

KINGTON ST MICHAEL PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 6.15pm

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

21st March 2024

Present: Cllr G Gamble (Chair), Cllr A Hall, Cllr P Macdonald, Cllr J Newton, Cllr W Roe, Cllr F Twisse (Vice Chair) and Cllr S Woodhead.

Also Present: Wiltshire Councillor H Greenman, 33 members of the public (joined during the Meeting, the majority attending the Parish Meeting scheduled for 7.00pm) 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) Mrs M Pratley asked for an update on the issue of the HGV vehicle parking in the High Street? She was advised that the matter was now in the hands of the Police. She referred again to graffiti that remained on a boundary fence and whether there was anything the Parish Council could do? She also asked for replacement No Dog Fouling signage to be erected at The Ridings as the original/s had been removed.
- ii) Mr J Lasbury referred to the road edge conditions at Tor Hill Crossroads that posed a significant danger. He advised that he had replaced the warning cones that appeared to have been cast aside. Cllr P Macdonald confirmed that he was aware of the situation and that structural road repairs would take place to resolve the matter rather than temporary filling.

There were no further Questions.

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

Wiltshire Cllr H Greenman advised that there was no report on this occasion and that he was in the process of preparing his Annual Report for the Annual Parish Meeting scheduled for 11th April 2024.

There were no further Reports.

23/98 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr V Ingham and Cllr M-C Simpson.

23/99 Declaration(s) of Interest – In accordance with Kington St Michael Parish Council's Code of Conduct and Standing Orders

There were no Interests declared.

23/100 MINUTES Members had previously been circulated with the Minutes.

- i) The Council received, approved and signed as a true record the Minutes of the Parish Council Meeting held 15th February 2024. **Cllr J Newton proposed, Cllr A Hall seconded and RESOLVED UNANIMOUSLY**

23/101 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/ PL/2024/01722 – Householder Planning Permission
New Rear Extension
34A, Honey Knob Hill, Kington St Michael, Chippenham, Wiltshire SN14 6JJ
For Mr & Mrs P Curran

Following consideration of the application **the Council resolved to raise no objections to the proposals.**

Cllr A Hall proposed, Cllr P Macdonald seconded and RESOLVED UNANIMOUSLY

There were no further planning applications considered.

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

- b) PL/2023/08833 – Permission in Principle
Permission in Principle for Erection of 9 No Houses
Land Off Stanton Lane, Kington St Michael, Chippenham, Wiltshire SN14 6JQ
For Mrs Brenda Morelli

The Council had been advised that the applicant had submitted a Written Representation Appeal against the planning refusal decision. Any representations to the Planning Inspectorate needed to be submitted prior to the 26th March 2024. The Council had submitted objections to the application and **it was agreed that** similar comments would be submitted alongside additional non-compliance with NPPF and Wiltshire Local Plan references. In addition reference would be made to the advance stage of the community-led Neighbourhood Plan.

- c) PL/2023/11114 – Householder planning permission
Replacement Fenestration
4 Skillins, Kington St Michael, Chippenham, Wiltshire SN14 6RL
For Mrs Sue Pitman **Approved with Conditions 15th March 2024**
- d) PL/2024/00096 – Listed Building Consent (Alt/Ext)
Replacement Fenestration
4 Skillins, Kington St Michael, Chippenham, Wiltshire SN14 6RL
For Mrs Sue Pitman **Approved with Conditions 15th March 2024**

There were no further planning matters reported.

23/102 FINANCE The Council considered financial matters.

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

Information Commission. Data Protection renewal 24/25	£	40.00
KSM C.E. Primary School. Newsletter printing Inv KSM 202307	£	72.24
Clerks Expenses. Mr V A Vines Year 2023-2024 10.03.24	£	916.66
Clerks Net Salary Mr V A Vines Year 2023-2024 10.03.24	£	3,750.66
Clerks HMRC Year 2023-2024 PAYE 10.03.24	£	937.66
Place Studio Ltd. Neighbourhood Plan support. Inv 6096 14.03.24	£	648.00

Cllr W Roe 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 that there had been no Receipts since the last Council Meeting. **(noted)**
- d) **Bank Accounts:** The Council **noted** that the Council's Bank Account balances at 5th March 2024 were:

HSBC Main Business A/c No 31545043	£	89,937.05
HSBC Reserves A/c No 21545078	£	46,703.83
HSBC Charities A/c No 71545051	£	780.75
HSBC Defibrillator A/c no 51563041	£	869.72

23/103 HIGHWAY MATTERS

- a) **Parish Stewards Programme/Requirements:** general issues for the Local Highway & Streetscene Community Team. Any works should be notified to Cllr P Macdonald the Council's Link Member. Parish Steward visits were scheduled for 18th March and 16th April 2024. Cllr Macdonald had met the Parish Steward and Gemma Winslow, area engineer, to highlight numerous concerns and priorities, including major requirements at Tor Hill Crossroads with work now scheduled. Honey Knob Hill Bridge stone temporary repairs still required a permanent fix. Stubbs Lane entire resurfacing and around 55 gullies requiring pumping clearance. Stanton Lane works were ordered. Cllr S Woodhead referred to the condition of the road to Leigh Delamere/Grittleton, just past New Priory Stud and over the bridge that despite using the Wiltshire MyApp service remained in a dreadful condition. Wiltshire Cllr H Greenman was asked to intervene. **(noted)**

- b) **Rights of Way:** general issues in regards to Public Footpaths and Bridleways within the Parish.

There were no issues raised.

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

There were no issues raised.

23/104 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. There was no update on this occasion. **(noted)**
 - iii) QE2 Recreation Field Maintenance. There was no update on this occasion. **(noted)**
 - iv) QE2 Recreation Field - RoSPA Report 2023. There was no update on this occasion. **(noted)**
- b) **Notice Boards** – There were no issues raised. **(noted)**
- c) **Flooding & Drainage** – There were no issues raised that had not been raised previously. **(noted)**
- d) **Parish/Community Website/Social Media** – The Clerk reminded Council Members who had not yet done so to provide a photograph and a short bio for the Website. **(noted)**
- e) **Tor Hill Footpath Project** – There was no update on this occasion as the Council had deferred further consideration until the Neighbourhood Plan process was further advanced. **(noted)**
- f) **Kington St Michael Village Hall** – There was no update on this occasion. **(noted)**
- g) **Kington St Michael Neighbourhood Plan** – Cllr S Woodhead reported that the Steering Group had now proof read the latest draft and that an assessment was now being made of possible development locations to meet Wiltshire Local Plan requirements. **(noted)**
- h) **Kington St Michael Emergency Plan** – There was no change in circumstances since the last Council Meeting. **(noted)**
- i) **Village Newsletter** – There was a need to ensure that articles agreed for inclusion should be submitted to the Editor to meet the 22nd March 2024 deadline. **(noted)**
- j) **Asset Register** – There was no update required. **(noted)**
- k) **Insurance** – There was no updated required. **(noted)**
- l) **Registration of Land and Buildings/Village Hall etc.** There had been no change in circumstances since the last Council Meeting. **(noted)**
- m) **Community Safety/Neighbourhood Watch:** There had been no change in circumstances since the last Council Meeting. **(noted)**
- n) **Data Protection. GDPR** – There was no update required. **(noted)**

- o) **Queen’s Platinum Jubilee – Celebration Bench.** Cllr G Gamble confirmed that he would be meeting the land owner/s. **(noted)**
- p) **Asset of Community Value - Future of the Jolly Huntsman Public House.** Pursuant to Minute 23/94 (p). The Council had notified Wiltshire Council of the “Intention to Bid for Asset” that had now set the Full Moratorium process timetable. Cllr A Hall had provided an updated briefing note, which would provide the background information for the Public Meeting that followed the Council Meeting. **(noted)**

23/105 CLERKS REPORT

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 next LHFIG Meeting was scheduled for the 30th April 2024. **(noted)**
- b) **Wiltshire Operational Flood Group North.** The date of the next Flood Group Meeting was scheduled for the 28th March 2024 in the Melksham Community Campus, with hybrid joining available. **(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).** It was agreed that the item would be taken off future Agendas until approval was given by Wiltshire Highways to allow the Council to form a CSW Team. **(noted)**
- e) **Pavement Parking-Provision of Bollards.** There had been no change in circumstances since the last Council Meeting. **(noted)**
- f) **Parish Council Database.** There had been no change in circumstances since the last Council Meeting. **(noted)**
- g) **Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum.** The Area Board had met on the 11th March 2024 in the Wiltshire & Swindon History Centre. The Parish Forum Meeting had met on the 20th March 2024 in Stanton St Quintin Village Hall, Church Road, Stanton St Quintin SN14 6DE. The next is scheduled for the 19th June 2024 at 7.00pm in Christian Malford Village Hall. **(noted)**
- h) **School Travel Plan and Safe Place.** There had been no change in circumstances since the last Council Meeting. **(noted)**
- i) **Highway Fingerpost Sign.** There had been no change in circumstances since the last Council Meeting. **(noted)**
- j) **Wiltshire Council - Briefing Note 23-34.** This item had been included as a reminder. The Council had received a Briefing Note in regards to the Substantive Highways Scheme Fund Bid Application Process 2024/25. Applications for competing bids were to be submitted by Friday 15th December 2023. *** It had been agreed that as this was a yearly invitation the Council would use the**

next 11 months (from November 2023) to consider proposals in readiness to submit.

- k) **Stubbs Lane Dwarf Wall.** The Council noted that work to repair the damaged highway boundary wall had now been completed in the form of a circular planter. **(noted)**
- l) **D-Day 80 Anniversary – 6th June 2024.** There had been no change in circumstances since the last Council Meeting. **(noted)**
- m) **CPRE Wiltshire Best Kept Village Competition 2024.** The Council would raise the matter at the Annual Parish Meeting. **(noted)**
- n) **Neighbourhood Policing- Neighbourhood County Parish Forum (NCPFs).** Parish Councils had been advised that with changes in the targeted operating model, just commenced, all Neighbourhood Policing Teams in Wiltshire sit under Chief Inspector of Neighbourhood Policing, James Brain. His intention was to hold two NCPFs a year, one in April and another in November. The first of these was 1900-2030hrs on Wednesday 17th April 2024. These would not replace contact with local teams but would provide an opportunity to come together for him to provide updates. The Meetings would be split into two sections. The first being a presentation followed by questions and answers. The opportunity would exist for questions on the night but pre-submitted questions would be welcomed. The Meetings would be virtual using Microsoft Teams and with likely numbers he was looking for just one representative from each Parish Council. Queries and questions could be submitted to Inspector Peter Foster at peter.foster@wiltshire.police.uk The link to the first NCPF had been provided. **(noted)**
- o) **Flood Warden Winter Newsletter-Winter 2024.** The Council had received the latest FloodWessex Newsletter from the Environment Agency. The contents were particularly important to this Parish. **(noted)**
- p) **Wiltshire Council - Briefing Note 24-03.** The Council noted receipt of a Briefing Note in regards to the Wiltshire Community Governance Review-Consultation. Fortunately, the Parish was not involved on this occasion. **(noted)**
- q) **Wiltshire Council - Briefing Note 24-04.** The Council noted receipt of a Briefing Note in regards to the Development of Cultural Strategy for Wiltshire. A public survey took place between 19th February and 24th March 2024. **(noted)**
- r) **Wiltshire Council – Community Area Joint Strategic Needs Assessment (CAJSNA).** The Council had received notification of a new interactive platform that helped people find out what life was like in their Community Area. There was an online survey for feedback that Members could use. **(noted)**
- s) **Wiltshire Council - Briefing Note 24-05.** The Council noted receipt of a Briefing Note in regards to the Local Nature Strategy Recovery (LNRS). **(noted)**
- t) **Lime Down Solar Park Community Consultation.** The Council had received notification of a Stage One consultation in regards to a new solar park and battery energy storage project proposed to be built on areas of land in North Wiltshire. Details were circulated and Members could take the opportunity of attending the face-to-face consultation events or joining one of the webinars to be briefed on the proposals. It was understood that Wiltshire Council would not make a

decision on the proposals as the decision-maker would be the Secretary of State.
(noted)

23/106 ANNUAL PARISH MEETING 2024: The Annual Parish Meeting was scheduled for Thursday 11th April 2024 at 7.30pm. There was a legal requirement to hold the Annual Parish Meeting between 1st March and 1st June each year.

There needed to be a legal framework to the Meeting and the legal requirements met, to include a Parish Council Annual Report, usually via a Council Chairman's Report and Budget 2024-2025 information. The opportunity would be given for Reports from Local Organisations, Parish Council Sub-Groups or Committees and the Wiltshire Council Member. The remainder of the Agenda could be flexible and was in the hands of Parishioners in attendance. As a starting point the Council would suggest some Agenda items that might be appropriate, being:

- a. Recreation Ground Facilities
- b. CPRE Best Kept Village Competition 2024
- c. Tor Hill Footpath Project
- d. Community Safety/Neighbourhood Watch/Emergency Plan
- e. Traffic Speeds – the provision of Autospeedwatch Tools and Speed Identification Device (SID)
- f. Community Speedwatch
- g. Great British Spring Clean 2024
- h. D-Day 80 Anniversary – 6th June 2024
- i. Rights of Way – Footpath maintenance – Community Warden
- j. KSM Neighbourhood Plan
- k. The Jolly Huntsman Public House

The Council agreed that they would arrange for refreshments and soft drinks to be available at the Annual Parish Meeting.

23/107 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

Cllr J Newton advised that he would not be able to attend the Council's Meetings scheduled for the 18th April and 16th May 2024.

There were no further matters raised.

23/108 DATE OF NEXT MEETING

The next Council Meeting will be held at **7.15pm, on Thursday 18th April 2024.**

Signed:

Chair, Kington St Michael Parish Council

Date: **18th April 2024**