

KINGTON ST MICHAEL PARISH COUNCIL

Vivian A Vines MBE
Clerk of the Council

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3 Wardour Road
Chippenham
Wiltshire
SN14 0PA

10th June 2016

Dear Councillor,

You are summoned to a **Meeting of the Kington St Michael Parish Council**, which will be held on **Thursday 16th June 2016** in the **Kington St Michael Village Hall, Kington St Michael SN14 6HX** commencing at **7.45 p.m.**

Yours faithfully,

Vivian Vines

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 Annual Meeting held 19th May 2016 (see attached Draft Minutes)
Parish Council Meeting held 19th May 2016 (see attached Draft Minutes)
- 4. PLANNING:**
Planning Applications: To make observations on Planning Applications received

There are no applications to consider

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 to date.

There are no decisions or matters to report

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, including payments made between meetings

Digiprint Inv DPCH/15821 23.05.16	£ 34.72
Community Heartbeat Trust Inv No 623 24.05.16	£ 63.60
Website Management Contract 2016/17. Mrs L Durno	£ 600.00
Playdale Playgrounds Ltd. Inv 021678 08.03.16	£ 1102.52

(see attached) (For Decision)

- b) To note any receipts received

No receipts have been received

- c) To note Bank Account balances as at 8th June 2016

HSBC Main Business A/c No 31545043	£17,369.81
HSBC Reserves A/c No 21545078	£15,596.70
HSBC Charities A/c No 71545051	£ 760.54
HSBC Defibrillator A/c no 51563041	£ 867.15

7. HIGHWAY MATTERS:

- a) Parish Stewards Programme/ Requirements – Local Highway and Streetscene Community Team. To raise general issues and to receive any updates. To consider and update the top 5 priority template spreadsheet and inform Wiltshire Council Highways. **(For Decision)** To note receipt of Local Highways (Cllr Mr Whitehead's) June 2016 Newsletter. **(previously circulated) (to note)**
- 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. Tor Hill Footpath and Fence. Discussions are continuing with Markerstudy Insurance in regards to the insurance claim. **(to note)**

8. UPDATE ON STANDING ITEMS:

- a) Recreation Ground – To raise general issues and to receive any updates.
- i) QE2 Recreation Field Group. To receive update/s since the last Council Meeting. **(to note)**
- ii) Children's Park fence. To receive update/s since the last Council Meeting. **(to note) (For Decision)**
- iii) KSM Club. Club Fun Day is to be held on the QE2 Field on Saturday 3rd September 2016 **(to note)**
- b) Notice Boards – To raise general issues and to receive any updates. To consider repairs **(For Decision)**
- 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 Chippenham Community Area 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, which is scheduled to meet

next on Monday 27th June 2016 in the Goss Croft Hall, Upper Seagry. To agree Council representation. **(For Decision)**

- ii) To consider any new, and review any previous local issues within the Parish, that should be raised with the Chippenham Community Area Parish Forum, which next meets on Wednesday 13th July 2016 at 7.30pm in the Kington St Michael Village Hall. To agree Council representation. **(to note) (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) Kington St Michael Village Shop Ltd. To note receipt of a letter of thanks, 22nd May 2016, in regards to the Council's donation of £450.00 towards the Post Point in the Village Shop. **(see attached) (to note)**
- b) The Ridings, Kington St Michael. Pursuant to Minute 16/018 (c) in regards to the erection of a picket fence erected on land that was to be retained as open plan has been reported to Wiltshire Council enforcement. **(see attached) (to note)**
- c) Wiltshire Council owned Footpath. Pursuant to Minute 16/016 (c) The Council has reported the concerns regarding the condition of the Footpath from rear of School to The Ridings and High Street. **(to note)**
- d) Wiltshire Council Chippenham Site Allocation Modifications. To note that a Consultation on the proposed modifications is taking place from Monday 23rd May to Tuesday 5th July 2016. **(see attached) (to note)**
- e) Community Emergency/Resilience Plan. Pursuant to Minute 16/018 (g) Mrs L Durno has provided updates and the Wiltshire Council Template can now be completed by the Clerk and circulated to Wiltshire Council and interested parties. **(to note)**
- f) Chippenham Without Parish Boundary. The Chippenham Without Parish Council has received a request from Mr Jesper Eades, Cedar Lodge, Allington SN14 6LW to support a boundary change that transfers Cedar Lodge from Kington St Michael Parish to Chippenham Without Parish. The Chippenham Without Parish Council agreed that in principle this was sensible, bearing in mind the property was within the Allington Conservation Area and from a visual point of view looked as though it was part of their Parish. Before proceeding with the request they considered that the views of Kington St Michael Parish should be sought to ensure that they are supportive of the request prior to any agreement and submission of a formal request to Wiltshire Council. **(see attached) (For Decision)**
- g) Chippenham Town Council Neighbourhood Plan. The Chippenham Town Council has commenced work on the preparation of a Neighbourhood Plan and sought to engage at an early stage with surrounding Parishes. Council Members had indicated that they would wish to be represented at any Meeting/s arranged. Confirmation has been received that a Meeting is scheduled for 6.30pm on Tuesday 28th June 2016 in The Town Hall, Chippenham. To agree representation to a maximum of 3 Council Members. **(For Decision)**
- h) Wiltshire Council Operational Flood Working Group North. To note that a meeting of the Group took place on Wednesday 18th May 2016 and that the next Meeting takes place on the 13th July 2016 at Trowbridge Rugby Club. **(to note)**
- i) Wiltshire Council-Councillors Briefing Note 296. Future of Children's Centre Services. To note receipt of Briefing Note **(see attached) (to note)**
- j) Wiltshire Council Parish Steward Presentation Evening. To note that the presentation evening took place on Tuesday 7th June 2016 at Monkton Park, Chippenham and to receive any updates from attendees. **(to note)**
- k) Parish Council Vacancies. To note that three Vacancies exist, that the Council can co-opt eligible applicants and to consider advertising the Vacancies. **(For Decision)**

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 21st July 2016** in Kington St Michael Village Hall.