

KINGTON ST MICHAEL PARISH COUNCIL

Vivian A Vines MBE SLCC
Clerk of the Council

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14th November 2025

Dear Councillor,

You are summoned to a **Meeting of the Kington St Michael Parish Council**, to be held on **Thursday 20th November 2025** 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)**

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 16th October 2025. **(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/2025/08864 – Notification of proposed works to trees in a Conservation Area
T1 Silver Birch – Crown reduce by up to 3m. Crown raise to 3m over neighbours driveway.
Prune clear of property
Manor Cottage, Kington St Michael, Chippenham SN14 6JA
For Mr Paul Gardner **(see online) (For Decision)**
- b) PL/2025/08804 – Full Planning Permission
Creation of hard-standing area and erection of equipment cabinets to facilitate an extension to existing EV charging hub
Car Park, Leigh Delamere Motorway Services Westbound, Leigh Delamere SN14 6LB
For The Electric Highways Company Ltd (GRIDSERVE Sustainable Energy Ltd)
(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.

- b) PL/2025/00485 – Householder Planning Permission
Single storey extension side and rear extensions to existing garage
86-87, Kington St Michael, Chippenham SN14 6HX
For Mr James Willment **Refused by Wiltshire Council 6th November 2025**
- c) PL/2025/00998 – Permission in Principle
Erection of up to 8 No Dwellings
Kington Langley Garage, Malmesbury Road, Kington Langley, Chippenham SN15 5PY
For KLD Property Investments Ltd **Approved on Appeal 31st October 2025**

* The Council considered this application on the 20th February 2025. Subsequently, Wiltshire Council refused the application. The Appeal has now been determined. **(see attached)**

- d) Wiltshire Gypsies and Travellers Development Plan Document Update (DPD).

Notification has been received that Wiltshire Council are re-commencing the process following the deferment of a decision and as part of the review they a re-opening their “call for sites” until the 21st November 2025 giving the opportunity for landowners to submit sites for assessment and potential allocation in the revised DPD. **(See also Agenda items 8 (j) and 8 (k) (For Decision)**

- e) 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.

Notification has been received that proposals (EN010168) for Five Solar Array Sites, etc. was submitted to the Secretary of State on the 19th September 2025 and was accepted for examination on the 17th October 2025. Hard copy details can be viewed at Malmesbury, Chippenham, Corsham, Melksham and Yate Libraries. Representations and PINS Registration can be submitted by 23:59pm Friday the 9th January 2026. **(see attached) (to note) (For Decision)**

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)**

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|--|----------|------------|
| Greenscape Services Ltd. Grass maintenance contract. Inv SI-17989 | 20.10.25 | £ 1,738.04 |
| St John Ambulance. Bonfire Night first aid cover. Inv SP25007186 | 07.11.25 | £ 137.28 |
| Shenzen Trading. Transmitter etc. Inv DS-AEU-INV-GB-2025-520756766 | 24.09.25 | £ 22.93 |
| TMP Products. RCA Cables etc. Inv DS-AEU-INV-GB-2025-520756847 | 24.09.25 | £ 8.99 |

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

Black Nova Designs. Website hosting renewal 25/26 Inv 28912 22.10.25 £ 112.80.

c) Receipts. There have been no receipts since the last Council Meeting **(to note)**

d) To note Bank Account balances as at 5th November 2025. **(to note)**

| | |
|------------------------------------|-------------|
| HSBC Main Business A/c No 31545043 | £ 56,340.46 |
| HSBC Reserves A/c No 21545078 | £ 48,119.08 |
| HSBC Charities A/c No 71545051 | £ 804.41 |
| Defibrillator A/c No 51563041 | £ 997.39 |

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 17th November and 10th December 2025. **(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 25/059 (c) (i). To receive any updates since the last Council Meeting. **(to note)**

ii) Tor Hill Footpath. Pursuant to Minute 25/059 (c) (ii). Before carrying out further works to the highway hedgerow and footpath the Council wished to secure a quotation rather than enter into an open ended commitment. A quotation has now been received. **(see attached) (For Decision)**

iii) QE2 Recreation Field – Adjacent Highway Pavement and Parking Generally. Pursuant to Minute 25/059 (c) (iii). The Council agreed to install 4 verge bollards and to seek Wiltshire Highways agreement. Since the Council has last met the HGV Company involved has advised that they have instructed the local driver not to park in the area. The proposal has therefore been deferred to await any change in circumstances that might solve the problem without need for the capital expense. Negotiations continue in regards to the claim for reimbursement of costs. **(to note)**

iv) The Ham – northwest highway visibility splay. Pursuant to Minute 25/059 (c) (iv). To receive any updates 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 025/60 (ii). The QE2 Field Group has written to the Council seeking support towards a number of improvements to the playground area equipment. The proposals suggest a 4 Stage approach with overall costs in the region of £26,500. They are keen to discuss with the Council how this could be funded. The Council commented at the last Council Meeting 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 and perhaps seek Community First advice with the Council potentially acting as a supporter. To receive any update/s since the last Council Meeting. **(see attached) (to note) (For Decision)**

- iii) QE2 Recreation Field Maintenance. To receive update/s since the last Council Meeting. **(to note) (For Decision)**
 - 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)**
 - v) QE2 Recreation Field – Fly Tipping. Pursuant to Minute 25/060 (a) (vi). To receive any update/s since the last Council Meeting. In addition to fly-tipping problems the Parish Council had received a request for help in regards to anti-social behaviour. The Parish Council had limited Powers to assist in the latter but agreed that it would act as a conduit and alongside the tipping issues it had been hoped that the Neighbourhood Policing Team may assist in resolving the matters. The Police have responded and advised that fly-tipping issues are not something the Police can deal with and issues need to be reported to Wiltshire Council for enforcement. In regard to the anti-social behaviour they are aware of the address of the person involved, as are Greensquare Accord Housing Association and advise that should any criminal offences be committed then Parishioners should contact the Police directly through normal channels. **(to note) (For Decision)**
- 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. There still remains a need for some Council Members to 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.
 - i) Village Hall Acoustics-Hearing Difficulties. Pursuant to Minute 25/060 (f). To receive and consider any updates since the last Council Meeting. **(to note) (For Decision)**
 - 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)**
 - p) **Asset of Community Value - Future of the Jolly Huntsman Public House.** To receive any updates. **(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 16th October 2025 at 10.00am in Committee Room A, Monkton Park Council Offices. The Note Tracker has been provided. The next LHFIG Meeting is scheduled for the 8th January 2026 at 10.00am in the same venue. **(to note) (For Decision)**
- b) **Wiltshire Operational Flood Group North.** The Flood Group met on the 18th September 2025 10.00-12.00 as a Hybrid Meeting. (Council Chamber Monkton Park/Teams). To receive any updates. The date of the next Meeting is Wednesday 19th November 2025, 10.00 - 12.00. The Agenda, venue and hybrid meeting details have been provided. The date scheduled for a further Flood Group Meeting is the 21st January 2026. **(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 next Newsletter 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 10th November 2025 at 7.00pm in the Wiltshire History Centre, Chippenham. The Agenda was circulated. A further date is scheduled for the 9th February 2026. To receive any updates. As reported at the last Council Meeting the Parish Forum met on Wednesday 24th September 2025 in Kington St Michael Village Hall. The next Parish Forum Meeting is scheduled for Wednesday 26th November 2025 at 7.00pm in the St Magdalene Church, Hullavington. The Guest Speaker will be from SSEN (Scottish & Southern Electricity Networks. **(to note) (For Decision)**
- f) **School Travel Plan and Safe Place.** There is no change in circumstances since the last Council Meeting. **(to note)**
- g) **Wiltshire Council – Improving the Rights of Way Network at a Local Level.** Pursuant to Minute 25/030 (h). To receive any updates. **(to note) (For Decision)**
- h) **Wiltshire & Swindon Local Nature Recovery Strategy (LNRS).** From previous reports and consultations the Council is aware of the lengthy process to date and has been advised that the LNRS is now progressing to its adoption and publication process. During October Wiltshire Council considered its adoption, publication and submission to DEFRA. Once adopted the LNRS will enter its delivery stage. Wiltshire Council has provided an update for Parish Councils. **(see attached) (to note)**
- i) **Wiltshire Council Briefing Note 25-08.** The Council has received a Briefing Note in regards to the Gypsies and Travellers DPD and a call for sites. **(see attached) (to note) (For Decision)**
- j) **Wiltshire Council Strategic Planning – Call for Sites.** The Council, further to Agenda item (i) above has received further information and a call for sites. A response is required by the 21st November 2025. **(see attached) (to note) (For Decision)**
- k) **Flood Wessex Lunch & Learns Sessions.** The Council has received invitations. Future online Sessions are planned for the 27th November 2025 and the 22nd January 2026 and details have been provided. **(see attached) (to note)**
- l) **Community Consultation.** Pursuant to Minute 25/061 (l). To receive any updates and to consider further actions. **(to note) (For Decision)**
- m) **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.

- a) Parish Council Budget and Precept Requirement 2026-2027. To meet the Wiltshire Council timescale the Council will need to consider their Budget at the next Council Meeting and provide Wiltshire Council with their Precept Requirement for the year. Members will be circulated with Budget consideration details.

10. DATE OF NEXT MEETING: The date of the next Council Meeting is scheduled for Thursday 15th January 2026 at 7.15pm.