KINGTON ST MICHAEL PARISH COUNCIL

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Clerk of the Council

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9th October 2026

Dear Councillor,

You are summoned to a **Meeting of the Kington St Michael Parish Council,** to be held on **Thursday 15th October 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 Vines

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.

   Full Council Meeting held 17th September 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)

There are no 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) 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 **Approved with Conditions 16th September 2026**

b) PL/2026/04828 – Notification of proposed works to trees in a conservation area
Two Holly trunks have grown grotesquely from the base of an 18th century chest tomb. The second is angled to the North, is exceedingly ugly, and impedes passage along the main church path. It is proposed to fell this trunk within 0.4m of the ground
Land south east of St Michaels Church, Stubbs Lane, Kington St Michael
For Wiltshire Council **No Objections from Wiltshire Council 21st September 2026**

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-18487	20.09.26	£ 1,808.76
Black Nova Designs. Domain Renewal 18.10.26-17.10.27 Inv 33579	18.09.26	£ 48.00
KSM Primary School. Newsletter printing Oct/Nov 26. Inv KSM20260929	29.09.26	£ 49.60
Playsafety Ltd. RoSPA Annual Inspection Oct 26. Inv 102715	07.10.26	£ 128.40

b) Payments made since the last Council Meeting

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

c) Receipts. There has been the following receipt/s since the last Council Meeting. **(to note)**

Wiltshire Council. BACs Precept 26/27 Tranche 1.	24.09.26	£ 29,117.00

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

HSBC Main Business A/c No 31545043	£ 65,319.42
HSBC Reserves A/c No 21545078	£ 48,705.70
HSBC Charities A/c No 71545051	£ 814.22
Defibrillator A/c No 51563041	£ 1,009.56

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 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)**

i) Mapping 100KM of Wiltshire's Broken Footpaths. A Parish Forum Guest Speaker, Cllr Tom Spearman (North Wraxall PC) provided a presentation on diminishing Public Rights of

Way that are enshrined in law. Attached is a copy of the presentation for consideration. **(see attached) (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 26/046 (c) (i). To receive any updates. **(to note)**

ii) The Ham – northwest highway visibility splay. Pursuant to Minute 26/046 (c) (iii). To receive any updates. **(to note)**

iii) The Street (adjacent to The Ridings). Pursuant to Minute 26/046 (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)**

v) QE2 Recreation Field RoSPA Inspection.. The Council has received the Playsafety Ltd RoSPA Report October 26. To consider the Report and agree any actions. **(see attached)** **(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. 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 and most are now receiving emails to their gov.uk addresses. All Members must now use a gov.uk email address for Council business. (Minute 26/047 (d) also refers) **(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. **(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. Minute 26/047 (h) refers. **(to note)** **(For Decision)**

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. The Council has been made aware that The Jolly Huntsman Public House has been

sold with the new owner intending to re-open as a traditional Public House with rooms. The Council may wish to consider ensuring that the premises remains an Asset of Community Value and to ensure that its' Asset Listing is not lost. **(to note)** **(For Decision)**

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 24th September 2026. The Note Tracker has been provided. The date of the next LHFIG Meeting is the 28th January 2026. **(see attached) (to note)** **(For Decision)**

b) **Wiltshire Operational Flood Group North.** The Flood Group last met on Wednesday 23rd September 2026. To receive any updates. The next is scheduled for 11th November 2026. **(to note)** **(For Decision)**

c) **Community Speedwatch - Speed Indication Devices (SIDS) – Autospeedwatch Devices.** Pursuant to Minute 26/038 (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 will meet on Monday 12th October 2026 in the Wiltshire History Centre, Chippenham. The Parish Forum met on Wednesday 30th September 2026 at 7.00pm in Hullavington Village Hall. The Notes have been provided. The next is scheduled for Tuesday 24th November 2026 at 7.00pm in North Wraxall Village Hall. **(see attached) (to note)**

f) **School Travel Plan and Safe Place.** To receive any updates. **(to note)**

g) **Wiltshire Council Briefing Note 26-18.** The Council has received a Briefing Note in regards to the Wiltshire Community Wellbeing Fund. **(see attached) (to note)**

h) **Wiltshire Council Briefing Note 26-19.** The Council has received a Briefing Note in regards to the Wiltshire Voluntary Sector Organisation of the Month. **(see attached) (to note)**

i) **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 13th October and 8th December 2026 at 10am-12pm and 1-2pm in Chippenham Library, Market Place, Chippenham. **(to note)**

j) **Wiltshire Council Briefing Note 26-20.** The Council has received a Briefing Note in regards to the Wiltshire Locally Identified Infrastructure Projects Fund. **(see attached) (to note)**

k) **Wiltshire Council Briefing Note 26-21.** The Council has received a Briefing Note in regards to the Wiltshire Community Resilience Hubs and Supporting People to Build Financial Resilience 2026-2029. **(see attached) (to note)**

l) **Wiltshire Council – PEAS Winter Preparations 26/27.** As reported at previous Council Meetings 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. The Council is aware that the PEAS Scheme is to close and may wish to take advantage of the last chance to order supplies. (Minutes 26/047 (h) and 26/048 (l) refer) **(For Decision)**

m) **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)**

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

o) **Wiltshire Association of Local Council (WALC) AGM.** The Council has received an invitation to attend a potential hybrid meeting to be held on Wednesday 28th October 2026 at Community First, Unit C2, Beacon Business Centre, Hopton Park, Devizes SN10 2EY at 6.30pm. Each Council is entitled to send representatives to attend, with up to two representatives from each Member Council entitled to vote. **(to note)** **(For Decision)**

p) **Rural Housing Needs Survey – Kington St Michael.** The Council is aware that Wiltshire Council is carrying out the survey with a preference for online survey responses. The promotional material has been provided and delivered. The survey closing date is given as 26th October 2026. There is a need to continue to publicise the Survey to ensure a good response rate to secure the proper evidence base for housing need in the Parish. **(to note)** **(For Decision)**

q) **Wiltshire Neighbourhood Watch Association AGM.** The Council has been invited to the AGM to be held on Saturday 17th October 2026 at 10.00am in The Bay Window Room, Wiltshire Police HQ, London Road, Devizes SN10 2DN. **(see attached) (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 19th November 2026 at 7.15pm.**

PART 2 AGENDA

As the following Item/s relate to Confidential Matters, in accordance with Kington St Michael Parish Council Standing Orders (Admission of Public and Press to Meetings) it is considered that in view of the confidential nature of the business to be transacted, in accordance with the Public Bodies (Admission to Meetings) Act 1960 (as amended), the Public and Press should be excluded for the remainder of the Meeting and that they are instructed to withdraw.

a) Insurance Claim/s. **(see attached)** **(For Decision)**

b) Public Works Board Loan. **(see attached)** **(For Decision)**