

KINGTON ST MICHAEL PARISH COUNCIL

Vivian A Vines MBE
Clerk of the Council

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Dauntsey Lock
Nr Chippenham
Wiltshire
SN15 4TL

17th July 2015

Dear Councillor,

You are summoned to a **Meeting of the Kington St Michael Parish Council**, which will be held on **Thursday 23rd July 2015** 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
Apologies have been received from Cllr John Newton
- 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 Planning Meeting held 25th June 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)

No Planning Applications have been received within the timescale for Agenda inclusion.

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

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

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

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

- 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 16th July 2015

HSBC Main Business A/c No 31545043	£12,236.33
HSBC Reserves A/c No 21545078	£15,558.39
HSBC Charities A/c No 71545051	£ 760.09
HSBC Defibrillator A/c no 51563041	£ 1,448.36

7. HIGHWAY MATTERS:

- a) Parish Stewards Programme/ Requirements – Local Highway and Streetscene Community Team. To raise general issues and to receive any updates
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
b) Notice Boards – To raise general issues and to receive any updates and to consider further provision, cleaning and future maintenance
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) Quality Council – No update required
f) Asset Register – To raise general issues and to receive any updates
g) School Liaison – To raise general issues and to receive any updates
h) Council Standing Orders – To raise general issues and to receive any updates
i) Council Financial Regulations - To raise general issues and to receive any updates
j) Council Code of Conduct – To raise general issues and to receive any updates
k) Risk Assessment, Health & Safety and Management Register – To raise general issues and to receive any updates
l) Freedom of Information Act-Publication Scheme – To raise general issues and to receive any updates
m) Tor Hill Footpath Project – To raise general issues and to receive any updates
n) Kington St Michael Village Hall – To raise general issues and to receive any updates
o) Allotments – To raise general issues and to receive any updates
p) Wiltshire Council Chippenham Area Board and Parish Forum
i) To receive any reports and updates resulting from the Wiltshire Council Chippenham Area Board Meeting held on the 29th June 2015 and to note that the next meeting is to be held on the 7th September 2015
ii) 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
iii) To receive any reports and updates resulting from Wiltshire Council Chippenham Area Board Parish Forum Meetings held on the 20th May 2015 and 22nd July 2015

- v) To note that the next meeting of the Chippenham Area Board Parish Forum is to be held on 23rd September 2015 in Sutton Benger Village Hall
- vi) To consider any new, and review any previous local issues within the Parish, which should be raised, with the Chippenham Area Board Parish Forum
- q) Parochial Church Council – To raise general issues and to receive any updates
- r) Kington St Michael Neighbourhood Plan – To raise general issues and to receive any updates. The formal application for Designation of the whole of Kington St Michael Parish as a Neighbourhood Area has now reached the Consultation stage. Consultation period ends at 5.00pm on 19th August 2015.
- s) Neighbourhood Watch – To raise general issues and to receive any updates
- t) Emergency Planning – To raise general issues and to receive any updates
- u) Insurance – No update required
- v) Village Newsletter – To raise general issues and agree editorial if necessary
- w) Village Information Booklet – To raise general issues and to receive any updates
- x) Community Speedwatch – To raise general issues and to receive any updates
- y) Defibrillators – To raise general issues and to receive any updates
- z) Community Energy Generation Scheme – To raise general issues and to receive any updates

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) To note the receipt of Wiltshire Council Parish Emergency Assistance Scheme 2015/2016 and to agree Contact, Delivery and Equipment Requirements. **(see attached)**
- b) To note receipt of Grant Thornton Email 13th July 2015 acknowledging receipt of 2015 Annual Return
- c) Seagry Neighbourhood Area Designation. To note receipt of Wiltshire Council Email 30th June 2015 in regards to Application consultation. Consultation period ends 5.00pm on 19th August 2015. **(see attached)**
- d) To note receipt and contents of Wiltshire Council Northern Operational Flood Working Group Notes of Meeting held on 20th May 2015 and to note that a further Meeting took place on 8th July 2015 in Malmesbury Town Hall **(see attached)**
- e) To note the Adoption of the Community Infrastructure Levy (CIL) by Wiltshire Council on the 12th May 2015 and note that a Member's training session is proposed.**(see attached)**
- f) To note receipt of Wiltshire Council Email 20th June 2015 in regards to Parish Election Costs. **(see attached)**
- g) Smaller Authorities Transparency Fund. To note DCLG and NALC proposals to ease the burden on smaller authorities meeting the requirements. **(see attached)**
- h) Bonfire Night - To raise general issues and to receive any updates
- i) To note receipt of Kington St Michael Village Shop Email, dated 3rd July 2015, thanking the Parish Council for their donations of £450.00 towards Post Point and £250.00 towards CCTV upgrade.
- j) Parish Council Vacancies. To note that two Vacancies exist, that the Council can Co-opt eligible applicants and to consider advertising the Vacancies.
- k) To note receipt of Wiltshire Council Section 14(1) RTR Act 1984 Notice – Temporary Closure of The Ridings, Kington St Michael for resurfacing of carriageway and associated works on 23rd July 2015 for a maximum 21 days, with the anticipation of taking 2 days to complete. **(see attached)**
- l) To note receipt of Swan Advocacy Email, dated 16th July 2015, in regards to request for a donation towards the Dementia Advocacy support project in Wiltshire. **(see attached)**

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 17th September 2015** in Kington St Michael Village Hall.