

KINGTON ST MICHAEL PARISH COUNCIL

Vivian A Vines MBE
Clerk of the Council

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3 Wardour Road
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Wiltshire
SN14 0PA

19th November 2016

Dear Councillor,

You are summoned to a **Meeting of the Kington St Michael Parish Council**, which will be held on **Thursday 24th November 2016** in the **Kington St Michael Club, Kington St Michael SN14 6JB** 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 15th September 2016 (see attached Draft Minutes)
Parish Council Meeting held 20th October 2016 (see attached Draft Minutes)
4. **PLANNING:**
Planning Applications: To make observations on Planning Applications received
 - a) 16/09220/LBC
2 Replacement Doors and 1 Replacement Window
Barnsgate, Kington St Michael SN14 6HX
For Mr Mulholland (see online) (For Decision)

- b) 16/10259/TCA
 Crown Lift to 3 Metres from Ground level and 9 Metre Height Reductions to 2 Fir Trees
 Magpie Cottage, 1 Kington St Michael SN14 6HX
 For Mrs Jacqueline Lock **(see online) (For Decision)**

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

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.

No Planning related matters have been received within the timescale for Agenda publication.

5. 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

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| Ideverde Limited. Inv GM745028 30.09.16 | £ 782.80 |
| Ideverde Limited. Inv GM745207 31.10.16 | £ 148.37 |
| Grant Thornton UK LLP. Inv 8613856 15.11.16 | £ 120.00 |

(see attached) (For Decision)

- b) To note any receipts received

No receipts have been received the last Council Meeting

- c) To note Bank Account balances as at 14th November 2016

| | |
|------------------------------------|------------|
| HSBC Main Business A/c No 31545043 | £24,786.68 |
| HSBC Reserves A/c No 21545078 | £15,600.77 |
| HSBC Charities A/c No 71545051 | £ 760.75 |
| HSBC Defibrillator A/c no 51563041 | £ 867.37 |

- d) Council Budget: To consider Council Budget and Budget proposals for the Council Year 2017-2018 and required Precept.

Pursuant to Minute 16/055 (d) the Council is reminded that they will need to consider and agree their spending proposals for the next Council Year at the 12th January 2017 Meeting in order to agree a Precept requirement to meet the timescale of Wiltshire Council. Council Members are requested to consider proposals in the interim period to allow an assessment of cost implications for the Clerk to prepare alternative Budget forecasts for consideration at the Meeting in January.
(to note)

6. 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 the Local Highways (Cllr Mr Whitehead's) November 2016 Newsletter and attachments. **(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.
- a) Tor Hill Ivy Growth. Pursuant to Minutes 16/036 (c)(b), 16/046 (c) (a) and 16/056 (c) (a). To receive any updates since the last Council Meeting. **(to note) (For Decision)**
- b) The Ridings/Town Close. Pruning of Cherry trees and other tree works. Pursuant to Minutes 16/046 (c)(b) and 16/056 (c)(b). To receive any updates since the last Council Meeting. GreenSquare have advised that the Town Close tree/s are not their responsibility. To consider whether the Parish Council should take responsibility. A

quotation has been received for the necessary work and to consider options. **(see attached quotation for Council Members only) (to note) (For Decision)**
The Council has been copied correspondence from the occupiers of 4B Town Close to Wiltshire Council dated 26th October 2016. **(see attached) (to note)**

7. 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) Bonfire Night, Saturday 5th November 2016. To receive any updates since the last Council Meeting. **(to note)**
- 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 Chippenham Community Area Parish Forum
 - i) To note that the Wiltshire Council Chippenham Area Board met on Monday 7th November 2016 in the Neeld Hall, Chippenham. To receive any reports from attendees. To note that the next Area Board Meeting is to be held on Monday 16th January 2017 in the Neeld Hall, Chippenham 6.30pm for 7.00pm start. To agree Council representation. A further Area Board Meeting will be held on Monday 17th February 2017 at the same venue. **(to note) (For Decision)**
 - ii) To note that the Chippenham Community Area Parish Forum meets on Wednesday 23rd November 2016 at 7.30pm in the Goss Croft Hall, Upper Seagry and to consider any new, and review any previous local issues within the Parish that should be raised. To agree Council representation. **(to note) (For Decision)**
- j) Kington St Michael Neighbourhood Plan – To receive any updates and to consider progress. To note that a community evening was scheduled for Monday 14th November 2016. **(to note)**
- k) Village Newsletter – To raise general issues and agree editorial if necessary. **(For Decision)**

8. 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 Operational Flood Working Group North. To note that a Meeting is scheduled for the 16th November 2016 in the Council Chamber, Monkton Park, Chippenham, 9.30am-1.00pm. The next Meeting is to take place on the 19th January 2017 at Beversbrook Sports Facility, Calne. **(to note)**
- b) Chippenham Site Allocations Plan Consultation. To note that a further Consultation is taking place on further modifications to the draft Plan with an addendum to the Sustainability Appraisal Report from Monday 31st October until 5.00pm on Monday 12th December 2016. **(see attached) (For Decision)**
- c) North Site, Kington St Michael Road, Kington Langley SN15 5PX. Pursuant to Minute 16/048 (f) the Council wrote to the Traffic Commissioners in regards to the application to operate 2 goods vehicles from the site. A response has been received. **(see attached) (to note)**
- d) Parish Council Vacancies. To note that four Vacancies exist, that the Council can co-opt eligible applicants and to consider advertising the Vacancies. **(For Decision)**

9. 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.

10. DATE OF NEXT MEETING: The date of the next Council Meeting is scheduled for **7.45pm, Thursday 12th January 2017** in Kington St Michael Village Hall.