

KINGTON ST MICHAEL PARISH COUNCIL

DRAFT MINUTES

Council Meeting

held at 7.15pm

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

8th August 2024

Present: Cllr F Twisse (Vice Chair), Cllr A Hall, Cllr V Ingham, Cllr P Macdonald, Cllr W Roe and Cllr S Woodhead.

Also Present: Wiltshire Cllr H Greenman, 1 member of the public (Margaret Pratley) who signed the attendance register 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) Margaret Pratley asked if the Parish Steward could be thanked for the recent trimming work carried out at The Ridings.
- ii) Wiltshire Cllr H Greenman asked if any progress had been made in securing someone to clean and re-stain the timber benches near Town Close. The Clerk advised that it was being investigated but there were difficulties in sourcing a contractor for such a small job and perhaps a local volunteer could be found.

There were no further Questions.

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

Wiltshire Cllr H Greenman reported that he had recently met the new Member of Parliament who shared local concerns regarding the Lime Down Solar Project. Unfortunately, he thought that she was viewing the Red Barn proposals favourably and mentioned swift decisions the new Government had made on Solar applications since they had come to power. He emphasised the need to respond to the Planning Inspectorate consultation on the Lime Down Solar Park Scoping Report and was pleased to see the Council's comments to date. Similarly, there was a need to respond to the NPPF Consultation, as there were critical implications for Wiltshire with a potential 81% increase in housing requirement. Finally, he referred to the Wiltshire Gypsy & Travellers Pitches Consultation that proposed the allocation of new and expanded sites required to meet a 5-year land supply requirement. The proposals had created significant debate in local areas involved and he advised that although locations were not set, the number requirement was. To assist the process he asked that any evidence of locations of both legal and illegal sites not identified in the documents be forwarded to him so that the potential to accommodate the numbers might be achieved by expansion of existing sites rather than new locations.

There were no further Reports.

24/031 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr G Gamble (Chair), Cllr J Newton and Cllr M-C Simpson.

24/032 Declaration(s) of Interest – In accordance with Kington St Michael Parish Council’s Code of Conduct and Standing Orders

There were no Interests declared. **(noted)**

24/033 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 29th June 2024. **Cllr A Hall proposed, Cllr W Roe seconded and RESOLVED UNANIMOUSLY**

24/034 PLANNING

Planning Applications: Prior to the consideration of the Planning Applications 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/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

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

Cllr F Twisse proposed, Cllr W Roe seconded and RESOLVED UNANIMOUSLY

- 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

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

Cllr W Roe proposed, Cllr P Macdonald seconded and RESOLVED UNANIMOUSLY

- 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

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

Cllr W Roe proposed, Cllr P Macdonald seconded and RESOLVED UNANIMOUSLY

- 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

Following consideration of the application the Council acknowledged that this was a legal determination and that there were limitations on what views could be expressed.

In this instance the Council believed that there were transport and highway impacts that needed to be taken into consideration as any potential increase in traffic, particularly of a HGV nature on the local roads and lanes, would lead to highway safety issues and further damage to highway surfaces and verges.

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

- 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

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

Cllr W Roe proposed, Cllr F Twisse seconded and RESOLVED UNANIMOUSLY

- 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

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

Cllr W Roe proposed, Cllr F Twisse seconded and RESOLVED UNANIMOUSLY

There were no further planning applications considered.

Planning General: Planning Decisions received and 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 10th June 2024**
- h) National Planning Policy Framework (NPPF) - Consultation

The new Government was proposing to update the NPPF and was carrying out a Consultation on the proposed changes. The Council accepted that the new Government had been elected on a Manifesto that would involve changes to the status quo and in response the Council concentrated on how changes would impact on local circumstances, in particular housing development. It was noted that the housing requirement for Wiltshire could be significantly increased, with suggestions that this could be by some 81%, and the recently introduced 4-year land supply requirement being returned to 5 years. This would re-introduce the “tipping balance” on planning application decisions, particularly with planning appeals, as Wiltshire Council could not comply with the requirement.

Of particular local concern was the potential for an increase in the housing requirement for the village, being classed as a large village suitable for development. It would be argued that village infrastructure was not capable of accommodating existing housing requirements and would need significant improvements to accommodate this before any further increase in numbers could be accepted.

With this in mind the present position of the Wiltshire Local Plan Update Regulation 19 consultation was questioned and whether that would proceed as planned. This led to a major issue in regard to the Kington St Michael Neighbourhood Plan process that would soon need to seek compliance with local and national planning policies before continuing to public consultation. The question posed being whether Neighbourhood Plans that had been developed using previous Government policy, should be allowed to proceed on that basis. A NPPF Consultation response would include a suggestion that there should be a time- exclusion for Neighbourhood Plans that were well advanced. If accepted by the Government this would avoid several years of local efforts being wasted.

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

- i) Lime Down Solar Park – EIA Scoping Consultation

The Council had been invited by PINS (Planning Inspectorate) to comment on the developer’s 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 ended on the 14th August 2024 and the Council approved a response that covered four issues. These related to alternative sites and technologies, historic assets evaluation, grade of agricultural land evaluation and biodiversity evaluation.

Cllr F Twisse proposed, Cllr V Ingham seconded and RESOLVED UNANIMOUSLY

There were no further planning matters reported.

24/035 FINANCE The Council considered financial matters.

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

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	5.07.24	£ 1,489.44
Steelway Fensecure Ltd. Play area fencing. Inv INF14927	19.07.24	£ 780.00
KSM Village School. Newsletter printing. Inv KSM 202407	31.07.24	£ 96.32

Cllr W Roe proposed, Cllr F Twisse seconded and RESOLVED UNANIMOUSLY

- b) **Payments made:** The Council noted that the following Payments had been made since the last Council Meeting. **(noted)**

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

- c) **Receipts:** The Council noted that there had been the following Receipts since the last Council Meeting. **(noted)**

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) **Bank Accounts:** The Council **noted** that the Council's Bank Account balances at 5th July 2024 were:

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
HSBC Defibrillator A/c no 51563041	£ 875.37

- e) **Idverde Ltd – Outstanding Account**

The Council recalled that there had been a disagreement with Idverde Ltd in regards to outstanding invoices. Following consideration the Council had 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) referred. The matter had been raised with Idverde Ltd who had now withdrawn their claim and credited the invoices. The matter was now closed. **(noted)**

24/036 HIGHWAY MATTERS

- a) **Parish Stewards Programme/Requirements:** general issues for the Local Highway & Streetscene Community Team. Any works should be notified to Cllr P Macdonald the Council's Link Member. Parish Steward visits had been scheduled for 16th Sept, 15th Oct, 18th Nov and 12th December 2024. Reference was made to the good performance of the Parish Steward. Also the need to

contact the Highway Engineer to assess damage to the Leigh Delamere Bridge and programme remedial works as soon as possible. **(noted)**

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

There were no issues raised.

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

- i) Pursuant to Minute 24/026 (c). Since the Council considered the replacement bin on the Village Green an incident had occurred that required a replacement bin at The Ham. The Council had planned to order and replace both bins and report to Wiltshire Council the actions taken. However, it was reported that Wiltshire Council had already attempted to replace the bin at The Ham. The work had been thwarted by a resident, who had questioned the ownership of the land involved. This had stymied the Council's plans and the matter would have to be taken up with Wiltshire Council on how best to proceed. **(noted)**

- ii) Old Grittleton Road (westbound services road by Moorshall Farm/Moorshall Cottage. A Parishioner had raised the deplorable condition of this road. Advice had been requested on the process of registration for the repairs. It was reported that since the matter had been raised the repair works had been carried out. **(noted)**

24/037 UPDATE ON STANDING ITEMS

- a) **Recreation Ground –**

- i) QE2 Recreation Field Group. There was no update on this occasion. **(noted)**
 - ii) QE2 Recreation Field Capital Works. There was no update on this occasion. **(noted)**
 - iii) QE2 Recreation Field Maintenance. There were no issues reported on this occasion. **(noted)**
 - iv) QE2 Recreation Field Dog Poo Bag Dispenser. The Council had installed this facility. The dispenser had always had sufficient bags but a recent email advised that there had been only 1 bag left for use. The Council had not formally agreed who was responsible to check the status and how the refilling was to be carried out. Since the matter had arisen it had been noted that the dispenser had been filled and Cllr P Macdonald would confirm that this was the case. In the circumstances there was no decision to take at the present time. **(noted)**
 - v) QE2 Recreation Field. The Council had been notified that the RoSPA Play Safety inspection was scheduled to take place during September. The charge would be £78.00 + vat, plus £4.00 per item over five. The Council had met the Inspector during recent

inspections, the charge being £50 + vat and Cllr G Gamble would meet the Inspector. **(noted)**.

- 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 were no issues raised. **(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** – There were no issues raised. **(noted)**
- g) **Kington St Michael Neighbourhood Plan** – Cllr S Woodhead reported that assessments were still being made on possible development locations to meet Wiltshire Local Plan requirements and that some landowners had been met to ascertain their views. Concern was expressed in regard to the new Government’s NPPF consultation proposals that could impact on progress made to date, particularly if village housing requirement numbers were increased. Cllr W Roe advised that the Steering Group had been successful with their application for grant funding from Groundwork UK to cover their Consultants costs. **(noted)**
- h) **Kington St Michael Emergency Plan** – There had been no change in circumstances since the last Council Meeting. **(noted)**
- i) **Village Newsletter** – There were no issues raised. **(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.** The Council’s Solicitor had reminded the Council that there was a need for the Council to obtain a value of the land and buildings to be registered. The Clerk reported that he was still seeking Valuers and that 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. **(noted)**
- n) **Data Protection. GDPR** – There was no update required. **(noted)**
- o) **Queen’s Platinum Jubilee – Celebration Bench.** There had been no change in circumstances since the last Council Meeting. **(noted)**
- p) **Asset of Community Value - Future of the Jolly Huntsman Public House.** Cllr A Hall reported on progress being made by the Core Group since the last Council Meeting. There was a need to secure a significant amount of community funding, potentially £100k, and various initiatives were being considered to raise funds. One of which was an idea to promote the sale of The Kingtons book in other countries if suitable financial agreements could be reached. The Clerk would be investigating further with the Core Group. **(noted)**

24/038 **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 LHFIG had met on the 25th July 2024. To progress the 20mph speed limit assessment the Council had informed LHFIG that they would pay the £750.00 contribution towards the costs involved. The LHFIG needed to confirm their contribution to allow the assessment to proceed. However, it was noted that before any decision LHFIG had requested local data collected by the Council's SID devices to be provided. This raised the issue of the installation that had been delayed through a lengthy process where the Council had not been allowed to form a Community Speedwatch Team, following an inadequate traffic survey, also the purchase and installation of Autospeedwatch and speed indicator devices (SIDs).

As the situation was now in the Parish Council's hands, they would need to proceed with the project and the Clerk would arrange for Kirsty Rose, the LHFIG Lead Officer, to visit the village and meet Cllr P Macdonald to agree the positions of the two posts holding the fixed solar panels. The Council considered where deliveries of capital purchases could be accommodated and the need to employ a contractor with the required Highway Works Licence. The Clerk would investigate further. Dates for future LHFIG Meetings were scheduled for 10th October 2024 and 9th January 2025. **(noted)**

- b) **Wiltshire Operational Flood Group North.** A Flood Group Hybrid Meeting had been held on the 11th July 2024 10.00am-12.00noon in Melksham Community Campus. There had been no Parish business. Other Meetings were scheduled for 26th September and 21st November 2024. **(noted)**
- c) **Community Speedwatch-Speed Indication Devices (SIDS)-Autospeedwatch Devices.** There had been no change in circumstances since the last Council Meeting. **(noted)**
- d) **Pavement Parking-Provision of Bollards.** There had been no change in circumstances since the last Council Meeting. **(noted)**
- e) **Parish Council Database.** There had been no change in circumstances since the last Council Meeting. **(noted)**
- f) **Wiltshire Council Chippenham and Villages Area Board and Chippenham Community Area Parish Forum.** The Area Board had met on Monday 10th June 2024 in the Wiltshire & Swindon History Centre. The next Meeting was scheduled for 2nd September 2024. The Parish Forum had met on the 19th June 2024 in the Christian Malford Village Hall. The next was scheduled for Wednesday 25th September 2024 in the Kington St Michael Village Hall. The main topic would relate to highway speeding and Police assistance. **(noted)**
- g) **School Travel Plan and Safe Place.** There had been no change in circumstances since the last Council Meeting as the matter had been deferred until after the new term start in September 2024, as a new Head Teacher would be in place. **(noted)**

- h) **Highway Fingerpost Sign.** There had been no change in circumstances since the last Council Meeting. The question of delivery location and accommodation would need to be resolved. **(noted)**
- i) **Wiltshire Council - Briefing Note 23-34.** This item had been included as a reminder. The Council had 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 15th December 2023. *** It had been agreed that as this was a yearly invitation the Council would use the interim period (from November 2023) to consider proposals in readiness to submit.**
- j) **Wiltshire Council - Briefing Note 24-14.** The Council noted receipt of a Briefing Note in regards to the Launch of the third Solar Together scheme in Wiltshire and Swindon. **(noted)**
- k) **The Kingtons: a History of the Ancient Parish of Kington St Michael with Kington Langley.** Pursuant to Minute 024/28(v). The Council had sponsored, through a Section 137 Grant, the publication of the newly released book written by Louise Ryland-Epton PhD. The book had been launched on the 13th June 2024 in The Village Hall with 51 copies sold on the evening. The book was now on sale in the Village Shop on agreed terms. Also in Kington Café. When the Council had last met it was unaware, as copyright holder, how they would receive potential income from national and worldwide sales. Following investigation, although the Council held copyright, the Council would only receive income from sales that they make themselves. It was possible to purchase copies from the publisher in quantities of 100. The Council would now consider options to increase sales and potential income and following the successful sales to date they could now order another 100 copies for local sale. **(noted)**
- l) **Neighbourhood Police – Rural Engagement Week.** The Neighbourhood Policing Team visited on Monday 5th August 2024 13:00 – 14:00 in the Kington St Michael Village Hall Car Park and Tuesday 6th August 2024 10.00-11.00 in The Bell Car Park, Yatton Keynell. There had been other venues and comment was made that perhaps more notice should be given to increase participation. **(noted)**
- m) **Wiltshire Bobby Van Trust.** The Council had received a letter from the Trust seeking financial support towards the Charity's work. Following consideration it was agreed that a Section 137 grant of £200.00 should be provided. **Cllr A Hall proposed, Cllr W Roe seconded and RESOLVED UNANIMOUSLY**
- n) **Wiltshire and Swindon Prepared – Emergency Contact Hubs.** The Council had received an invitation to sign up to the Emergency Contact Hubs scheme. The Council had previously received communications requesting that the Parish Emergency Coordinator register with the Local Resilience Forum (LRF). **The Council agreed that** at the present time only The Village Hall and the Kington Club would be suitable locations until other venues become available.
- o) **Wiltshire Council - Briefing Note 24-15.** The Council had received a Briefing Note in regards to the Local Nature Recovery Strategy (LNRS) update. This had included details of a live online interactive survey between 22nd July and 9th August 2024 and two webinars, for farmers and landowners on the 23rd July and open to all on the 25th July 2024. **(noted)**

- p) **Wiltshire Council - Briefing Note 24-16.** The Council noted receipt of a Briefing Note in regards to the Launch of the Home Upgrade Grant with EDF Energy. **(noted)**

24/039 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

There were no matters raised.

24/040 DATE OF NEXT MEETING

The next Council Meeting would be held at **7.15pm, on Thursday 19th September 2024.**

Signed:

Chair, Kington St Michael Parish Council

Date: **19th September 2024**