

KINGTON ST MICHAEL PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.15pm

Kington St Michael Village Hall, Kington St Michael SN14 6HX

18th May 2023

Present: Cllr G Gamble (Chair), Cllr E Allen, Cllr A Hall, Cllr V Ingham, Cllr J Newton, Cllr W Roe and Cllr F Twisse.

Also Present: 10 members of the public who signed the attendance register being, Gill Lasbury, Joe Lasbury, Karin Davies, Nick Davies, Annabel Niker, Christopher Niker, Steve Woodhead, Peter Curran, Tony Roper and M Wood, and Mr V Vines MBE Clerk of the Council.

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

PUBLIC QUESTION TIME

- i) A number of attendees raised issues relating to the Eden Renewables Red Barn Solar Farm proposals following the collaborative workshops held in the Kington Club on the 16th and 17th May 2023 in advance of a potential planning application for the project. Personal views were expressed by several in a reasonable manner, particularly on the technicalities of the proposals, the perceived visual damage, the disproportionate size of the proposal and questioning the agricultural land classification and its compliance with National planning policy. One attendee was vociferous in manner including a very personal attack on a Council Member who he suggested had indicated support for the project at the workshops and had no reason or interest in the future of the Parish due to personal circumstances. In addition contending that the Council were the custodians of the village and should consider how they would be viewed in 40 years time should they support the project contrary to the wishes of the Parish. He queried whether the Parish Council would object to the proposals if the majority of Parishioners were against and whether the possibility of significant financial benefits to the Parish Council would sway the Council's opinion on the proposal.

Several Council Members intervened, objecting to the hostile questioning and personal attack on the propriety of a Council Member and the integrity of the Council as a whole by implying that the significant financial benefits to the Parish Council, may not be "above board".

The Council Chair and Clerk clarified the situation indicating that the Council would follow normal procedure should a planning application be submitted when consulted by Wiltshire Council, the Local Planning Authority who would determine the application. The Parish Council would be mindful of local opinion and all representations received stressing that any views, whether a majority or not would need to be based upon material

planning issues and not personal concerns on loss of views, loss of property value and the like. In addition it was clarified that any financial benefits arising from the project would not belong to the Parish Council but to the whole community and if normal practice was followed a local Trust or Committee would administer a Community Benefit Fund intended to support local social and environmental projects.

- ii) A Parishioner raised the issue of postal address conflicts. A later Agenda item, Item 8 (q), referred to an approach to the Council in respect of a perceived problem associated with new house addresses 34, 34a, 34b and 34c Kington St Michael. The point being made that as the three new properties had been built in the plot of 35 Kington St Michael then the new houses should bear the numbers of 35a, 35b and 35c. The Parishioner, speaking on behalf of other owners, highlighted concerns that would occur in regard to Title Deeds, mortgages, utilities, nameplate changes, signage, etc if addresses were changed.

The Council Chair advised that the representations made would be taken into consideration when the matter was determined later in the Meeting.

There were no further Questions.

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

There were no Reports.

23/11 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr E Hocking (Vice Chair) and Cllr P Macdonald. Apologies were also received from Wiltshire Councillor H Greenman.

23/12 Declaration(s) of Interest – In accordance with Kington St Michael Parish Council’s Code of Conduct and Standing Orders

There were no Interests declared.

23/13 MINUTES Members had previously been circulated with the Minutes.

The Council received, approved and signed as a true record the Minutes of the Parish Council Meeting held 20th April 2023. **Cllr A Hall proposed, Cllr W Roe seconded and RESOLVED UNANIMOUSLY**

23/14 PLANNING

Planning Applications: Prior to the consideration of the Planning Applications received, the opportunity was given for Applicants and their Representatives and any other interested parties to address the Council. There were no representations received.

- a) PL/2023/03717 – Householder Planning Permission
Extension and Alterations
West Lodge, 99 Stubbs Lane, Kington St Michael, Chippenham, Wiltshire SN14
6HY
For Mr A C Roper & Mrs R E Roper

Following consideration of the application **the Council resolved that there were no objections to the proposals.**

Cllr J Newton proposed, Cllr G Gamble seconded and RESOLVED UNANIMOUSLY

There were no further applications considered. **(noted)**

Planning General: Planning Decisions received and other Planning related Matters.

- b) PL/2023/02457 – Notification of Proposed Works to Trees in a Conservation Area
Silver Birch Tree – Overall Crown Reduction
5A, Kington St Michael, Nr Chippenham, Wiltshire SN14 6JB
For Mr Chris Hodder
No objections raised by Wiltshire Council 2nd May 2023
- c) Planning Peer Review. The Council had been invited to consider taking part in the Planning Advisory Service led Planning Peer Review. The Council considered that a number of issues should be raised including time delays, lack of staff, lack of local knowledge of staff, accountability and variance in decision making.

There were no further planning matters reported. **(noted)**

23/15 FINANCE The Council considered financial matters.

- a) **Payments to make:** The Council considered and approved the following Payments:

Idverde Limited. grass cutting contract. Inv 10879319	20.04.23	£ 431.76
Curry Group Ltd. Seagate OT 2TB BLK External Drive	04.03.23	£ 64.99*
* Reimburse to Mr V A Vines		
WALC Membership Renewal 2023-2024 Inv SUB 23/24-135		£ 291.62
KSM Village Hall. Meeting Room Hire charges. Inv 30.04.23		£ 30.00
Vision ICT Ltd. Website Hosting and support 23/24. Inv 16543		£ 290.26
Community First Trading. Zurich Insurance Renewal 23/24		£ 906.92
KSM Primary School. Newsletter printing Inv KSM 202302		£ 120.40

Cllr G Gamble proposed, Cllr J Newton seconded and RESOLVED UNANIMOUSLY

- b) **Payments made:** The Council noted that no Payments had been made since the last Council Meeting. **(noted)**
- c) **Receipts:** The Council **noted** Receipt/s since the last Council Meeting.

Wiltshire Council. Parish Precept 23/24 (Tranche 1) 24.04.23 £ 21,861.66

- d) **Bank Accounts:** The Council noted that the Council's Bank Account balances at 5th May 2023 were:

HSBC Main Business A/c No 31545043	£ 83,942.67
HSBC Reserves A/c No 21545078	£ 46,005.39

HSBC Charities A/c No 71545051	£ 769.07
HSBC Defibrillator A/c no 51563041	£ 856.71

23/16 HIGHWAY MATTERS

- a) **Parish Stewards Programme/Requirements:** general issues for the Local Highway & Streetscene Community Team. Any works should be notified to Cllr Macdonald the Council's Link Member. Parish Steward visits were scheduled for 26th June and 24th July 2023. Concern was expressed at recent highway verge cutting in the region of The Old Chapel where mowed and strimmed grass was left in the road potentially blocking a highway gully in the area of known for localised flooding. The Gully should be checked and cleared. **(noted)**
- b) **Rights of Way:** general issues in regards to Public Footpaths and Bridleways within the Parish. Concern was expressed at the condition of the HaHa, the Ham and Tor Hill footpaths and the disappointing performance of Idverde Ltd, the contractor. The matters would need to be brought to the contractor's attention. **(noted)**

There were no further issues raised. **(noted)**

- c) **Highway & Footpaths Conditions and Maintenance:** general issues in regards to Highway Conditions and Maintenance within the Parish.

There were no issues raised. **(noted)**

23/17 UPDATE ON STANDING ITEMS

a) **Recreation Ground –**

- i) QE2 Recreation Field Group. There was no update on this occasion. **(noted)**
- ii) QE2 Recreation Field Capital Works. Cllr G Gamble updated the Council on proposals for the erection of fences around the play and kick wall areas. Estimates were being requested. **(noted)**
- iii) QE2 Recreation Field Maintenance. Concern was expressed at the condition of the grass and surrounding areas and weed clearance and the disappointing performance of Idverde Ltd, the contractor. The matters would need to be brought to the contractor's attention **(noted)**
- iv) QE2 Recreation Field - RoSPA Report 2022. There was no update required on this occasion. **(noted)**

b) **Notice Boards –** There were no issues raised. **(noted)**

- c) **Flooding & Drainage –** An issue was raised earlier in the Meeting in regards to localised flooding in The Old Chapel area. (Minute 23/16 (a) refers) There were no further issues raised. **(noted)**

- d) **Parish/Community Website/Social Media –** There had been considerable progress in circumstances in regard to email addresses since the last Council Meeting and the majority of Council Members could now receive gov.uk emails,

either through that domain or diversions. Those Members still to resolve the issue were asked to address this as a matter of urgency. Assistance would be given if requested. **(noted)**

- e) **Tor Hill Footpath Project** – There was no update on this occasion. There was still a need for the Briefing Note to be prepared on the project to enable Parishioners to be updated on the history of the project and progress to date. **(noted)**
- f) **Kington St Michael Village Hall** – There was no update on this occasion. **(noted)**
- g) **Kington St Michael Neighbourhood Plan** – Cllr J Newton advised the Council that there had been no further progress since the last Council Meeting as a response was still awaited from Wiltshire Council on whether there was a need for Strategic Environmental and Habitat Assessments. The Steering Group had now decided to ask the Parish Council to consider the Draft Plan rather than wait for the Wiltshire Council decision. The Steering Group had lost a volunteer and would need to recruit a replacement. Mr Steve Woodhead in attendance volunteered to assist. There was an expectation that a Locality UK grant would provide further funding. **(noted)**
- h) **Kington St Michael Emergency Plan** – There was no change in circumstances since the last Council Meeting. **(noted)**
- i) **Village Newsletter** – The Editor had advised that the cut off date for editorial/adverts for the next issue was 26th May 2023. **(noted)**
- j) **Council Award Scheme** – A later Agenda item refers. (Minute 23/18 (n) refers)
- k) **Asset Register** – There was no update. **(noted)**
- l) **Insurance** – There was no update. **(noted)**
- m) **Lych Gate/Village Shop/Hall Road Area Maintenance/Conditions Upgrade (LGVSHRU)** including the Registration of Land and Buildings. There had been no change in circumstances since the last Council Meeting. **(noted)**
- n) **Community Safety/Neighbourhood Watch:** There had been no change in circumstances since the last Council Meeting. **(noted)**
- o) **Data Protection. GDPR** – There was no update required. **(noted)**
- p) **Queen’s Platinum Jubilee – Celebration Bench.** There had been no change in circumstances since the last Council Meeting and no decision on the installation could be made. **(noted)**
- q) **His Majesty King Charles III – Coronation Celebration.** Cllr E Allen was pleased to report that the event had been a great success. Thanks would be given to all involved on the Newsletter. Income received had been donated towards the Platinum Jubilee Flowerbed. A later Agenda item referred. (Minute 23/18 (r) refers) Cllr E Allen was thanked for her efforts in regards to both the Platinum Jubilee and Coronation Celebrations.

The following items were received for decision, information, and circulation and for future discussion and matters arising and updates from previous Meeting/s.

- a) **Chippenham Local Highway and Footpath Group (LHFIG).** The LHFIG had met on the 25th April 2023 at 10.00am in the Langley Room, Monkton Park Council Offices. There had been no hybrid option on this occasion. Neither Council representative could attend on this occasion. The Advisory Crossing works had now commenced. **(noted)**
- b) **Wiltshire Operational Flood Group North.** A Flood Group Hybrid Meeting had been held on the 30th March 2023. The next Meeting had been scheduled for the 18th May 2023 in Committee Room D, Monkton Park, Chippenham at 9.30am. It had been possible to attend using Microsoft Teams. **(noted)**
- c) **Community Speedwatch-Speed Indication Devices (SIDS)-Autospeedwatch Devices.** There had been no change in circumstances since the last Council Meeting. **(noted)**
- d) **Community Speedwatch Team (CSW).** The traffic survey had indicated that the C154 High Street position chosen did not meet the eligibility criteria for CSW. The Council had agreed that the matter should be raised by representatives at the next LHFIG Meeting. The Council considered options and felt that a 20mph village speed limit should be pursued despite the traffic survey results. It **was agreed that** Clerk would invite Wiltshire Highways to advise the Council on how this aim should be taken forward and achieved.
- e) **Pavement Parking-Provision of Bollards.** There was no change in circumstances since the last Council Meeting. **(noted)**
- f) **Parish Council Database.** There was no change in circumstances since the last Council Meeting. Council Members were reminded again to invite those within their own “Address Book” to register. **(noted)**
- g) **Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum.** The next Area Board Meeting was scheduled for the 27th June 2023 at 6.30pm in the Wiltshire & Swindon History Centre, Cocklebury Road, Chippenham SN15 3QN. The next Area Board Meeting was scheduled for the 25th September 2023 at 6.30pm in the same venue. The Council would be notified of the next Parish Forum Meeting date when scheduled **(noted)**
- h) **School Travel Plan and Safe Place.** There had been no change in circumstances since the last Council Meeting. However, there was concern that there were proposals to introduce a split School Breakfast and After School Club, using both the School and the Village Hall. The Council was concerned in regard to children’s safety if this was adopted, alongside localised traffic problems associated with drop offs in the Hall area. **(noted)**
- i) **Highway Fingerpost Signs.** There had been no change in circumstances since the last Council Meeting. **(noted)**
- j) **Village Gateways.** There had been no change in circumstances since the last Council Meeting. **(noted)**

- k) **Wiltshire Council - Briefing Note 23-11.** The Council noted receipt of a Briefing Note in regards to Community Governance Review. The Council had received previous Briefing Notes on the subject and was not affected by the proposals. **(noted)**
- l) **Climate Action Plan.** The Clerk advised that he had sourced a number of Climate Actions Plans, including Corsham and Box, to consider and use as examples. These would be circulated to Council Members. **(noted)**
- m) **Community Emergency Contacts.** Wiltshire & Swindon Prepared (Local Resilience Forum) had initiated a new scheme called Community Emergency Contacts and had invited the Council to participate and engage in this. The details would be completed by Cllr F Twisse. **(noted)**
- n) **NALC Council Award Scheme.** The Council had asked the Clerk to brief Council Members on the Local Council Award Scheme (LCAS), created in 2014. It had been designed to celebrate the successes of the very best local councils and to provide a framework to support all local councils to improve and develop to meet their full potential. The LCAS offered councils the opportunity to show that they met the standards set by the sector, assess them by their peers, and put in place the conditions for continued improvement. The LCAS had been designed to provide the tools and encouragement to those councils at the beginning of their improvement journeys, as well as promote and recognise councils that were at the cutting edge of the sector. It had been emphasised that only through the sector working together, to share best practices, drive up standards and support those who were committed to improving their offer to their communities that individual councils and the sector as a whole would reach their full potential. LCAS underwent a review every year and local councils must meet the criteria of the Guidance that was in place on the date they submitted their completed application form to their Local Accreditation Panel. There were three categories of awards (Foundation Award, Quality Award and Quality Gold Award). A Guide to the LCAS was circulated for information and consideration. **The Council deferred consideration to a future Council Meeting.**
- o) **Red Barn Solar Farm.** The Council had been advised that Eden Renewables were proposing to develop a solar farm within the Parish and had been invited to attend a collaborative workshop to participate in the design process taking place on Tuesday 16th and Wednesday 17th May 2023 at the Kingston St Michael Club. It had been understood that local residents had also been invited and Council Members as individuals could attend if they wished. The Clerk had advised Members that the Council would become a consultee on any formal planning application and under Council Code of Conduct and Standing Orders Council Members should not indicate their support or otherwise on proposals. Eden Renewables had been advised of this and the Council had issued a press release so that the public was aware of this. **(noted)**
- p) **Village Green – Stubbs Lane.** The area involved, since 2014, had been a Designated Village Green. The grass had been maintained by volunteers for some years and they had indicated that they could no longer carry on doing so. In addition it had been understood that the Draft Neighbourhood Plan would recommend that it be included as a Valued Green Space. As no other volunteer/s could be found the Council had been asked to consider including the area in the Council's grass cutting contract. Following consideration **the Council agreed that** the Village Green should be included in the grass-cutting contract. **Cllr G**

Gamble proposed, Cllr E Allen seconded and RESOLVED UNANIMOUSLY

- q) **Postal Addresses.** The Council had previously considered the difficulties associated with Honey Knob Hill being included in postal addresses as a result of the automatic address infill availability. They had already agreed to attempt to solve the issue. The Council had now been approached regarding a problem associated with 34, 34a, 34b and 34c Kington St Michael. The point was being made that as the three new properties had been built in the plot of 35 Kington St Michael then the new houses should bear the numbers of 35a, 35b and 35c. The representation had been circulated to Council Members. The Council had also received representations from an interested party in the earlier Public Session. Following consideration **the Council agreed that** they would take no action on the matter. **Cllr G Gamble proposed, Cllr J Newton seconded and RESOLVED UNANIMOUSLY**
- r) **Platinum Jubilee Flowerbed.** The Council had previously supported the purchase of plants/flowers for this flowerbed and had been approached by volunteers for financial assistance to replace the Spring display with Summer bedding. When raised the matter had been circulated to Council Members who had been supportive. Meanwhile a solution had been found by using some of the proceeds from the King Charles III Coronation Celebrations. Consequently, it appeared that the Council no longer needed to consider the matter. However, it was considered that the flowerbed was an important attribute to the village and that as a matter of principle the Council should provide continuing financial support to the volunteers when requested. **The Council agreed to delegate** future decisions to the Clerk who would report any actions to the next available Council Meeting.

23/20 ANNUAL PARISH MEETING 2023:

The Annual Parish Meeting had been held on Thursday 6th April 2023 at 7.30pm in the Village Hall. Draft Minutes had now been prepared and published. **(noted)**

23/21 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

- i) Cllr V Ingham raised an issue on behalf of a Parishioner in regards to a dilapidated natural stone highway-edge wall entering Stubbs Lane. At the last Council Meeting it had been agreed that the simplest method of repair would be to remove the pillar and make good. Further representations had now been received and **the Council agreed** that the pillar should be reinstated as part of the remedial works. Cllr E Hocking would ask Mervyn Singer Contractors to carry out the works.

There were no further issues raised.

23/22 DATE OF NEXT MEETING

The next Council Meeting will be held at **7.15pm, on Thursday 15th June 2023.**

Signed:

Chair, Kington St Michael Parish Council

Date: **15th June 2023**