested to make a correction to the 10 December 2025 minutes. Under item 9/2404. c. Budget planning 2026/27 to include reference to the precept setting, as well as budget setting, that took place at that meeting. The corrections to that paragraph are underlined:

JB provided a budget proposal for the councillors to review. Confirmed that Wiltshire Council provided the draft tax base for 2026/27 of 301.56 and the precept calculator in late November. JB noted a 3.8% increase added to all 2025/26 costs, the current CPI figure. All Councillors agreed to the rationale for the proposed budget and precept increase in 2026/27 to address the Parish Council's current financial issues. This means the current operating deficit will be addressed, funds will be put into projects in the area, plus allow the Parish Council to meet regulatory requirements, including budgeting for future uncontested election costs and relating to the website. The intention is by the time budget setting takes place next year, there will be a safer financial footing established and can return to increases in line with inflation, alongside funding any new projects and increasing the amount in the general reserves over the next few years. **All agreed to set the draft budget as stated in document LAPC draft budget 2026-2027. All agreed to set the precept as £22,191.80.**

The Council resolved to accept this correction.

Action: EW to note the correction on the copy in the minute book and to upload the corrected version to the website.

7/2429. Matters arising from the 14 January Minutes

16/2408 tree planting. RP provided an update that Wiltshire tree Grant Application and Planting Support team doesn't have a leaflet available to help promote this scheme in the parish. **Action: RP to investigate costs to produce A5 leaflets that could be put through letterboxes.**

8/2430. Planning

a. To review and comment on planning applications received:

PL/2026/00584 Householder planning permission. Proposed Two Storey Rear Extension & Garden Landscaping. Byways, The Street, Alderton, Chippenham, SN14 6NL. **No objections.**

b. To note planning applications determined:

i. **PL/2025/05083** Full planning permission. Provision of temporary on-site residential accommodation for agricultural worker. Long Ridges Farm, Alderton Lane, Chippenham, SN14 6EY. Decision: Approve with Conditions.

ii. **PL/2025/09381** Householder planning permission. Alterations to garage roof. Addition of dormer windows. The Old Post Office, The Street, Alderton, Chippenham, SN14 6NL. Decision: Refused.

iii. **PL/2025/09424** Proposed works to trees in a conservation area. Oak tree - reduce height to clear overhead lines by 1m. LAND ADJACENT TO OLD ROYAL SHIP, SOPWORTH LANE, LUCKINGTON, CHIPPENHAM, SN14 6PA. Decision: No objection.

iv. **PL/2025/09425** Proposed works to trees in a conservation area. Group of Ash, Beech, Hazel and Lime trees - selective branch removal to clear overhead lines by 1m. LAND OPPOSITE 5 CHAPEL ROW, LUCKINGTON, CHIPPENHAM, SN14 6PD. Decision: No objection.

v. **PL/2025/09426** Proposed works to trees in a conservation area. Silver Birch and Cherry trees - reduce height to clear overhead lines by 1m. LAND ADJACENT TO 21 HOLLIS GARDENS, LUCKINGTON, CHIPPENHAM, SN14 6NS. Decision: No objection.

vi. **PL/2025/09427** Proposed works to trees in a conservation area. Oak, Plum and Cherry trees - reduce height and selective branch removal to clear overhead lines by 1m. SITE 22 - LAND ADJACENT TO LUCKINGTON PRIMARY SCHOOL, THE STREET, LUCKINGTON, CHIPPENHAM, SN14 6NU. Decision: No objection.

c. To note outcome of planning appeals

PL/2023/05464: Ruby Cottage, The Street, Alderton. Refusal for change of use of annexe to a self-contained dwelling. Erection of fence. Decision by Wiltshire Council: Appeal dismissed.

9/2431. Update on financial issues

a. There was a discussion to agree payments as follows:

- i. Gradwell (Clerk's phone): £8.35 by DD
- ii. SLCC – Annual Membership: £116.00 (no VAT)
- iii. SLCC – New Clerk training course (webinar 1): £30.00 + VAT = £36.00
- iv. Clerk's salary (February 2026): £392.30
Clerk's office allowance (November 2025): £26.00
PAYE (Income Tax deduction, paid to HMRC on behalf of Clerk): £98.20
HMRC – Employer NI Contributions (January): £11.02

EW reported that on LAPC HMRC account a discrepancy over Clerk's PAYE due in January. PAYE basic tools app calculated this as £98.20 (not £98.00). So Clerk underpaid tax (20p) and was overpaid salary (20p) in January. February's salary and PAYE amounts above will correct this.

All items were approved and signed off by JB and SG.

b. The following receipts were noted: None received.

c. Budget planning and precept setting 2026/27.

EW confirmed the precept requirement of £23,458.35 was submitted to Wiltshire Council on 16 January. No further communication has been received so far. Wiltshire Full Council is due to meet on 24 February for budget setting. JB said that once the precept has been confirmed, a statement will go up on the Parish Council website and Facebook to provide more information to the community about the increase in precept on the council tax bills. Also reminded Councillors that the precept is paid in two instalments; in April and September, so further discussions needed on financial priorities.

10/2432. Confirmation of grass cutting dates in 2026

R. Russell confirmed to EW the first cut is planned for Tuesday 24 March. They will take place every other Tuesday and aims for 16 cuts, to finish 3 or 17 November as needed. He noted that some cuts were skipped last year, as sometimes there was little growth due to dry weather and drought conditions; so not all were needed. This could happen again this year.

11/2433. Paddock contract renewal plans

The paddock rental contract runs out end of April. All agreed they are happy with the current arrangement.

Action: EW to contact R. Ryan to find out if he would like to extend the contract for a further year.

12/2434. Set meeting dates for 2026/27

Discussed. All agreed to continue to hold meetings on second Wednesday of each month, with no meeting in August. Meetings to start at 7:30pm. Three meetings to be held in Alderton in October, March and June. **Action: EW to contact the Village Halls to request the bookings.**

13/2435. Internal Audit plans

All agreed to reappoint Auditing Solutions Ltd. For the 2026 internal audit, due in April. The company has contacted EW to discuss potential dates, likely to be early April to review paperwork. **Action: EW to confirm reappointment and arrange dates.**

EW reported in the Governance and Accountability for Smaller Authorities in England - Practitioners' Guide 2025 there is new Assertion, 10, for 2025/26 about digital and data compliance. There are some requirements the Parish Council does not currently meet – a Data Policy, IT Policy and an accessibility statement on website. All agreed that EW would try to provide these policies by the audit, if time allowed. EW said that a review of the existing asset register and risk assessment will need to come to the March meeting. JB noted that the proposed 2026/27 budget has allocated funds to purchase a new gov.uk website which will address the poor accessibility issues with current website.

14/2436. Annual Parish Council Meeting planning for 13 May 2026

Discussions on the format of this meeting. Agreed to continue with previous practice of a short meeting with the Chair's Report and election of Chair and Vice Chair. There may be opportunities for more community involvement in May 2027, with more lead time for planning.

15/2437. Lime Down Solar Park update

The Parish Council have received information as a result of submitting the relevant response in December, as it is now designated as an Interested Party. The Examining Authority (ExA) have published a letter on National Infrastructure Website, giving notice to a preliminary meeting to be held in Neeld Community & Arts Centre, Borough Parade, Chippenham, SN15 3WL or virtually via Microsoft Teams on 21 April at 10am. Plus further events to follow on 21 April 2:00pm – open floor hearing 1 (OFH1) and then 22 April 10:00am – issue specific hearing 1 (ISH1). After these meetings, further opportunity to submit a written representation can be submitted in June. There will be site visits and seminars. The end of the examination period is expected to be October 2026 – six months after the April meetings. The Planning Inspectorate will then submit a report to the Secretary of State. Further details are available from the Planning Inspectorate website: <https://nsip->

16/2438. Cemetery update

JB updated that R. Simpkins has not yet been able to proceed with the works to replace the section of the cemetery wall that came down in January. EW confirmed no other updates.

17/2439. Highways

a. Updates

- i. Notice Highways urgent closure of The Street (part), Luckington - 18/02/26
- ii. Notice Highways urgent closure of Allengrove Lane, Luckington – took place 03/02/26
- iii. Notice and Indicative Plan for a Temporary Traffic Regulation Order (TTRO) for C84 (Part), Luckington and Alderton commenced 12th January 2026. To enable: Wiltshire Council to carry out New Foul Connection and associated works. The roads are now reopened.
- iv. Resident contacted EW about footpath LUCK 51. By side of Ashbridge House. EW confirmed this is a bridleway. Resident reported the stile at the end of the footpath has eroded and queried if this could be replaced. **Action: EW to provide this information to new Parish Wardens.**

b. Wiltshire Council Orders on diversion of footpaths P/2024/003 - Rights Of Way - Wiltshire Council

- i. Luckington 17
- ii. Luckington and Alderton 20, 21 and Sherston 43

Wiltshire Council advertised the above Orders in the Gazette and Herald on 22 January 2026. EW put on website and on noticeboards.

Any representations about or objections to the order may be sent in writing to Ali Roberts, Wiltshire Council, County Hall, Trowbridge, Wiltshire, BA14 8JN, or via email at ali.roberts@wiltshire.gov.uk quoting the order title "The Wiltshire Council parish of Luckington and Alderton Path 17 diversion and definitive map and statement modification order 2026" not later than 5:00pm on 19 February 2026 and respondents are requested to state the grounds on which it is made.

c. Recording incidents of flooding to Wiltshire Council

Storm Chandra January 2026. Wiltshire Council contacted clerk with Flooding Evidence Request from town and parish councils about the recent flooding event and impacts on their communities. This information is crucial in gaining priority and may support future funding applications from DEFRA. If the parish council are aware of any properties or businesses affected whether it be internal flooding or near misses please submit as much detail as possible. Please report to EW any details, who can then report to Wiltshire Council.

d. 20mph zone and school travel plan updates:

Sara Rodwell reported the draft school travel plan has been submitted to Wiltshire Council. They have received feedback with suggestions and improvements. The parent survey has been completed, which is supportive. A hands-up survey will take place soon. They stressed that the 20-mph zone will improve road safety for the whole community, not just the school. They will contact Wiltshire Highways to request a traffic survey and are looking for support from the Parish Council. Councillors all agreed to support this. **Action: Parish Clerk to provide a letter of support;** this will be passed to Sara Rodwell. The feasibility study is expected to be completed by September. The plan is to submit the school travel plan for the competitive funding by April 2027.

e. Correspondence re 'highways issues' from Kimm South (Luckington) referred to LAPC by Cllr Martin Smith (Wiltshire Council).

The road surface condition in the 'Rathole' (Church Road) is an ongoing issue, with the Parish Council pushing to get a more substantial repair done. Recent patching repair done to a good standard. 20 mph issue complex and long history in the village. National and local Wiltshire Highways policies make implementing this in Luckington very challenging. Alternate opportunity to access funding through Wiltshire Council school competitive funding scheme is being explored.

Reporting on issues should continue to be made to Wiltshire Highways via the 'MyWilts App and via the website www.wiltshire.gov.uk/mywilts-online-reporting. The Parish Council advises members of the public to create an account, as this allows for further tracking of reported issues.

18/2440. Report from Outside Meetings:

JB noted that at the Flood Group meeting a very high-water table level is reported across Wiltshire, this has the potential to lead to surface water flooding and residents should consider implementing mitigation measures where appropriate.

19/2441. Items for next meeting Agenda and any other business, for information only

EW confirmed agenda items to review Asset register, and risk assessment. JM to check to check if the Developer will attend this meeting.

SG reported that due to RHS Badminton Flower Show in July, the Sherston Boules Festival has changed its date to coincide with the Luckington Fete day. The organisers of both events are aware.

The meeting closed at 9:12pm.