

# KINGTON ST MICHAEL PARISH COUNCIL

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Clerk of the Council

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13<sup>th</sup> March 2026

Dear Councillor,

You are summoned to a **Meeting of the Kington St Michael Parish Council**, to be held on **Thursday 19<sup>th</sup> March 2026** 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 Wiltshire Cllr H Greenman.

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.

Council Meeting held 19<sup>th</sup> February 2026. **(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/2025/03307 – Full Planning Permission  
Erection of B8 unit with associated works  
Land West of Oakleigh Acres, Draycot Cerne, Chippenham SN15 5LH  
For Mr Darren Barnsley

\* The Council considered this application on the 15<sup>th</sup> May 2025 **(see attached)**. Amended plans and details have now been received and the Council is asked if they wish to comment further. **(see online) (For Decision)**

- b) PL/2026/01356 - Full Planning Permission  
Alterations to attached Barn to create 1 No holiday let  
Down Farm, Allington Lane, Kington St Michael, Chippenham SN14 6LP  
For Mr & Mrs Richard Bliss **(see online) (For Decision)**
- c) PL/2026/01661 – Listed building consent (Alt/Ext)  
Alterations to attached Barn to create 1 No holiday let  
Down Farm, Allington Lane, Kington St Michael, Chippenham SN14 6LP  
For Mr & Mrs Richard Bliss **(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.

- d) PL/2025/08935 – Listed Building Consent (Alt/Ext)  
Internal re-configuration, windows replacement with enlargement of landing windows, removal of southeast porch and replacement of northeast porch. Roof retiling and re-rendering with associated works  
Hazeland House, 32, Kington St Michael, Chippenham SN14 6JJ  
For Ms J Hamilton **Approved with Conditions 16<sup>th</sup> February 2026**
- e) Wiltshire Local Plan Examination. The Council has been notified that on the 27<sup>th</sup> February 2026, Wiltshire Council was advised by the appointed Inspectors of two options. Either withdraw the Local Plan from further examination or request that the Inspectors draft a final report that would recommend non-adoption. The Inspectors sought the Wiltshire Council's views by 13<sup>th</sup> March 2026. A further update could be available at the Council Meeting. **(to note)**

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)**

|  |          |            |
|--|----------|------------|
| M P Singer. QE2 Field. Remove and replace swings etc. Inv 30497    | 15.01.25 | £ 4,166.40 |
| M P Singer. Tor/Kington Hill. Cut back trees/hedges etc. Inv 30536 | 23.02.26 | £ 2,678.40 |
| Clerks Expenses. Mr V A Vines Year 2025-2026 Claim Form            | 10.03.26 | £ 1,183.41 |
| Clerks Net Salary Mr V A Vines Year 2025-2026 Claim Form           | 10.03.26 | £ 5,657.60 |
| Clerks HMRC Year 2025-2026 PAYE                                    | 10.03.26 | £ 1,414.40 |

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

There have been no payments made.

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

|  |          |          |
|--|----------|----------|
| North Wraxall PC. ANPR Camera purchase donation      | 09.02.26 | £ 185.55 |
| Biddestone PC. ANPR Camera purchase donation         | 11.02.26 | £ 185.55 |
| Stanton St Quinton PC. ANPR Camera purchase donation | 24.02.26 | £ 185.55 |
| Chippenham Without PC. ANPR Camera purchase donation | 27.02.26 | £ 185.55 |

d) To note Bank Account balances as at 5<sup>th</sup> March 2026 **(to note)**

|                                    |             |
|------------------------------------|-------------|
| HSBC Main Business A/c No 31545043 | £ 31,595.66 |
| HSBC Reserves A/c No 21545078      | £ 48,340.94 |
| HSBC Charities A/c No 71545051     | £ 808.13    |
| Defibrillator A/c No 51563041      | £ 1,001.99  |

## 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. To receive any updates. Parish Steward visits are scheduled for 16<sup>th</sup> March, 16<sup>th</sup> April, 15<sup>th</sup> June, 15<sup>th</sup> July, 15<sup>th</sup> September, 15<sup>th</sup> October, 16<sup>th</sup> November and 9<sup>th</sup> December 2026. **(to note) (For Decision)**
- b) **Rights of Way** – To raise general issue and to receive any further updates. **(to note) (For Decision)**
- c) **Highway & Footpaths Conditions and Maintenance** – To raise general issues and to receive any updates. **(For Decision)**
- i) Replacement Waste Bins. Pursuant to Minute 25/089 (c) (i). To receive any updates. **(to note) (For Decision)**
  - ii) Tor Hill Footpath. Pursuant to Minute 25/079 (c) (ii). To receive any updates. **(to note)**
  - iii) QE2 Recreation Field – Adjacent Highway Pavement and Parking Generally. Pursuant to Minute 25/089 (c) (iii). The Council agreed to purchase and install 5 No bollards subject to Wiltshire Highways permission. Permission has been received and the works can be carried out. There is no change in circumstances in regards to the claim for reimbursement of costs at the time of Agenda publication. **(to note) (For Decision)**
  - iv) The Ham – northwest highway visibility splay. Pursuant to Minute 25/089 (c) (iv). To receive any updates. **(to note)**
  - v) The Street (adjacent to The Ridings). Pursuant to Minute 25/089 (c) (v). To receive any updates. **(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 any update/s since the last Council Meeting, including the “Oaks for 80” project. **(to note)**
  - ii) QE2 Recreation Field Capital Works. Pursuant to Minute 025/90 (ii). To receive any update/s since the last Council Meeting. **(to note) (For Decision)**
  - iii) QE2 Recreation Field Maintenance. To receive update/s since the last Council Meeting. **(to note)**.
  - iv) QE2 Recreation Field – Adjacent Highway Pavement. To receive any update/s since the last Council Meeting. Agenda item 6 (c) (iii) above refers. **(to note)**
- 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 and to consider any actions required. **(to note) (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. Council Members should from time to time review their contact details and information that appears on the Council website. **(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.
- 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. **(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 since the last Council Meeting. **(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 since the last Council Meeting. **(to note)** **(For Decision)**
- p) **Asset of Community Value - Future of the Jolly Huntsman Public House**. To receive any updates. At the last Council Meeting the Council agreed to seek the advice of WALC on the Kington St Michael Community Pub Limited proposals. The Good Councillor's Guide to Community Business has been circulated to Council Members for information. **(to note)**

**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 last LHFIG Meeting was held on the 8<sup>th</sup> January 2026 at 10.00am in Committee Room A, Monkton Park Council Offices. The Note Tracker has been provided. The date of the next LHFIG Meeting is the 31<sup>st</sup> March 2026. Further dates scheduled are 24<sup>th</sup> September 2025 and 28<sup>th</sup> January 2026. **(to note)** **(For Decision)**
- b) **Wiltshire Operational Flood Group North**. The Flood Group last met on Wednesday 21<sup>st</sup> January 2026, 10.00 - 12.00. The Agenda, venue and hybrid meeting details were provided. The date scheduled for a further Flood Group Meeting is the 18<sup>th</sup> March 2026. Notes from the last Meeting are now available. The Group has provided a Riparian Ownership & Responsibilities document that can be used to educate land owners. **(see attached)** **(to note)** **(For Decision)**
- c) **Community Speedwatch - Speed Indication Devices (SIDS) – Autospeedwatch Devices**. To receive any updates. **(to note)**
- d) **Parish Council Database**. To raise general issues and to receive any updates. There has been no change since the Council last met. Promotion of the database in the Newsletters could increase distribution numbers. **(to note)** **(For Decision)**
- e) **Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum**. The Area Board met on Monday 9<sup>th</sup> February 2026 in the Wiltshire History Centre, Chippenham. The next is scheduled for the 1<sup>st</sup> June 2026 in the same venue. The next Parish Forum Meeting is scheduled for Wednesday 25<sup>th</sup> March 2026 at 7.00pm in Kington St Michael Village Hall. The Guest Speaker will be Simon Smith, Wiltshire Council Senior Planning Officer. He has been provided with advance warning of specific questions so that he can be properly prepared. **(to note)** **(For Decision)**
- f) **School Travel Plan and Safe Place**. To receive any updates. **(to note)**
- g) **Community Consultation**. The Council agreed to carry out a Community Consultation, has now considered feedback and has agreed that they would use the results in forward decision-making. They also agreed that they would publish details on the website and in the Newsletter. This can also be raised at the Annual Parish Meeting. **(to note)**
- h) **Register of Interests**. Council Members are reminded that by Law this should be completed on the Wiltshire Council website within 28 days of being elected/co-opted or when they have any change in circumstances. The Clerk will provide log-in and password details again, should this be required. **(to note)**

- i) **Wiltshire Council Briefing Note 26-02.** The Council has received a Briefing Note in regards to the Revamp Your Tank project. **(see attached) (to note)**
- j) **Chair's Update.** To receive any updates and issues since the Council has last met.

**9. ANNUAL PARISH MEETING 2026:**

As agreed the Annual Parish Meeting is scheduled for Thursday 16<sup>th</sup> April 2026 at 7.30pm. All local organisations have been invited and the Council has agreed that light refreshments and drinks will be supplied. The Council is asked to consider final arrangements this evening. **(For Decision)**

**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 a future Full Council Meeting.

**11. DATE OF NEXT MEETING:** The date of the next **Council Meeting** is scheduled for **Thursday 23<sup>rd</sup> April 2026 at 7.15pm.**