

# KINGTON ST MICHAEL PARISH COUNCIL

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Clerk of the Council

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2<sup>nd</sup> August 2024

Dear Councillor,

You are summoned to a **Meeting of the Kington St Michael Parish Council**, to be held on **Thursday 8<sup>th</sup> August 2024** commencing at **7.15pm** in **Kington St Michael Village Hall, Kington St Michael SN14 6HX**. The Press and Public are welcome to attend.

Yours faithfully,



Vivian A Vines MBE SLCC  
Parish Clerk

## FULL COUNCIL MEETING

(Agenda Items for decision are marked as such)

**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:** To receive and agree Apologies received from Council Members. **(For Decision)**  
Apologies have been received from Cllr G Gamble, Cllr J Newton and Cllr M-C Simpson
- 2. DECLARATIONS OF INTEREST:** To receive and note Declarations of Interest in accordance with Kington St Michael Parish Council's Code of Conduct and Standing Orders, including any Dispensations required under the Code of Conduct. **(to note)**
- 3. MINUTES:** To receive, consider and to confirm the Minutes of the Parish Council Meeting/s held.  
Full Council Meeting held 20<sup>th</sup> June 2024. **(see attached Draft Minutes) (For Decision)**
- 4. PLANNING:**  
**Planning Applications:** To make observations on Planning Applications received.

Prior to the consideration of any Planning Application received, 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)

- a) PL/2024/06066 – Notification of Proposed Works to Trees in a Conservation Area  
T1 T2 Leylandii – Fell to ground level  
Kington Manor, Kington St Michael, Chippenham, Wiltshire SN14 6JA  
For Mr James Harper **(see online) (For Decision)**
- b) PL/2024/03484 – Household Planning Permission  
Change of Use of Barn to use as an extension to dwelling and erection of replacement garage structure  
Down Farm, Kington St Michael, Chippenham, Wiltshire SN14 6LP  
For Mr & Mrs Richard Bliss **(see online) (For Decision)**
- c) PL/2024/03885 – Listed Building Consent (Alt/Ext)  
Change of Use of Barn to use as an extension to dwelling and erection of replacement garage structure  
Down Farm, Kington St Michael, Chippenham, Wiltshire SN14 6LP  
For Mr & Mrs Richard Bliss **(see online) (For Decision)**
- d) PL/2024/06434 – Prior Approval Part 3 Class R: Agricultural buildings to a flexible commercial use  
Proposed change of use of agricultural storage building to a use falling within Class E including ancillary storage  
Kington Farm, Kington St Michael, Chippenham, Wiltshire SN14 6DH  
For Mr T Royal **(see online) (For Decision)**
- e) PL/2024/06970 – Notification of Proposed Works to Trees in a Conservation Area  
Fell this very ugly tree. The tree stands at 51.49327N 2.13899W. The tree will be replaced by a young Holly  
The Minchin, Stubbs Lane, Kington St Michael, Chippenham, Wiltshire SN14 6HY  
For Mr Colin Labouchere **(see online) (For Decision)**
- f) PL/2024/07159 – Notification of Proposed Works to Trees in a Conservation Area  
25 Lime trees round the periphery of the churchyard. Crown lift up to 2.5 metres to all Lime trees  
St Michaels Church, Stubbs Lane, Kington St Michael, Chippenham, Wiltshire SN14 6HX  
For Mr Colin Labouchere **(see online) (For Decision)**

There are no further planning applications to consider at the time of Agenda publication. **(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.

- g) PL/2024/03974 – Notification of Proposed Works to Trees in a Conservation Area  
T1 T2 Norway Spruce – Fell to ground level  
Kington Manor, Kington St Michael, Chippenham, Wiltshire SN14 6JA  
For Mr James Harper **No objection from Wiltshire Council 10<sup>th</sup> June 2024**

- h) National Planning Policy Framework (NPPF) - Consultation

The new Government are proposing to update the NPPF and are carrying out a Consultation on the proposed changes. **(see attached) (For Decision)**

- i) Lime Down Solar Park – EIA Scoping Consultation

The Council had been invited by PINS (Planning Inspectorate). to comment on the developers Scoping Report and initial stage of the EIA process. The purpose being, to identify and evaluate the likely effects of the development on the environment to be able to determine measures to reduce or manage any potential significant adverse effects. The consultation ends on the 14<sup>th</sup> August 2024. **(see attached) (For Decision)**

There are no further planning matters to report at the time of Agenda publication. **(to note)**

**5. FINANCE:** To note any financial matters, any receipts and payments made

a) Payments to make. **(see attached) (For Decision)**

Greenscape Services. Landscaping Contract. Inv SI-16889	20.06.24	£ 1,671.19
Greenscape Services. Landscaping Contract. Inv SI-16979	20.07.24	£ 1,671.19
Place Studio Ltd. Neighbourhood Plan support. Inv 004	25.07.24	£ 1,489.44
Steelway Fensecure Ltd. Play area fencing panels, posts etc. Inv INF14927	19.07.24	£ 780.00
KSM Village School. Newsletter printing. Inv KSM 202407	31.07.24	£ 96.32

b) Payments made since the last Council Meeting **(see attached) (to note)**

Dabro & Associates. Jolly Huntsman Inspection & Valuation Report.	09.07.24	£ 2,000.00
Hobnob Press. The Kingtons 100 copies inc shipping.	10.06.24	£ 273.93

c) Receipts. There have been the following receipts since the last Council Meeting **(to note)**

KSM Village Shop. The Kingtons, book sales	15.06.24	£ 628.86
KSM Village Shop. The Kingtons, book sales	30.06.24	£ 225.00
KSM Village Shop. The Kingtons, book sales	29.07.24	£ 212.50

d) To note Bank Account balances as at 5<sup>th</sup> July 2024 **(to note)**

HSBC Main Business A/c No 31545043	£ 74,248.34
HSBC Reserves A/c No 21545078	£ 47,007.40
HSBC Charities A/c No 71545051	£ 785.83
Defibrillator A/c No 51563041	£ 875.37

e) Idverde Limited – Outstanding Account

The Council will recall that there was a disagreement with Idverde Ltd in regards to outstanding invoices. Following consideration the Council resolved to seek further information and clarification on the outstanding invoices, including timesheets and schedules of work claimed to have been carried out. Minute 24/015(f) refers. The matter was raised with Idverde Ltd who have now withdrawn their claim and credited the invoices. The matter is now closed. **(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 priorities and inform Wiltshire Council Highways. Cllr P Macdonald is the Parish Steward Link Member. Parish Steward visits are scheduled for 16<sup>th</sup> Sept, 15<sup>th</sup> Oct, 18<sup>th</sup> Nov and 12<sup>th</sup> December 2024. **(For Decision)**

b) **Rights of Way** – To raise general issues and to receive any further updates. **(For Decision)**

c) **Highway & Footpaths Conditions and Maintenance** – To raise general issues and to receive any updates. **(For Decision)**

i) Pursuant to Minute 24/026 (c). Since the Council considered the replacement bin on the Village Green an incident has occurred that requires a replacement bin at The Ham. The Council will now order and replace both bins and report to Wiltshire Council the actions taken. **(to note).**

ii) Old Grittleton Road (westbound services road by Moorshall Farm/Moorshall Cottage). A Parishioner has raised the deplorable condition of this road. Advice was requested on the process of registration for the repairs. The Council may wish to report the matter as well. **(see attached) (to note) (For Decision)**

## 7. UPDATE ON STANDING ITEMS:

- a) **Recreation Ground** – To raise general issues and to receive any updates.
  - i) QE2 Recreation Field Group. To receive any update/s since the last Council Meeting. **(to note)**
  - ii) QE2 Recreation Field Capital Works. To receive update/s since the last Council Meeting. **(to note)**
  - iii) QE2 Recreation Field Maintenance. To receive update/s since the last Council Meeting. **(to note)**
  - iv) QE2 Recreation Field Dog Poo Bag Dispenser. The Council installed this facility. The dispenser has always had sufficient bags but a recent email advises that there is only 1 bag left for use. The Council has not formally agreed who is responsible to check the status and how the refilling is to be carried out. **(For Decision)**
  - v) QE2 Recreation Field. The Council has been notified that the RoSPA Play Safety inspection is scheduled to take place during September. The charge will be £78.00 + vat, plus £4.00 per item over five. The Council has occasionally met the Inspector during the inspection and the charge for this would be £50 + vat. **(to note) (For Decision)**
- b) **Notice Boards** – To raise general issues and to receive any updates. **(to note)**
- c) **Flooding & Drainage** – To raise general issues and to receive any updates. **(For Decision)**
- d) **Parish/Community Website/Social Media** – To raise general issues and to receive any updates since the last Council Meeting. including communication between Elected Members. **(to note) (For Decision)**
- e) **Tor Hill Footpath Project** – The Council has deferred further consideration until the Neighbourhood Plan process is further advanced. **(to note)**
- f) **Kington St Michael Village Hall** – To receive and consider any updates. **(to note)**
- g) **Kington St Michael Neighbourhood Plan.** To receive and consider any updates. **(to note) (For Decision)**
- h) **Kington St Michael Emergency Plan.** To receive any updates. See also Agenda item 8 (o) **(to note)**
- i) **Village Newsletter** – To raise general issues and agree editorial if necessary. **(to note) (For Decision)**
- j) **Asset Register** – To raise general issues and to receive any updates. **(to note)**
- k) **Insurance** – To raise issues and receive updates as required. **(to note)**
- l) **Registration of Land and Buildings/Village Hall etc.** The matters are with the Council's Solicitor and the Land Registry. To receive any updates. **(to note)**
- m) **Community Safety/Neighbourhood Watch:** To receive any updates. **(to note)**
- n) **Data Protection. GDPR** – To raise general issues and to receive any updates. **(to note)**
- o) **Queen's Platinum Jubilee 2022 – Celebration Bench.** To receive any updates. **(to note)**
- p) **Asset of Community Value - Future of the Jolly Huntsman Public House.** To receive any updates and consider if any actions are required. **(to note) (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) **Chippenham Local Highway and Footpath Group (LHFIG).** The LHFIG met on the 25<sup>th</sup> July 2024. To progress the 20mph speed limit assessment the Council had informed LHGIF that they will pay the £750.00 contribution towards the costs involved. The LHFIG now need to confirm their contribution to allow the assessment to proceed. Dates for future Meetings are 10<sup>th</sup> October 2024 and 9<sup>th</sup> January 2025. To consider any actions required. **(to note) (For Decision)**
- b) **Wiltshire Operational Flood Group North.** A Flood Group Hybrid Meeting was held on the 11<sup>th</sup> July 2024 10.00am-12.00noon in Melksham Community Campus. Others are scheduled for 26<sup>th</sup> September and 21<sup>st</sup> November 2024. **(to note) (For Decision)**
- c) **Community Speedwatch - Speed Indication Devices (SIDS) – Autospeedwatch Devices.** There is no change in circumstances since the last Council Meeting. **(to note)**

- d) **Pavement Parking-Provision of Bollards.** There is no change in circumstances since the last Council Meeting. **(to note)**
- e) **Parish Council Database.** There has been no change in circumstances since the last Council Meeting. **(to note)**
- f) **Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum.** The Area Board met on Monday 10<sup>th</sup> June 2024 in the Wiltshire & Swindon History Centre. To receive any reports and updates. The next Meeting is scheduled for 2<sup>nd</sup> September 2024. The Parish Forum met on the 19<sup>th</sup> June 2024 in the Christian Malford Village Hall. To receive any reports and updates. The next is scheduled for Wednesday 25<sup>th</sup> September 2024 in the Kington St Michael Village Hall. The main topic will relate to highway speeding and Police assistance. **(to note)**
- g) **School Travel Plan and Safe Place.** The matter is deferred until September 2024. **(to note)**
- h) **Highway Fingerpost Signs.** There has been no change in circumstances since the last Council Meeting. **(to note)**
- i) **Wiltshire Council - Briefing Note 23-34.** This item is included as a reminder. The Council 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 15<sup>th</sup> December 2023. **(see attached) \* It was agreed that as this was a yearly invitation the Council use the interim period (from November 2023) to consider proposals in readiness to submit.**
- j) **Wiltshire Council - Briefing Note 24-14.** The Council has received a Briefing Note in regards to the Launch of the third Solar Together scheme in Wiltshire and Swindon. **(see attached) (to note)**
- k) **The Kingtons: a History of the Ancient Parish of Kington St Michael with Kington Langley.** Pursuant to Minute 024/28(v). The Council has sponsored, through a Section 137 Grant, the publication of the newly released book written by Louise Ryland-Epton PhD. The book was launched on the 13<sup>th</sup> June 2024 in The Village Hall with 51 copies sold on the evening. The book is now on sale in the Village Shop on agreed terms. Also in Kington Café. When the Council last met it was unaware, as copyright holder, how they would receive potential income from national and worldwide sales. Briefly, although they hold copyright, the Council will only receive income from sales that they make themselves. It is possible to purchase copies from the publisher in quantities of 100. The Council may wish to consider options to increase sales and potential income and following the successful sales to date whether to order another 100 copies for local sale. **(to note) (For Decision)**
- l) **Neighbourhood Police – Rural Engagement Week.** The Neighbourhood Policing Team visit on Monday 5<sup>th</sup> August 2024 13:00 – 14:00 in the Kington St Michael Village Hall Car Park and Tuesday 6<sup>th</sup> August 2024 10.00-11.00 in The Bell Car Park, Yatton Keynell. There are other venues. **(see attached) (to note)**
- m) **Wiltshire Bobby Van Trust.** The Council has received a letter from the Trust seeking financial support towards the Charity's work. It would be possible to agree a Section 137 grant. **(see attached) (to note) (For Decision)**
- n) **Wiltshire and Swindon Prepared – Emergency Contact Hubs.** The Council has received an invitation to sign up to the Emergency Contact Hubs scheme. The Council has received previous communications requesting that the Parish Emergency Coordinator register with the Local Resilience Forum (LRF). The Council will recall that a LRF event was held in August 2023 at Tidworth. **(see attached) (to note) (For Decision)**
- o) **Wiltshire Council - Briefing Note 24-15.** The Council has received a Briefing Note in regards to the Local Nature Recovery Strategy (LNRS) update. This includes details of a live online interactive survey between 22<sup>nd</sup> July and 9<sup>th</sup> August 2024 and two webinars,

for farmers and landowners on the 23<sup>rd</sup> July and open to all on the 25<sup>th</sup> July 2024. **(see attached) (to note)**

- p) **Wiltshire Council - Briefing Note 24-16.** The Council has received a Briefing Note in regards to the Launch of the Home Upgrade Grant with EDF Energy. **(see attached) (to note)**

**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 a future Full Council Meeting.

- 10. DATE OF NEXT MEETING:** The date of the next **Full Council Meeting** is scheduled for **Thursday 19<sup>th</sup> September 2024 at 7.15pm,.**