

KINGTON ST MICHAEL PARISH COUNCIL

Vivian A Vines MBE SLCC
Clerk of the Council

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17th April 2026

Dear Councillor,

You are summoned to a **Meeting of the Kington St Michael Parish Council**, to be held on **Thursday 23rd April 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 Cllr J Newton and Cllr W Roe.

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 19th March 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/2026/01897 –Householder Planning Permission
Demolition of existing rear conservatory, construction of a single-storey lean-to rear extension and partial conversion of integrated garage
Brakemead Barn, 6 Skillins, Kington St Michael, Chippenham SN14 6RL
For Mr & Mrs Watkins **(see online) (For Decision)**
- b) PL/2026/01449 –Householder Planning Permission
Single storey extension to side of existing dwelling
56 The Ridings, Kington St Michael, Chippenham SN14 6JG
For Mrs Helen Evans **(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.

- c) PL/2025/08804 –Full Planning Permission
Retrospective application for the creation of hard standing areas and erection of equipment cabinets to facilitate an extension to existing EV charging hub
Car Park, Leigh Delamere Motorway Services Westbound, Leigh Delamere
For Leigh Delamere Motorway Services **Approved with Conditions 2nd April 2026**
- d) Lime Down Solar Park – Update 10th April 2026.

Wiltshire Council has provided an update to Councils who have registered as an Interested Party with the Planning Inspectorate (PINS). **(see attached) (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)**

Vision ICT Ltd. Website hosting and support 26/27	Inv 21863	07.04.26	£ 333.79
WALC. Subscription 26/27	Inv WALC-1143	01.04.26	£ 317.63
KSM CE Primary School. Newsletter printing	Inv KSM 20260324	24.03.26	£ 122.00
Greenscape Services Ltd. Grounds Maintenance contract.	Inv SI-18237	20.03.26	£ 1,808.76
Community First. Membership Renewal 26/27		01.04.26	£ 40.00

- 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)**

Seagry PC. ANPR Camera purchase donation	16.03.26	£ 185.55
Langley Burrell Without PC. ANPR Camera purchase donation	23.03.26	£ 185.55

- d) To note Bank Account balances as at 5th April 2026 **(to note)**

HSBC Main Business A/c No 31545043	£ 19,485.95
HSBC Reserves A/c No 21545078	£ 48,394.29
HSBC Charities A/c No 71545051	£ 809.02
Defibrillator A/c No 51563041	£ 1,003.10

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 16th April, 15th June, 15th July, 15th September, 15th October, 16th November and 9th 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. There has been no change in circumstances since the last Council Meeting. **(to note) (For Decision)**
 - ii) QE2 Recreation Field – Adjacent Highway Pavement and Parking Generally. Pursuant to Minute 25/089 (c) (iii). The Council has now purchased the bollards and these will be installed subject to contractor's availability. **(to note)**
 - iv) The Ham – northwest highway visibility splay. Pursuant to Minute 25/089 (c) (iv). To receive any updates. There has been no change in circumstances since the last Council Meeting. **(to note)**
 - v) The Street (adjacent to The Ridings). Pursuant to Minute 25/089 (c) (v). To receive any updates. There has been no change in circumstances since the last Council Meeting. **(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. **(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. There has been no change in circumstances since the last Council Meeting. **(to note)**
- b) **Notice Boards** – To raise general issues and to receive any updates. Pursuant to Minute 25/101 (b). A quotation for a replacement High Street notice board is being sought. **(to note)**
- c) **Flooding & Drainage** – To raise general issues and to receive any updates and to consider any actions required. Pursuant to Minute 25/101 (c). Responses have been received from affected properties that will be forwarded to the Wiltshire Drainage Team. **(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. The Regulation 14 Consultation is taking place. **(see attached) (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. There has been no change in circumstances 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. There has been no change in circumstances 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. The Council has 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 31st March 2026 at 10.00am in Monkton Park Council Offices. The Note Tracker has been provided. The date of the next LHFIG Meeting is the 24th September 2026. A further date is scheduled for the 28th January 2026. **(see attached) (to note) (For Decision)**
- b) **Wiltshire Operational Flood Group North.** The Flood Group last met on Wednesday 18th March 2026, 10.00 - 12.00. The Agenda, venue and meeting details were provided. **(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 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 9th February 2026 in the Wiltshire History Centre, Chippenham. The next is scheduled for the 1st June 2026 in the same venue. The Parish Forum met on Wednesday 25th March 2026 at 7.00pm in Kington St Michael Village Hall. The Guest Speaker was Simon Smith, Wiltshire Council Senior Planning Officer. The next Parish Forum is scheduled for Wednesday 17th June 2026 at 7.00pm in Sutton Benger Village Hall. **(to note)**
- f) **School Travel Plan and Safe Place.** To receive any updates. **(to note)**
- g) **Wiltshire Council Briefing Note 26-03.** The Council has received a Briefing Note in regards to the revision of the Service Devolution & Asset Transfer Policy. To allow sufficient time for feedback the informal consultation period is extended to the 1st May 2026. **(see attached) (to note)**
- h) **Wiltshire Council Guidance for Parish and Town Councils on receiving and use of CIL Funds 2026.** The Council has received this year's update. **(see attached) (to note)**
- i) **Nymph Hay Brook – Clearance and Ecological Survey.** The Council has received a proposal to clear the Brook of rubbish and debris and to carry out a survey at the same time. The works will be partially supervised and be part of a University (UWE) course and assessment. The proposal is offered as a voluntary project and will not require Council funding. The student is a Council Member, Cllr Ollie Mead, and the Council is asked to consider agreeing to the proposal. **(see attached) (For Decision)**
- j) **Wiltshire Council Briefing Note 26-04.** The Council has received a Briefing Note in regards to the Crisis and Resilience Fund 2026 (CRF). The briefing outlines the transition from the Household Support Fund (HSF) to the new (CRF) and the support available to residents etc. **(see attached) (to note)**

- k) **WALC- Environment Network.** The Council will recall the Clerk attended the first meeting of this Network and can now update the Council. Attached is a brief summary and the presentations received. **(see attached) (to note)**
- l) **Chair's Update.** To receive any updates and issues since the Council has last met.

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 **Annual Council Meeting** to be followed by the next **Council Meeting** is scheduled for **Thursday 21st May 2026 at 7.15pm.**