

# **KINGTON ST MICHAEL PARISH COUNCIL**

## **DRAFT MINUTES**

### **Council Meeting**

held at 7.15pm

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

**21<sup>st</sup> July 2022**

Present: Cllr Gamble (Chair), Cllr Hall, Cllr Hocking (Vice Chair), Cllr Ingham, Cllr Macdonald, Cllr Newton, Cllr Roe and Cllr Twisse.

Also Present: Richard Squires, Pat Squires, Jill Saunders, Avril Balmforth, Margaret Pratley, Tony van As 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**

Mrs M Pratley reminded the Council that the requested clearance of the Public Footpath growth/obstructions at The Ridings and Town Close remained outstanding. She also expressed concern over a number of fly tipping incidents concerning rubble filled black polythene bags occurring along the village lanes that should be reported to Wiltshire Council.

There were no further Questions.

#### **REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES**

There were no Reports.

#### **22/32 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Allen. Apologies were also received from Wiltshire Councillor H Greenman.

#### **22/33 Declaration(s) of Interest – In accordance with Kington St Michael Parish Council's Code of Conduct and Standing Orders**

- i) Cllr Hall declared an Interest in all matters involving the Asset of Community Value application for The Plough Inn, Kington Langley.
- ii) Cllr Hocking and Cllr Ingham declared an Interest in regards to Agenda item 7 (a) (v), KSM Fitness Event-August Bank Holiday.

There were no further Interests declared.

#### **22/34 MINUTES** Members had previously been circulated with the Minutes.

The Council received, approved and signed as a true record the Minutes of the Parish Council Meeting held 16<sup>th</sup> June 2022. **Cllr Ingham proposed, Cllr Hocking seconded and RESOLVED UNANIMOUSLY**

22/35 **PLANNING**

**Planning Applications:** Prior to the consideration the Planning Application 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/2022/05353 – Hedgerow Removal Notice**

The removal of one 6 metre section of hedgerow is required for access in order to install new water main. Once the works have been completed, the hedgerow will be reinstated as per attached STD/836, using a mix of species to mix and match the surrounding hedgerows.

4C, Town Close, Kington St Michael, Nr Chippenham, Wiltshire SN14 6JN  
For Wessex Water Authority

Following consideration of the application **the Council resolved that there were no objections to the proposals.**

**Cllr Macdonald proposed, Cllr Hocking seconded and RESOLVED UNANIMOUSLY**

There were no further applications considered. **(noted)**

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

There were no planning matters reported. **(noted)**

22/36 **FINANCE** The Council considered financial matters.

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

Idverde Limited. grass cutting contract.	Inv 10846498	23.06.22	£ 431.76
Idverde Limited. grass cutting contract.	Inv 10849801	20.07.22	£ 431.76
Idverde Limited. Additional footpath cuts.	Inv 10846815	20.07.22	£ 824.52

St John Ambulance. First Aid Bonfire Night. InvSP21005495 18.11.21£ 115.20\*

\* The Council had paid this account on the 14<sup>th</sup> Oct 2021. Cheque 100713. The cheque had not been received or cashed. A replacement had been requested.

**Cllr Newton proposed, Cllr Gamble 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 5<sup>th</sup> July 2022 were:

HSBC Main Business A/c No 31545043	£ 57,276.79
HSBC Reserves A/c No 21545078	£ 45,737.49
HSBC Charities A/c No 71545051	£ 764.58
HSBC Defibrillator A/c no 51563041	£ 851.72

## 22/37 HIGHWAY MATTERS

- a) **Parish Stewards Programme/Requirements:** general issues for the Local Highway & Streetscene Community Team. The requested clearance of the Public Footpath growth/obstructions at The Ridings would be checked. A Parish Steward visit had been scheduled for 11<sup>th</sup> July, with further visits being 8<sup>th</sup> August and 5<sup>th</sup> September 2022. A later Agenda item referred to Rights of Way and the requirement to fell a small tree adjacent to a rear boundary wall of a property bordering The Ham Right of Way land. It was suggested that the Parish Steward might be able to assist with the felling. **(noted)**
- b) **Rights of Way:** general issues in regards to Public Footpaths and Bridleways within the Parish.
- i) The Idverde Limited maintenance contract. The QE2 Field Group had advised on future maintenance requirements and these would be included in an updated contract. **(noted)**
- ii) The Council had already agreed to additional cuts of The Ham, The HaHa and Tor Hill changing the cutting cycle to April, June and August each year and had wished to consider if any other grass areas, such as highway verges that provided pedestrian refuge and visibility safety, should be maintained by the Parish Council. The Clerk had circulated Maps for Members assistance. Following consideration the Council deferred any decision/s on including any additional areas to await the response from Wiltshire Highways on their own reduced standard cutting schedule. During discussions Cllr Newton raised the issue of the existing contract specification in regards to Rights of Way maintenance and whether this included tree growth and bramble clearance. The Clerk advised that encroachment of vegetation, hedgerows, trees was a landowners responsibility. Historically, Wiltshire Council assisted in matters through their Rights of Way Warden/Officer, who would often make direct contact with landowners to resolve. Resources have become less available and volunteer groups or Parish Councils had gradually intervened. The Parish Council had done so, considering public access as a priority, but ultimate responsibility fell with the landowner. In this instance, the Clerk would ask the contractor to ensure that the existing contract was adhered to and to remove any tree or bramble growth. As there was an intention to reconsider the Idverde Limited contract to cover increased requirements the Council wondered if there was a local contractor who may be capable of carrying out the contract and this would be investigated for the next cutting season. **(noted)**
- c) **Highway & Footpaths Conditions and Maintenance:** general issues in regards to Highway Conditions and Maintenance within the Parish.
- i) Wiltshire Weather Team were beginning preparations for next winter and had contacted the Council asking them to undertake an audit of salt bins within the Parish to let them know which ones required

refilling or replacing due to damage. The Council had been advised that this assistance would mean that Wiltshire Highways would not waste “precious resources” by needing to visit all bins in the County to check their status. The Council noted the request but Cllr Macdonald advised that he had a working arrangement with the Parish Steward whereby the inspection and refilling was done locally. **(noted)**

- ii) Highway Verges. The Council was mindful of the Nation’s extreme heat levels and evidence that serious wild fires were occurring as a result of neglected and unkempt hedgerow and grassed areas. The implications of the Wiltshire Council’s “wilding” policy and reduced cutting schedules were discussed and the significant impact that was likely to occur with further global warming resulting in harm to wild and human life. The matter should be raised with the Local Authority who should give further consideration to the matter.

There were no further issues raised.

## 22/38 UPDATE ON STANDING ITEMS

### a) Recreation Ground –

- i) QE2 Recreation Field Group. There was no update required on this occasion. **(noted)**
- ii) QE2 Recreation Field Capital Works. There was no update required on this occasion. **(noted)**
- iii) QE2 Recreation Field Maintenance. There was no update required on this occasion. **(noted)**
- iv) QE2 Recreation Field RoSPA Inspection. The Council had received notification that the Annual Inspection was to take place during September 2022. As usual the Playsafety Company had offered the opportunity for an accompanied Inspector’s visit for an additional fee. **The Council agreed that this was not required this year.**
- v) KSM Fitness Event – August Bank Holiday. The Council had been approached as owner of the QE2 Field for views and approval of a proposed Fitness Event, including the Nymph Hay Woodland Area to be held on Saturday 27<sup>th</sup> August 2022. There would be a limit of 50 entrants to a 5Km event with obstacles with a possibility of a ticketed BBQ event. The Council had been asked to consider allowing the Event to take place and **they readily agreed. Cllr Newton proposed, Cllr Macdonald seconded and RESOLVED UNANIMOUSLY**

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

c) **Flooding & Drainage** – There were no issues raised. **(noted)**

d) **Parish/Community Website/Social Media** – There was an intention to circulate the new website access link to Members to view before the website went live. **(noted)**

- e) **Tor Hill Footpath Project** – Cllr Hocking updated Council Members on work completed by the Consultants since the last Council Meeting. The concept design/s had been received and circulated for comment. Several Parishioners were in attendance and were given the opportunity of raising questions and passing comments to the Council. Issues of potential loss of parking spaces, traffic calming methods, reduced highway width and priority for vehicle users were raised. In addition a comment was made as to whether circumstances had changed since the original vision and whether funds would be better spent on the provision of additional car parking in the village. Cllr Hocking advised that the feasibility scheme was at an early stage and much work had to be done to firm up the proposals and continuing consultation would take place with all before any decisions were made. **The Council agreed that in principle** the proposals appeared acceptable and that they should be taken forward to the next stage/s.
- f) **Kington St Michael Village Hall** – There was no update. **(noted)**
- g) **Kington St Michael Neighbourhood Plan** – Cllr Newton reported that there had been no change in circumstances since the last Council Meeting. **(noted)**
- h) **Kington St Michael Emergency Plan** – Cllr Twisse reported that there had been no further progress since the last Meeting. **(noted)**
- i) **Village Newsletter** – There was an intention to include the “polite article” in the Newsletter raising general concerns on highway parking that may persuade “culprits” to think twice. **(noted)**
- j) **Council Award Scheme** – There was no update. **(noted)**
- k) **Asset Register** – There was no update. **(noted)**
- l) **Insurance** – There was no update. **(noted)**
- m) **Lych Gate/Village Shop/Hall Road Area Maintenance/Conditions Upgrade (LGVSHRU)** including the Registration of Land and Buildings. There was no update. **(noted)**
- n) **Community Safety/Neighbourhood Watch:** There was no update on this occasion. **(noted)**
- o) **Data Protection. GDPR** – There was no update required. **(noted)**
- p) **Queen’s Platinum Jubilee – Celebration Bench.** The Council had purchased a Platinum Jubilee Bench and had agreed to defer any future installation decision until a suitable site became available. If the Council’ preferred site remained unavailable the Council would consider an alternative at the next Council Meeting. **(noted)**

## 22/39 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) (Formerly CATG).** The Council had responded on the Advisory Crossing proposals, which

would be discussed at the next LHFIG Meeting to be held on the 26<sup>th</sup> July 2022 in the Wiltshire and Swindon History Centre, Chippenham at 10.00am. **The Council agreed that** green coloured road safety markings should be requested. The LHFIG Agenda provided an estimated cost for the works. To date the Council had not been approached to provide any financial assistance towards the project. With this in mind **the Council agreed that** should an approach be made then the Council would agree the necessary percentage funding to allow the project to proceed at the earliest date.

- b) **Wiltshire Operational Flood Group North.** A hybrid Flood Group Meeting had been held earlier in the day (21<sup>st</sup> July 2022) at 10.00am in Committee Room D, Monkton Park Offices, Chippenham and MS Teams. The Council had been invited to attend and to raise any local concerns. No Member had been able to attend and there was no update on this occasion. **(noted)**
- c) **Highway Parking – The Ham.** The Council had considered the issue of highway parking at The Ham and the resulting highway safety issues. The Council had agreed that rather than taking a formal approach through requesting Police action the Council felt that in the first instance a polite leaflet drop and an article in the Newsletter raising general concerns on highway parking may persuade “culprits” to think twice. The leaflet drop had had little impact to date and the article would appear in the next Newsletter. The Council would reconsider the issue at their next Meeting. **(noted)**
- d) **A350 Traffic Light Cross Roads.** The Council had made contact with Kington Langley Parish Council (KLPC) and had advised that they were supportive of remedial measures. The KLPC had provided a copy of their Highways Improvement Request Form and had advised that the matter was to be considered by LHFIG on the 26<sup>th</sup> July 2022. **The Council agreed to support the** neighbouring Council at the LHFIG Meeting.
- e) **Village Newsletter/Media Representative.** Cllr Hocking confirmed that she was acting in the role. **(noted)**
- f) **Stanton Lane 4 way Highway Fingerpost Sign.** The Council had agreed to replace the Stanton Lane fingerpost sign with a traditional historic cast metal design including a fourth finger indicating Easton Piercy. A Clerk’s proof had been circulated and approved by Members and had now been forwarded to the manufacturer who had provided an updated quotation of £2,280.00 to include the Easton Piercy finger. Delivery costs would be shared with Seagry and Dauntsey Parish Councils. **The Council agreed to** proceed with the purchase. During discussions the Council considered other fingerpost signage in the Parish **and agreed that** a programme of replacement of all fingerpost signs should be put in place and included in forward budgets.
- g) **Community Speedwatch-Speed Indication Devices (SIDS)-Autospeedwatch Devices.** There was no change in circumstances since the last Council Meeting. The Council had requested the highway survey and had yet to be advised of any dates. **(noted)**
- h) **Community Speedwatch Team.** There was no change in circumstances since the last Council Meeting. **(noted)**
- i) **Speed Identification Devices (SIDs).** There was no change in circumstances since the last Council Meeting. **(noted)**

- j) **Pavement Parking-Provision of Bollards.** There was no change in circumstances since the last Council Meeting. **(noted)**
- k) **Asset of Community Value - The Plough Inn, Kington Langley.** Cllr Hall advised that a new application for the Designation as a Community Asset, had not been accepted by Wiltshire Council. At this time there was no action for the Council to take. **(noted)**
- l) **Parish Council Database.** There was no change in circumstances since the last Council Meeting. Council Members were reminded again to invite those within their own "Address Book" to register. **(noted)**
- m) **Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum.** The Area Board had met on the 13<sup>th</sup> June 2022 at 7.00pm in The Neeld Hall. No Member had been able to attend and there was no update on this occasion. The Council would be notified of the next Parish Forum Meeting date when scheduled. **(noted)**
- n) **Wiltshire Council Chippenham Climate & Ecological Emergency Forum.** The Forum had last met on 7<sup>th</sup> June 2022. Notes of the Meeting had been circulated. Cllr Allen had become involved in working groups and consequently could not attend this evening's Council Meeting. A "Community Conference" was arranged for the 6<sup>th</sup> and 7<sup>th</sup> October 2022 in the Neeld Community and Arts Centre. **(noted)**
- o) **M4 Junction 17 Proposals.** The Council had been asked by Wiltshire Council Highways Project Team for views on proposals to improve Junction 17 with expected costs of around £27m. Evidently an Outline Business Case was being prepared to submit to the Department of Transport. The Parish Council **was against any proposals** for further improvements to this Junction and considered that there was no need. There was a suggestion that any funds available should be used to improve, repair, maintain the County wide rural road network. The Council viewed this proposal as the thin end of the wedge with the overall intention being to enable the surrounding rural land to be developed in a similar manner as other M4 Junctions, which had already commenced with the distribution/business park on one quadrant.
- p) **Wiltshire Council Cost of Highway Works 22/23.** The Council noted receipt of an Information Sheet in regards to the latest costs/charges. **(noted)**
- q) **Future Chippenham Judicial Review.** The Council had been notified that the High Court of Justice had found in favour of Wiltshire Council on all three counts. Work was now continuing to develop the Future Chippenham programme and prepare for a full public consultation on proposals later in the year. **(noted)**
- r) **Thermal Imaging Camera.** The Council had been approached, by Kington Langley Parish Council in regards to a Klimate Change Project. They had asked if the Council would be interested in partnering with them. Although the merits of the proposal were acknowledged **the Council agreed not to pursue** the matter further.
- s) **Wiltshire Council - Briefing Note 22-16.** The Council noted receipt of a Briefing Note in regards to the Wiltshire Council's new Streetscene contract with Idverde Limited. **(noted)**

**22/40 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING**

There were no issues raised.

**22/41 DATE OF NEXT MEETING**

The date of the next Council Meeting was confirmed as **7.15pm, Thursday 15<sup>th</sup> September 2022.**

Signed:

Chair, Kington St Michael Parish Council

Date: 15<sup>th</sup> September 2022