

KINGTON ST MICHAEL PARISH COUNCIL

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Clerk of the Council

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10th July 2026

Dear Councillor,

You are summoned to a **Meeting of the Kington St Michael Parish Council**, to be held on **Thursday 16th July 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 A Hall.
- 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.

Full Council Meeting held 18th June 2026. **(see attached Draft Minutes) (For Decision)**

* The Draft Minutes prepared and circulated after the last Council Meeting were correctly recorded. However, the next Meeting Date recorded as Minute 26/030 was given as 17th September 2026. The approved Calendar of Meeting Dates identifies that the next Meeting should be the 16th July 2026. That being the case, the Approved Minutes show the corrected date for the public record. **(to note)**

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/2026/03817 – Wiltshire Council R3
Renew planning permission for 5 years for existing mobile classroom (Mobile 807(05))
Kington St Michael C of E Primary School, The Ridings, Kington St Michael SN14 6JE
For Wiltshire Council **(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.

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

At the time of Agenda publication there are no further updates. **(to note)**

- b) Lime Down Solar Park – Update 7th July 2026.

The Council has been advised by PINS of the Examining Authority's procedural decision. **(see attached) (to note)**

- c) Wiltshire Local Plan - Update

The Council has been informed of the Wiltshire Council's intention to commence the preparation of a new Wiltshire Local Plan together with a timetable of key milestones including anticipated consultations with stakeholders and communities. There will be a consultation and a call for sites running until 30th September 2026. **(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)**

Greenscape Services Ltd. Grounds Maintenance contract. Inv SI-18351 20.06.26 £ 1,808.76

- b) Payments made since the last Council Meeting

There have been no payments made. **(to note)**

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

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

* Any later balances will be reported at the Council Meeting

HSBC Main Business A/c No 31545043	£ 37,127.68
HSBC Reserves A/c No 21545078	£ 48,497.87
HSBC Charities A/c No 71545051	£ 810.75
Defibrillator A/c No 51563041	£ 1,005.25

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 15th July, 15th September, 15th October, 16th November and 9th December 2026. The service recommenced on the 1st June 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 26/026 (c) (i). To receive any updates. **(to note) (For Decision)**
 - ii) QE2 Recreation Field – Adjacent Highway Pavement and Parking Generally. Pursuant to Minute 26/026 (c) (ii). To receive any updates. **(to note)**
 - iv) The Ham – northwest highway visibility splay. Pursuant to Minute 26/026 (c) (iii). To receive any updates. **(to note)**
 - v) The Street (adjacent to The Ridings). Pursuant to Minute 26/026 (c) (iv). To receive any updates. **(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 26/027 (b). To receive any updates on the re-glazing of The Ridings notice board. **(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. Council Members should from time to time review their contact details and information that appears on the Council website. Council Members have been provided with the gov.uk email address registration details including passwords. Some are now receiving and sending from the gov.uk addresses. Originally there was an intention to allow the diversion of emails to private email addresses. Under Law this is no longer acceptable and all Members must now use a gov.uk email address for Council business. **(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. **(to note) (For Decision)**
- h) **Kington St Michael Emergency Plan**. To receive any updates. A later Agenda item 8 (h) relates to Emergency Planning matters generally. **(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.** Pursuant to Minute 26/027 (o). 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 since the last Council Meeting. **(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. **(to note) (For Decision)**
- b) **Wiltshire Operational Flood Group North.** The Flood Group last met on Wednesday 20th May 2026. Further Meetings are scheduled for 22nd July, 23rd September and 11th November 2026. **(to note) (For Decision)**
- c) **Community Speedwatch - Speed Indication Devices (SIDS) – Autospeedwatch Devices.** Pursuant to Minute 26/028 (c). To receive any updates. Members will recall that data from the SIDs will be used by LHFIG and Wiltshire Highways to ascertain the criteria and need for a speed reduction. **(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 by Members 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 1st June 2026 in the Wiltshire History Centre, Chippenham. The next is scheduled for the 12th October 2026 in the same venue. The Parish Forum met on Wednesday 17th June 2026 at 7.00pm in Sutton Benger Village Hall. The next is scheduled for Wednesday 30th September 2026 at 7.00pm in Hullavington Village Hall. **(to note)**
- f) **School Travel Plan and Safe Place.** To receive any updates. **(to note)**
- g) **Wessex Water – Community Drop-in.** The Council has been advised that Wessex Water are holding sessions to allow customers to come and talk to them about water related issues, including bills. Local sessions are planned for Tuesdays 25th August, 13th October and 8th December 2026 at 10am-12pm and 1-2pm in Chippenham Library, Market Place, Chippenham.
- h) **Environment Agency – Flood Wessex – Lunch and Learn Sessions.** The Council has received an update advising that the next session was scheduled for Thursday 23rd July 12:30pm on Local Resilience Forums. The update included a number of template documents for Flood Warden/Flood Coordinator/Flood Plan/Emergency Plan use. **(see attached) (to note) (For Decision)**
- i) **Wiltshire Council – PEAS Winter Preparations 26/27.** The Council has received the annual request for the Council to consider requirements. Mention is made of the development of a **snow or flood plan** to sit with the community emergency plan. **(see attached) (For Decision)**
- j) **Wiltshire Council Briefing Note 26-08.** The Council has received a Briefing Note in regards to the Crisis and Resilience Fund Update. **(see attached) (to note)**
- k) **Register of Interests.** Council Members are reminded that by Law this should be completed on the Wiltshire Council website within 28 days of being elected/co-opted or when they have any change in circumstances. The Clerk will provide log-in and password details again, should this be required. In addition Members have been made aware of Wiltshire Council requirements to remove all Members' addresses off the online database as soon as possible. **(to note) (For Decision)**

- l) **Chair's Update.** To receive any updates and issues since the Council has last met. **(to note)**

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 next **Council Meeting** is scheduled for **Thursday 17th September 2026 at 7.15pm.**