

# KINGTON ST MICHAEL PARISH COUNCIL

Vivian A Vines MBE  
Clerk of the Council

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Chippenham  
Wiltshire  
SN14 0PA

18<sup>th</sup> July 2016

Dear Councillor,

You are summoned to a **Meeting of the Kington St Michael Parish Council**, which will be held on **Thursday 21<sup>st</sup> July 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 Meeting held 16<sup>th</sup> June 2016 (see attached Draft Minutes)
4. **PLANNING:**  
**Planning Applications:** To make observations on Planning Applications received
  - a) 16/06026/TCA  
Works to Trees in a Conservation Area  
Reduce Height of Neighbouring Leylandii Hedge by 2 Metres and Reduce Sides to Boundary Land to the rear of 1 The Ham, Kington St Michael SN14 6LD  
For Mr D Hoey

The application consultation timescale required a Council response prior to this meeting. An informal discussion between Members indicated that there were no objections in principle to the works but that prior to any work being carried out there should be agreement with the owner/s of the hedge on the height reduction. The Clerk responded under delegated powers. Cllr R Sealy declared an interest and took no part in the discussion. **(to note)**

**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

KSM Village Hall. Hire costs Inv 04.07.16	£ 48.00
KSM After School Club (see agenda item 9 a) <b>(see attached) (For Decision)</b>	£ 142.00

- b) To note any receipts received

Markerstudy Insurance Claim TT15598264 17.06.16	£ 140.00
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- c) To note Bank Account balances as at 18<sup>th</sup> July 2016

HSBC Main Business A/c No 31545043	£15,597.60
HSBC Reserves A/c No 21545078	£15,584.47
HSBC Charities A/c No 71545051	£ 760.58
HSBC Defibrillator A/c no 51563041	£ 867.20

**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) July 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. To consider Tor Hill overgrown Footpath maintenance. Tor Hill crossroads fence. Markerstudy Insurance claim as now been settled. **(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) QE2 Recreation Field. Grass cutting. To receive update/s since the last Council Meeting. **(to note) (For Decision)**
- 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 receive any reports and updates resulting from the Wiltshire Council Chippenham Area Board Meeting held on the 27<sup>th</sup> June 2016 and review any previous local issues within the Parish, which have been, or should be raised, with the Chippenham Area Board, which next meets on Monday 5<sup>th</sup> September 2016 in The Neeld Hall, Chippenham. To agree Council representation. **(For Decision)**
  - ii) To receive any reports and updates resulting from the Chippenham Community Area Parish Forum held on the 13<sup>th</sup> July 2016 in the Kington St Michael Club and to consider any new, and review any previous local issues within the Parish, that should be raised with the Parish Forum, which next meets on Wednesday 21<sup>st</sup> September 2016 at 7.30pm in the Kington St Michael Club. To agree Council representation. **(For Decision)**
- j) Kington St Michael Neighbourhood Plan – To receive any updates and to consider progress. To note that the KSM Village Hall has been booked for 7.00pm on Tuesday 25<sup>th</sup> October 2016 to hold a community evening. **(to note)**
- k) Village Newsletter – To raise general issues and agree editorial if necessary. Deadline for copy for the August/September issue is 10.00am Wednesday 20<sup>th</sup> July 2016 **(to note)**

**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) KSM After School Club. To consider a request from Sarah Meehan for financial assistance towards the purchase of small items of equipment totaling £142.00. Wiltshire Council Chippenham Area Board has given the Club £350.00 towards books and board games. **(see attached) (For Decision)**
- b) Chippenham Town Council Neighbourhood Plan. To receive any reports and updates resulting from the engagement meeting held on Tuesday 28<sup>th</sup> June 2016 in The Town Hall, Chippenham. **(to note)**
- c) Chippenham Without Parish Boundary. The Parish Council has supported the request from Mr Jesper Eades, Cedar Lodge, Allington SN14 6LW for a boundary change that transfers Cedar Lodge from Kington St Michael Parish to Chippenham Without Parish. The formal request has now been submitted to Wiltshire Council. **(to note)**
- d) M4. Junction 17 proposals. To note that Savills, agents acting on behalf of developers, are holding a community engagement meeting, hosted by Kington Langley Parish Council on Monday 1<sup>st</sup> August 2016 at 7.15pm in The Union Chapel, Kington Langley. To agree Council representation. **(For Decision)**
- e) Wiltshire Council Operational Flood Working Group North. To note that the Meeting scheduled for the 13<sup>th</sup> July 2016 at Trowbridge Rugby Club was cancelled. The next Meeting is scheduled of the 7<sup>th</sup> September 2016 in Corsham Town Hall. **(to note)**
- f) Wiltshire Council 18 Tonne Weight Restriction B4069. Notice has been received that the formal consultation regarding a proposal for a permanent weight limit Traffic Regulation Order on the B4069 (Draycot Cerne to Lyneham) closing on the 11<sup>th</sup> July 2016 had received no objections and that Wiltshire Council will now proceed with the Order. **(to note)**
- g) 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 15<sup>th</sup> September 2016** in Kington St Michael Village Hall.