

KINGTON ST MICHAEL PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.15pm

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

19th February 2026

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

Also Present: Wiltshire Councillor H Greenman, 5 members of the public (Adam Allen, David Joy, Beth Joy, Sue Roe and Margaret Pratley) 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) Adam Allen, a KSM United Charity Trustee, spoke on behalf of the Trustees in regard to Agenda item 8 (h) and confirmed that Charity would like Cllr G Gamble to be re-nominated as the Parish Council representative for the 4 year term commencing on the 12th March 2026.

ii) Beth Joy, a tenant of the Old Village Hall business premises, asked for information on how she should keep in touch and correspond with the Landlords. Cllr S Woodhead, the Council's Village Hall Committee representative, provided a brief response and would assist as required.

iii) Margaret Pratley raised the issue of a muddy footpath area at The Ridings and sought the Council's assistance in clearing through the Parish Steward service.

There were no further Questions raised.

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

i) Wiltshire Cllr H Greenman reminded all that the Chippenham Community Area Parish Forum would now meet on the 25th March 2026 at 7.00pm in The Kington St Michael Village Hall.

There were no further Reports.

25/084 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr O Mead.

25/085 Declaration(s) of Interest – In accordance with Kington St Michael Parish Council's Code of Conduct and Standing Orders

Interests were declared by Cllr G Gamble and Cllr A Hall in regards to Part 2 Agenda item (b). In each case the Council granted them a Dispensation under the Code of Conduct to allow them to speak on the item but not vote. There were no further Interests declared. **(noted)**

25/086 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 January 2026. **Cllr A Hall proposed, Cllr T Mead seconded and RESOLVED UNANIMOUSLY**

25/087 PLANNING 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.

Planning Applications:

- a) PL/2026/00311 – Full Planning Permission
Erection of 2 No cattle sheds and 1 No straw barn
Manor Farm, Easton Piercy, Kington St Michael, Chippenham SN14 6JT
For Mr T Reynolds

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

Cllr P Macdonald proposed, Cllr J Newton seconded and RESOLVED UNANIMOUSLY

- b) PL/2026/00410 – Section 37 Notification- Overhead Lines Electricity Act
Improve and reinforce the existing local electricity network
Land at Broomfield Farm, Easton Piercy, Kington St Michael SN14 6JU
For Scottish and Southern Electricity Networks (SSEN)

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

Cllr P Macdonald proposed, Cllr S Woodhead seconded and RESOLVED UNANIMOUSLY

There were no further Planning Applications considered.

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

- c) PL/2025/09326 – Notification of proposed works to trees in a Conservation Area
Tree works to G6 Group T1 – Ash, T2 – Ash, T4 – Ash, T5 – Sycamore, T6- Sycamore, T7 – Yews, and T8 - Holly.
Kington Manor, Kington St Michael, Chippenham SN14 6JA
For Bates **No objection from Wiltshire Council 12th January 2026**
- d) PL/2025/09320 – Notification of proposed works to trees in a Conservation Area
Tree works to G4 Group T1 – Ash, T2 – Horse Chestnut, T3 – Sycamore, T4+T5 – Hollies T8 - Ash, T9 - Sycamore, T10 - Sycamore, T11 – Sycamore and T12 – Sycamore.
Kington Manor, Kington St Michael, Chippenham SN14 6JA
For Bates **No objection from Wiltshire Council 12th January 2026**

- e) PL/2025/09321 – Notification of proposed works to trees in a Conservation Area G5 Group of 21 Leylandii that were originally planted as hedge plants – as with all of site it has not been maintained for some time and now G5 is overextending listed graveyard. To reduce the height of the group by up to 3-3.5m to reduce both sides as much as possible without causing browning.
Kington Manor, Kington St Michael, Chippenham SN14 6JA
For Bates **No objection from Wiltshire Council 12th January 2026**
- f) PL/2025/09314 – Notification of proposed works to trees in a Conservation Area Tree works to G2 Group. All Ash with moderate to major Ash dieback. T3 – Fell, T4 – Fell, T5 – Fell, T8 – Fell, T9- Fell T12 – Remove bough and T12 – Remove bough.
Kington Manor, Kington St Michael, Chippenham SN14 6JA
For Bates **No objection from Wiltshire Council 12th January 2026**
- g) PL/2025/09312 – Notification of proposed works to trees in a Conservation Area Tree works to G7 Group T1 – Elm, T2 – Chestnut, T3 – Oak, T4 – Elm, T5 – Poplar, T6 – Chestnut, T7 – Poplar and T8 – Chestnut.
Kington Manor, Kington St Michael, Chippenham SN14 6JA
For Bates **No objection from Wiltshire Council 12th January 2026**
- h) PL/2025/09431 – Householder Planning Permission
Single storey side extension and first floor extension
33, The Ridings, Kington St Michael, Chippenham SN14 6JG
For Mr Will Handcock **Approved with Conditions 30th January 2026**
- i) PL/2025/07614 – Householder Planning Permission
Removal of small single storey extension, partial rebuild and conversion of garage and erection of 1.5 storey extension with first floor balcony and internal remodelling
4 The Orchard, Kington St Michael, Chippenham SN14 6JH
For Mr & Mrs Graham and Helen Howe
Approved with Conditions 30th January 2026
- j) PL/2025/00485 – Householder Planning Permission
Single storey extension side and rear elevations to existing garage
86-87, Kington St Michael, Chippenham SN14 6HX
For Mr James Willment

The planning application had been refused by Wiltshire Council. The Council had now been notified that an appeal against the refusal had been submitted on the basis of the Fast Track procedure on the 4th February 2026 under reference APP/Y/6003895. The Council noted that there was no further action that the Parish Council could take on the appeal. **(noted)**

- k) Lime Down Solar Project Notice of Acceptance of an application for a Development Consent Order (DCO) by the Planning Inspectorate (on behalf of the Secretary of State) under Section 56 of the Planning Act 2008 Lime Down Solar Park.

The Council recalled that PINS Registration was required so that the Council could be involved in further stages. The Council had now received invitations to preliminary meetings and hearings as an Interested Party Ref: PDSF-SPO24. Details were circulated to Council Members. **(noted)**

- 1) PL/2025/05271 – Full planning permission
Proposed 2 x Static Homes, 1 x day room, 1 x Treatment Plant, Hardstanding
and associated works
Birch Tops, Malmesbury Road, Kington Langley. SN14 6BQ
For Mr Wayne Griggs

The Council had considered this application on the 16th October 2025 and had submitted representations. They had been notified that additional information had been provided by the applicant and had been given the opportunity of submitting further comments.

Following consideration, **the Council resolved to retain their objections** as they were against the principle of the development in this rural location, the highway safety implications on the A350 were overwhelmingly against and recommended that Wiltshire Council take the appropriate enforcement action to return the site and access to its former use, including the Right of Way across the land.

Cllr P Macdonald proposed, Cllr S Woodhead seconded and RESOLVED UNANIMOUSLY

There were no further planning matters reported.

25/088 FINANCE The Council considered financial matters.

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

Chew Valley Trees. English Oak+ stakes etc. order #ea67d89	03.02.26	£ 332.50
Amazon. Baumbad 1 premium PW watering bag.	03.02.26	£ 17.21
M P Singer. QE2 Field.	Inv 30526 15.01.26	£ 2,320.80
M P Singer. QE2 Field.	Inv 30525 15.01.26	£ 732.00
M P Singer. QE2 Field.	Inv 30526 15.01.26	£ 4,077.60
M P Singer. Install SID posts etc.	Inv 30505 08.09.25	£ 1,783.20
KSM Village School. Newsletter Inv KSM 20252711	29.01.26	£ 99.20
KSM PC. Parish Forum ANPR Camera donation.		£ 185.55

Cllr G Gamble proposed, Cllr W Roe seconded and RESOLVED UNANIMOUSLY

- b) **Payments made:** The Council **noted** that there had been no Payments made since the last Council Meeting.
- c) **Receipts:** The Council **noted** the following Receipts since the last Council Meeting.

Castle Combe PC. ANPR Camera purchase donation	22.01.26	£ 185.55
Hullavington PC. ANPR Camera purchase donation	23.01.26	£ 185.55
Nettleton PC. ANPR Camera purchase donation	23.01.26	£ 185.55
Yatton Keynell PC. ANPR Camera purchase donation	03.02.26	£ 185.55
Wiltshire Council Area Board. ANPR Camera donation	04.02.26	£ 2,000.00

- d) **Bank Accounts:** The Council **noted** that the Council's Bank Account balances at 5th February 2026 were:

HSBC Main Business A/c No 31545043	£ 43,526.17
HSBC Reserves A/c No 21545078	£ 48,289.08
HSBC Charities A/c No 71545051	£ 807.26
HSBC Defibrillator A/c no 51563041	£ 1,000.92

e) **Council Budget 2026 -2027**

The Council had agreed their forward budget at the last Council Meeting. A copy was circulated for Members information. **(noted)**

25/089 **HIGHWAY MATTERS**

a) **Parish Stewards Programme/Requirements:** general issues for the Local Highway & Streetscene Community Team. Cllr P Macdonald, updated the Council on completed and ongoing works. Parish Steward visits were scheduled for 16th February, 16th March, 16th April, 15th June, 15th July, 15th September, 15th October, 16th November and 9th December 2026. However, the Council had been notified that the service had been suspended for a concentration on highway pothole repairs throughout the County. **(noted)**

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

There was no update on this occasion. **(noted)**

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

i) Replacement Waste Bins. Pursuant to Minute 25/079 (c) (i). There had been no change in circumstances since the last Council Meeting. **(noted)**

ii) Tor Hill Footpath. Pursuant to Minute 25/079 (c) (ii). The works had now been completed. **(noted)**

iii) QE2 Recreation Field – Adjacent Highway Pavement and Parking Generally. Pursuant to Minute 25/079 (c) (iii). The Council had now received permission from Wiltshire Highways to install the bollards and could now proceed with the works. It was suggested that a Newsletter item should draw attention to the need for the Council to take this action to highlight inconsiderate parking within the Parish. There had been no change in circumstances in regards to the claim for reimbursement of costs at the time of Agenda publication. **(noted)**

iv) The Ham – northwest highway visibility splay. Pursuant to Minute 25/079 (c) (iv). There had been no change in circumstances since the last Council Meeting. **(noted)**

v) The Street (adjacent to The Ridings). Minute 25/089 (c) (iii) above refers to HGV vehicle parking alongside The Ridings boundary wall on a former verge area that was now within the expanded highway through mis-use. Options to resolve the matter were still being considered. **(noted)**

- vi) Highway Conditions. The Council discussed the deplorable condition of roads throughout the Parish generally acknowledging that they had never been in such a dangerous state. **The Council agreed that** the Clerk should write to Wiltshire Highways raising the issue and suggesting that a County wide Parish by Parish timetable approach may be beneficial so that Parishes could have some idea of timescales for reinstatement works rather than ad-hoc temporary solutions.

25/090 UPDATE ON STANDING ITEMS

a) **Recreation Ground** –

- i) QE2 Recreation Field Group. The “Oaks at 80” tree had now been delivered, the tree position agreed and it was hoped that it would be planted in the near future. A further update will be given at the next Council Meeting. **(noted)**.
- ii) QE2 Recreation Field Capital Works. Field Capital Works. Pursuant to Minute 025/80 (ii). As previously reported the QE2 Field Group had written to the Council seeking support towards a number of improvements to the playground area equipment. The proposals suggested a 4 Stage approach with overall costs in the region of £26,500.00. They had been keen to discuss with the Council how this could be funded. The Council had commented previously that from an initial point of view the Group would need to source funding from others, such as the Area Board, the National Lottery Fund, Landfill Grants, Sport England and perhaps seek Community First advice with the Council potentially acting as a supporter. Other possibilities suggested included seeking grants from SEN and Sport Aid. The Council re-confirmed that this was the appropriate route. **(noted)**
- iii) QE2 Recreation Field Maintenance. The Council had received the Greenscape Services grounds maintenance and footpath clearance specification and costs for 2026. The costs were within that budgeted for 26/27 and the Council confirmed that the contract should continue. Cllr G Gamble reported that repairs to the MUGA would be completed soon that would allow the line markings to be completed. **(noted)**
- iv) QE2 Recreation Field – Adjacent Highway Pavement. Minute 25/089 (c) (ii) above refers. The Clerk would continue negotiations with the third party. **(noted)**

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

- c) **Flooding & Drainage** – It was confirmed that the Council still needed to write to a number of property owners on Wiltshire Council’s behalf, advising that they would need to check and clear blocked surface water drainage crossing their land. **(noted)**

- d) **Parish/Community Website/Social Media** – There remained a need for Council Members to review their contact details and information that appeared on the Council website. **(noted)**

- e) **Tor Hill Footpath Project** – There was no update as the Council had deferred further consideration until the Neighbourhood Plan process was further advanced. **(noted)**
- f) **Kington St Michael Village Hall**
 - i) Village Hall Acoustics-Hearing Difficulties. It was understood that the existing sound/loop system had been retested and was in working order. The Council’s additional provision could now be used. **(noted)**
- g) **Kington St Michael Neighbourhood Plan** – Cllr S Woodhead advised that the draft Neighbourhood Plan Regulation 14 Consultation documents were now online and after slight refinement the formal consultation could proceed. The Steering Group was in the process of agreeing questionnaire delivery points and hard copy distribution methods. Consideration would now need to be given to the consultation dates. **(noted)**
- h) **Kington St Michael Emergency Plan** – There was no update on this occasion. **(noted)**
- i) **Village Newsletter** – The Council considered that editorial should be provided to highlight Council business. The Clerk had prepared a Newsletter article for the last edition and would consider editorial for future editions. **(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 was 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 although Cllr F Twisse reported that some recent interest had been shown. The Clerk continued to circulate Community Messaging to those on the Council’s Database. **(noted)**
- n) **Data Protection. GDPR** – There was no update required. **(noted)**
- o) **Queen’s Platinum Jubilee – Celebration Bench.** There was no change in circumstances since the last Council Meeting. **(noted)**
- p) **Asset of Community Value - Future of the Jolly Huntsman Public House.** A Part 2 Agenda item referred. **(noted)**

25/091 **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 last LHFIG Meeting had been held on the 8th January 2026 at 10.00am in Committee Room A, Monkton Park Council Offices. The Note Tracker had been provided. The date of the next LHFIG Meeting was the 31st March 2026. **(noted)**

- b) **Wiltshire Operational Flood Group North.** The Flood Group had last met on Wednesday 21st January 2026. The Agenda, venue and hybrid meeting details had been provided. The date scheduled for the next Flood Group Meeting was the 18th March 2026. Notes from the last Meeting were now available. **(noted)**
- c) **Community Speedwatch-Speed Indication Devices (SIDS)-Autospeedwatch Devices.** The data produced could be forwarded to LHFIG in due course in support of a reduction in speed limit request. **(noted)**
- d) **Parish Council Database.** There had been no change in circumstances since the last Council Meeting. Promotion in the next Newsletter could prove beneficial. **(noted)**
- e) **Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum.** The Area Board had last met on Monday 9th February 2026 in the Wiltshire History Centre, Chippenham. The next was scheduled for the 1st June 2026 in the same venue. The next Parish Forum Meeting had been scheduled for Wednesday 25th February 2026 at 7.00pm in Kington St Michael Village Hall. The Guest Speaker being Simon Smith, Wiltshire Council Senior Planning Officer who had been provided with advance warning of specific questions so that he could be properly prepared. However, it was noted that this Forum Meeting had now been postponed until the 25th March 2026 in the same venue. **(noted)**
- f) **School Travel Plan and Safe Place.** Cllr F Twisse reported that all available information had now been provided to the School since the last Council Meeting for their consideration. **(noted)**
- g) **Wiltshire Council Briefing Note 26-01.** The Council noted receipt of a Briefing Note in regards to the Future Energy Landscapes project. **(noted)**
- h) **Kington St Michael United Charities Trustee.** The Council had received notification that the Council representative's term of office ended on the 12th March 2026. The Charity had requested the Council to consider and submit the name of a competent person to serve a 4-year term of office from that date. Members recalled that in May and June of last year the subject of the Council's representative was considered and it had been agreed that Cllr G Gamble would remain until his most recent term of office, 2022-2026, as a Charity Trustee ended, when the nomination could be reconsidered. The letter received from the Charity indicated that Cllr G Gamble would like to continue in the role.

Cllr W Roe proposed, Cllr J Newton seconded that Cllr G Gamble should be nominated. A further proposition was received from **Cllr T Mead, seconded by Cllr P Macdonald that Cllr A Hall should be nominated.** Each candidate addressed the Council before a vote was taken. Following consideration **the Council agreed by majority decision** that Cllr G Gamble should be the Council nominee for the next KSM United Charities Trustee term of office.

- i) **Community Consultation.** The Council had agreed to carry out a Community Consultation, had now considered feedback and could now consider the final report and conclusions. Following consideration **the Council agreed that** they would use the results in forward decision-making and would publish details on the website and in the Newsletter.

- j) **Wiltshire Council Planning Town and Parish Council Forum.** The Council had received an invitation to attend this event to be held on Tuesday 10th March 2026 at 5.00pm at County Hall, Trowbridge. Preliminary details were circulated for Members further information. **(noted)**
- k) **Scottish & Southern (SSEN) Stakeholders Workshops.** The Council had received an invitation to help shape a new ED3 Business Plan. In person sessions had been arranged and a Webinar was to be held on the 26th March 2026. Details were circulated for Members further information. **(noted)**
- l) **Wessex Water – Community Drop-in.** The Council was reminded that Wessex Water were holding sessions to allow customers to come and talk to them about water related issues, including bills. Local sessions were planned for Tuesdays 10th March and 5th May 2026 at 10-12am and 1-2pm in Chippenham Library, Market Place, Chippenham. **(noted)**
- m) **Flood Wessex Lunch & Learns Sessions.** The Council had received invitations. Future online Sessions had been planned for the 19th February and 19th March 2026 and details had been provided. **(noted)**
- n) **Wiltshire Association of Local Councils (WALC).** The Council had been advised of a number of Member Training opportunities. The Council had a training budget and Members should take the opportunity of attending a session in the next few months. **(noted)**
- o) **Chair’s Update.** The Chair reported that the “Oaks at 80” tree project would soon be complete funded by the grant received and additional funds from the Council and the QE2 Field Group. **(noted)**

25/092 ANNUAL PARISH MEETING 2026

The Annual Parish Meeting was scheduled for Thursday 16th April 2026 at 7.30pm. There was a legal requirement to hold an Annual Parish Meeting between 1st March and 1st June each year. The Council wished to gain maximum publicity through the Newsletter and by writing to all local organisations.

As usual 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 2026-2027 information. The opportunity would also be given for Reports from Local Organisations, Parish Council Sub-Groups or Committees and the Wiltshire Council Member. The remainder of the Agenda would be flexible and was in the hands of Parishioners in attendance. As a starting point the Council would suggest some Agenda items that are appropriate.

At this time these included:

- a. Recreation Ground Facilities
- b. CPRE Best Kept Village Competition 2026
- c. Tor Hill Footpath Project
- d. Community Safety/Neighbourhood Watch/Emergency Plan
- e. Traffic Speeds – the provision of Autospeedwatch Tools and Speed Identification Devices (SID)
- f. Community Speedwatch
- g. Great British Spring Clean 2026
- h. Village Green and other Assets – the maintenance and improvement

- i. Rights of Way – Footpath maintenance – Community Wardens
- j. Village Communications
- k. Jolly Huntsman Public House update
- l. KSM Neighbourhood Plan update
- m. Community Consultation update

Council Members **agreed that** there should be an attempt to advise all local organisations and invite them to provide a report on their activities during the past year and that light refreshments and drinks should be provided on the evening.

25/093 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

- a) Cllr F Twisse reported that there had recently been some interest shown on the introduction of a Neighbourhood Watch Scheme that would be investigated further.

There were no further matters raised.

25/094 DATE OF NEXT MEETING

The next Council Meeting would be held at **7.15pm, on Thursday 19th March 2026.**

PART 2 AGENDA

As the following Item/s related to Confidential Matters, and in accordance with Kington St Michael Parish Council Standing Orders (Admission of Public and Press to Meetings) it was considered that in view of the confidential nature of the business to be transacted, in accordance with the Public Bodies (Admission to Meetings) Act 1960 (as amended), the Public and Press should be excluded for the remainder of the Meeting and that they were instructed to withdraw.

- a) Grounds Maintenance Contract 2026. The Council was circulated with the Contract Specification and costs for their information in regard to Minute 25/090 (a) (iii) above. **(noted)**

b) Jolly Huntsman Community Pub Group. Proposals have been received from Kington St Michael Community Pub Limited for the Parish Council's consideration that included business plans, financial appraisals, etc. The Group asked for Council support to progress a Public Works Board Loan (PWBL) that was a considerable undertaking for the Council and the community as a whole. At this time there could be no suggestion of a commitment to proceed and the Group understood that there would be a process for the Council to follow including community consultations. Council Members took the opportunity of querying the information available and the financial arrangements and felt that they did not have the expertise to assess the trading figures, purchase arrangements and business case and would need to seek advice before taking any decisions. The Council acknowledged the considerable amount of work carried out by the Group and did not wish to stymie the proposals but needed to ensure that they were sound and could be supported by the community who would need to fully understand and support the long-term aims and investment. The Council agreed that the Clerk should seek advice from WALC and professionals and a budget figure was agreed. The Council further agreed that the next Newsletter article should include reference to the matter. **Cllr P Macdonald proposed, Cllr T Mead seconded and RESOLVED UNANIMOUSLY**

Signed:

Chair, Kington St Michael Parish Council

Date: **19th March 2026**