

KINGTON ST MICHAEL PARISH COUNCIL

Vivian A Vines MBE
Clerk of the Council

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8th January 2016

Dear Councillor,

You are summoned to a **Meeting of the Kington St Michael Parish Council**, which will be held on **Thursday 14th January 2016** in the **Kington St Michael Village Hall, Kington St Michael SN14 6HX** commencing at **7.45 p.m.**

Yours faithfully,



Vivian A Vines MBE
Parish Clerk

FULL COUNCIL MEETING

NOTICE OF MEETING – Public Notice of the Meeting is given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972.

PUBLIC QUESTION TIME: an opportunity for members of the public to address the Council on any Council matter before the formal meeting commences. (Limited to 10 minutes)

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES: an opportunity to put questions and receive information from the Wiltshire Councillor, if available, and Council delegated representatives for other organisations and functions. (Limited to 10 minutes)

AGENDA

1. **APOLOGIES FOR ABSENCE:** To note and agree Apologies received from Council Members
2. **Declaration(s) of Interest - in accordance with Kington St Michael Parish Council's Code of Conduct and Standing Orders**

3. **MINUTES:** To receive and sign as a true record the Minutes of the meeting/s held

Parish Council Meeting held 26th November 2015 (see attached Draft Minutes)

4. **PLANNING:**

Planning Applications: To make observations on Planning Applications received

Prior to the consideration of each Planning Application, the opportunity will be given for Applicants and their Representatives and any other interested parties to address the Council. (Limited to 3 minutes each person)

- a) 15/11879/FUL and 15/11875/LBC
Addition of Velux Window to North West Elevation
Little Barn, Kington St Michael, Nr Chippenham, Wiltshire SN14 6HX
For Mr David Ward **(For Decision) (see attached pdf)**
- b) 15/12090/FUL
Garage Conversion & New Dormer Windows
Kingfisher, 57c, Kington St Michael, Nr Chippenham, Wiltshire SN14 6JE
For Mr John Bigwood **(For Decision) (see attached pdf)**
- c) 15/12264/TCA
Work to Trees in Conservation Area
Fell 1 Hawthorn Tree
Minchin, Stubbs Lane, Kington St Michael, Nr Chippenham, Wiltshire SN14 6HY
For Mr Colin Labouchere **(For Decision) (see attached pdf)**

Planning General: To receive notification of any Planning Decisions received and any amendments and updates to previously considered Planning Applications. To receive notification and consider any other Planning related matters, including updates on any Planning Applications that have not yet been determined

- a) 15/09757/TCA
Work to Trees in Conservation Area
Fell 1 Cherry Tree
Manor Farm, Kington St Michael, Nr Chippenham, Wiltshire SN14 6JE
For Mr Roger Sealy

No Objection 8th December 2015
- b) 15/06784/FUL and 15/07035/LBC
Subdivision Extension of Property
8 Honey Knob Hill. Kington St Michael, Nr Chippenham, Wiltshire SN14 6JB
For Mr James Hamilton

Approved, subject to Conditions 23rd December 2015
- c) 15/11691/TCA
Work to Trees in Conservation Area
Home Farmhouse, 2, Kington St Michael, Nr Chippenham, Wiltshire SN14 JE
For Mr R Squires

No Objection 22nd December 2015

6. FINANCE: To consider financial matters and to receive notification of any receipts and invoices for payment

- a) To consider and approve any payments required

Glasdon UK Ltd. Inv 699775 10 th Dec 2015 Notice Board Glazing	£ 55.03
Parish Online Annual Subscription Renewal. Inv POL-2016-02981 18 th Dec 2015	£ 33.60
KSM Village Hall. Parish Room Hire Inv. 2 nd January 2016	£ 12.00
(see attached) (For Decision)	

- b) To note any receipts received

No receipts have been received within the timescale for Agenda inclusion.

- c) To note Bank Account balances as at 6th January 2016

HSBC Main Business A/c No 31545043	£16,631.95
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HSBC Reserves A/c No 21545078	£15,592.67
HSBC Charities A/c No 71545051	£ 760.33
HSBC Defibrillator A/c no 51563041	£ 1,448.82

- d) Council Budget: To consider Council Budget and Budget proposals for the Council Year 2016-2017 and required Precept. **(details to be circulated at the Meeting) (For Decision)**

7. HIGHWAY MATTERS:

- a) Parish Stewards Programme/ Requirements – Local Highway and Streetscene Community Team. To raise general issues and to receive any updates. To note receipt of Local Highways (Bill and Adrian) January 2016 Newsletter and attachments. **(previously circulated)**
- b) Rights of Way – To raise general issues and to receive any updates
- c) Highway & Footpaths Conditions and Maintenance – To raise general issues and to receive any updates.

8. UPDATE ON STANDING ITEMS:

- a) Recreation Ground – To raise general issues and to receive any updates.
- i) Bonfire Night 2015. To note and consider any updates. **(For Decision)**
 - ii) RoSPA Play Safety Inspection Repairs. Pursuant to Minute 15/100 (a) an order was placed with Playspace Playgrounds. Subsequently, they advised that their original quotation was incorrect and that the cost would reduce to £1,145.34 plus £229.07 vat totaling £1374.41. Work was expected to commence on site week commencing 11th January 2016. **(to note)**
 - iii) Recreation Ground Community Volunteers. To consider community role and governance options. **(For Decision)**
- b) Notice Boards – To raise general issues and to receive any updates.
- c) Flooding & Drainage – To raise general issues and to receive any updates
- d) Parish/Community Website/Social Media – To raise general issues and to receive any updates.
- e) Asset Register – To raise general issues and to receive any updates
- f) Insurance – To raise issues and receive updates as required
- g) Tor Hill Footpath Project – To raise general issues and to receive any updates.
- h) Kington St Michael Village Hall – To raise general issues and to receive any updates
- i) Wiltshire Council Chippenham Area Board and Parish Forum
- i) To consider any new, and review any previous local issues within the Parish, which have been, or should be raised, with the Chippenham Area Board and to note that the next Area Board Meeting is to be held on Monday 18th January 2016 at 7.00pm in the Neeld Hall, Chippenham. **(For Decision)**
 - ii) To receive any reports and updates resulting from Chippenham Community Area Parish Forum Meeting held 18th November 2015. **(see attached) (to note)**
 - iii) To note that the next Meeting of the Chippenham Community Area Parish Forum is to be held on Wednesday 20th January 2016, 7.30pm in the Goss Croft Hall, Upper Seagry. **(to note)**
 - v) To consider any new, and review any previous local issues within the Parish, which should be raised, with the Chippenham Community Area Parish Forum **(For Decision)**
- j) Kington St Michael Neighbourhood Plan – To receive any updates and to consider progress.
- k) Village Newsletter – To raise general issues and agree editorial if necessary

9. CLERKS REPORT: To note items received for decision, information, circulation and for future discussion and matters arising and updates from previous meeting/s

- a) Wiltshire Council-Councillors Briefing Note No 268. To note receipt of Briefing Note in regards to the Chippenham Site Allocations Plan Examination update. **(see attached) (to note)**
- b) Wiltshire Council B4069 Draycot Cerne to Lyneham 18 tonne Weight Restriction. To note receipt of Email, 25th November 2015, in regards implementation of a permanent weight restriction (except for access) for the route and requesting comments on an

- informal pre-consultation by 6th January 2016. To note that the Clerk has responded on the 26th November 2015. **(see attached) (to note)**
- c) Bremhill Neighbourhood Plan. To note Email, 28th December 2015, advising that the Statutory Consultation period closes on 29th January 2016 and the Council is invited to respond. **(see attached) (For Decision)**
 - d) Victim Support. To note receipt of letter dated, December 2015, requesting a grant towards the ongoing work to support victims in Wiltshire. **(see attached) (For Decision)**
 - e) Wiltshire Police and Crime Commissioner. Public Consultation on the cost of policing in 2016-2017. The Council has been notified of the Consultation, which closes on Tuesday 2nd February 2016. **(see attached) (For Decision)**
 - f) Buckingham Palace Garden Party 10th May 2016. Council is invited to submit names by WALC to enter a random draw. **(see attached) (For Decision)**
 - g) Kington St Michael Village Shop Ltd. To consider renewal of the expired Lease between the Council and the Village Shop. **(For Decision)**
 - h) Parish Council Vacancies. To note that two Vacancies exist, that the Council can Co-opt eligible applicants and to consider advertising the Vacancies. **(to note)**
 - i) Section 106 Parish Funds. Pursuant to Minute 15/101(i) a response has been received advising that a contribution of £8,400.00 is expected from the Honey Knob Hill development. The developer has been invoiced but Wiltshire Council has not received payment to date. **(to note)**
 - j) Highway Conditions. Pursuant to Minute 15/99 (c) the occupiers of properties have been notified of the parking concerns and possible options available and asked for their views. To date no responses have been received. **(to note)**
 - k) Wiltshire Council Bus Service Consultation. The Council has been notified of the Consultation, which closes on 4th April 2016. **(see attached) (For Decision)**
 - l) Wiltshire Council-Councillors Briefing Note No 270. To note receipt of Briefing Note in regards to Surface Development Restrictions for Hydraulic Fracturing. **(see attached) (to note)**
 - m) Wiltshire Council-Councillors Briefing Note No 274. To note receipt of Briefing Note in regards to f40 group – fair funding campaign. **(see attached) (to note)**
 - n) Wiltshire Council-Councillors Briefing Note No 276. To note receipt of Briefing Note in regards to Wiltshire Online Programme – Broadband Update. **(see attached) (to note)**

10. COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING:

An opportunity to raise items and issues which cannot be dealt with by the Clerk and which do not require a policy decision other than referral to the next meeting.

11. DATE OF NEXT MEETING: The date of the next Council Meeting is scheduled for **7.45pm, Thursday 18th February 2016** in Kington St Michael Village Hall.