

**MINUTES OF THE MEETING OF KINGTON LANGLEY PARISH COUNCIL
HELD ON MONDAY 10th JUNE 2024 IN THE COMMITTEE ROOM, KINGTON LANGLEY
VILLAGE HALL COMMENCING AT 7:30 PM**

Present: Cllr A Lawer (Chair), Cllr Armor, Cllr Pattermore, Cllr Reynolds, Cllr. Sealy, Cllr Tayler, Cllr Watson Mrs. Sue Hart (Clerk), Peter Giles (RFO)

Public Participation: Thirteen members of the public attended the meeting.

A spokesperson for Red Barn said that substantial changes had been made since the original application and hoped that the Parish Council would weigh up the benefits as a result. They noted that the Parish Council's concern with the original application regarding the risk of having batteries on site had now been removed. Speed and safety had been addressed, especially during the construction phase, and HGV movements will be less than that of agricultural vehicles. They stressed the urgency of taking action now due to the impact of climate change. In response to a question on trustee status for the next 40 years they said that nothing had been set up yet but the Parish Council could participate. It was intended to establish a Special Purpose Vehicle which would support a Community Benefit Agreement with resulting benefits paid on an annual basis.

A villager, a current owner of the land, said that with regard to sustainability 8% of the site was committed to biodiversity. He added that his family had carefully chosen to whom to lease the land and that they would still continue to be the owners. In terms of supporting green energy, he thought it was hard to envisage a better solution to include animals and community facilities and believed that all the Parish Council's previous objections had been addressed.

Unitary Councillor Update

County Councillor Greenman was unable to attend the meeting due to attending a 2-day conference.

019.24	Apologies for absence: There were no apologies for absence.
020.24	Declarations of Interest: In accordance with S31 of the Localism Act 2011 and the Parish Council's adopted Standing Orders - To receive declarations of any pecuniary or non-pecuniary interests in respect of any item contained in this Agenda. Cllr Sealy declared a pecuniary interest in planning application PL/2023/08481 . Stayed but took no part in discussions and did not vote.
021.24	Minutes - To approve revised minutes of the Annual Meeting of the Parish Council meeting held on 7 May 2024 Draft minutes circulated to councillors resulted in a minor change by the RFO to Minute 016.24(d). On a proposal from Cllr Armor, seconded by Cllr Reynolds, IT WAS RESOLVED to accept the revised minutes as a true record.
022.24	Planning Applications - Clerk New Applications for Consideration: PL/2023/08481 Land at Red Barn, East of Kington St Michael (Amended application) Development of a solar farm of up to 40 MW export capacity, comprising installation of solar photovoltaic panels, associated infrastructure and associated works including grid connection. Cllr Lawer explained that this was one of the bigger applications the Parish Council had to consider and the applicant had provided a considerable amount of new information. The supply of green energy was a benefit but the proposal would adversely impact the character of a large area of open countryside, the setting of Kington St Michael and many of its Listed Buildings. Wiltshire already had 54 solar farms covering 3,000 acres either under construction or in operation. A debate followed amongst councillors. It was noted that battery storage had been removed and that some solar panels would be re-sited to provide some further separation from the built area of Kington St Michael. However, the impact on the setting of Listed Buildings and the loss of the rural identity remained a concern. It was also felt that Wiltshire has a disproportionately large number of solar farms and the

	<p>impact on the rural scene was too significant to be ignored.</p> <p>On a proposal from Cllr Reynolds, seconded by Cllr Lawer, IT WAS RESOLVED to Object to this application.</p> <p>PL/2024/04069 The Cottage, 1 Church Road - Proposed works to trees in a conservation area. (Past deadline - response due: 31May24) Decision already received from Wiltshire Council: No objection</p> <p>PL/2024/04698 Briar House, 3 Silver Street - Proposed works to trees in a conservation area. (Response due: 13Jun24) No objection.</p> <p>Received after agenda published – no decision required from Parish Council: PL/2024/05186 Land South of Cross Trees, Moors Close - Proposed works to trees in a conservation area. (Response due: 1Jul24) No objection.</p> <p>Planning Updates: None</p> <p>Wiltshire Council Decisions, Appeals and Enforcement Updates</p> <p>Decisions:</p> <p>PL/2024/03254 Old Chapel Field, Plough Lane - Proposed works to trees in a conservation area. Decision: No Objection</p> <p>PL/204/03254 Little Gables, Church Road – Proposed single storey rear extension, first floor front extension and first floor side extension. Decision: Approve with Conditions</p>
023.24	<p>Chair's Report - Cllr Lawer</p> <p>Cllr Lawer said that he would be attending the Town and Parish Forum meeting as well as the Community Area Parish Forum and would update councillors on any points of interest.</p>
024.24	<p>Clerk's Report and Matters Arising from 7 May 2024 Parish Council meeting</p> <p>The Clerk said she had received a request for the use of Middle Common for two fund raising events in aid of the Hit or Miss Renovation Project – a vintage car event on 5th July and a Hit or Miss Olympics on 13th July. There was some confusion over whether a booking had also been made to hold the vintage car event at the playing fields, where it was understood the Pop-up Pub event would be held. Councillors considered that the car event on 5th July would not need to use the Registered Common and would benefit from being located close to the Pop-up Pub. However, there was some confusion over the status of the booking to hold the car event on the playing fields.</p> <p>ACTION: Clerk to find out whether there were duplicate bookings and how the vintage car event and Pop-up Pub would interact.</p> <p>The Clerk had also received a request for some cars to park on Upper and Middle Commons during the evening of 7th September for people participating in Supper on the Run. She would be confirming agreement to this request.</p> <p>All the village grass had been cut on the day of the Parish Council meeting in preparation for the Scarecrow Weekend. Cllr Pattermore said she had had several conversations with the contractors through the course of the day to ensure they cut all the areas and that the grass was cut to an acceptable standard. They had used a different mower this time and the standard of grass was much improved. Councillors thanked her for her time during the day.</p> <p>Cllr Pattermore had e-mailed idVERDE to see who cuts round sign posts etc.</p> <p>Cllr Pattermore said the Gully Service had sent an update which she would send to the Clerk to email to councillors. Outstanding points can then be discussed at the next meeting.</p> <p>ACTION: Clerk to e-mail councillors and add to the next agenda.</p> <p>Matters Arising from 7 May Parish Council meeting:</p> <p>007.24 To review Actions Arising from the Death of the Previous Chair, Cllr Graham Trickey</p> <p>ACTION: Clerk – to inform other organisations of Cllr Trickey's death. Completed. ITEM CLOSED</p> <p>ACTION: Clerk – to update contact information in Village Mag Completed. ITEM CLOSED</p> <p>ACTION: Cllr Lawer to review any possible continuity implications including obtaining any information available regarding updating the Parish Council website if possible. ITEM ON AGENDA</p> <p>ACTION: Clerk to add agenda item for the June Parish Council meeting if a new website needs to be implemented. Actioned. ITEM CLOSED</p> <p>ACTION: Clerk – to advise the Chippenham Area Parish Forum of Cllr Lawer's appointment. Actioned. ITEM CLOSED</p>

	<p>ACTION: RFO – to follow up adding another signatory to the Parish Council bank accounts. In process. ITEM CLOSED.</p> <p>ACTION: Cllr Sealy to inform the Red Barn Project contacts of Cllr Lawer’s appointment. Actioned. ITEM CLOSED.</p> <p>009.24 Clerk's Report and Matters Arising from 8 April 2024 Parish Council meeting.</p> <p>SLCC membership – subscriptions for both the Clerk and RFO to be added to June PC meeting for resolution. ACTION: Clerk. Actioned. ITEM CLOSED.</p> <p>Minute 179.23 Bus Shelter Fire Update</p> <p>ACTION: The RFO was asked to follow up obtaining outline costs. ITEM ON AGENDA</p> <p>ACTION: The RFO agreed to manage the project, would get back to the insurer with any follow up and would liaise with Colin Coles. ITEM ON THE AGENDA</p> <p>ACTION: Clerk. All actions and follow up to this project will now be a separate agenda item at next month’s PC meeting. ITEM ON AGENDA.</p> <p>Minute 180.23 Parish Steward, Gullies and Potholes update</p> <p>The drain outside Lime Tree Farm is still not running properly.</p> <p>ACTION: Cllr Lawer to obtain Martin Rose’s original report and would contact the owners of Lime Tree Farm who would probably have a copy. Ongoing – owners do not have a copy of the report.</p> <p>010.24 Community Speedwatch and Speed Indication Device Updates</p> <p>Middle Common Speed Indication Device</p> <p>ACTION: Cllr Lawer to check with Mrs Trickey whether there were items in the garage and any historic paperwork files. Ongoing – planned follow up with family.</p> <p>The Parish Council had been informed that Julia Cook (Community Speedwatch volunteer) would be willing to pick up information regarding speeders etc.</p> <p>ACTION: Clerk to follow up with Julia Cook who has confirmed her willingness to help. Ongoing - Awaiting outcome of discussions with family.</p> <p>Cllr Trickey had been sending data to a SID account but it was not known how this was being done.</p> <p>ACTION: Clerk to follow up with the Christian Malford / Sutton Bengier councillors responsible for their SIDs to see if she could obtain any further clarification. COVERED BY ITEM ON AGENDA. ITEM CLOSED.</p> <p>012.24 KClimate Change – Cllr Watson</p> <p>ACTION: Cllr Watson still needs to finally conclude what to do with the clippings. ITEM ON AGENDA.</p> <p>013.24 Annual Parish Meeting 2024 – Revised Format –Cllr Sealy</p> <p>ACTION: All councillors to finalise their actions from the spreadsheet list. ACTION: Cllr Lawer to prepare a brief Chair’s update. ACTION: Clerk to put a short Post on the Kington Langley Community Support Facebook page. All actions completed prior to APM. ITEM CLOSED.</p>
025.24	<p>Community Speedwatch and Speed Indication Device Updates</p> <p>Community Speedwatch report:</p> <p>The team had only been out on one day.</p> <p>Middle Common Speed Indication Device Update:</p> <p>Two Christian Malford parish councillors had confirmed their willingness to help explain what is involved in operating a SID and handling data from it and were willing to meet when convenient. Cllr Lawer and Cllr Armor were expecting to meet with a member of Cllr Trickey’s family briefly during the Scarecrow weekend to ask about any SID hardware and documentation that may be at the family’s home. Cllr Armor has confirmed his willingness to be the nominated councillor for the SID.</p> <p>ACTION: Cllr Lawer to arrange a meeting with a member of Cllr Trickey’s family to consider any outstanding SID items.</p>
026.24	<p>Parish Council Website – Current Status and Future Plans – Cllr Lawer / Cllr Armor</p> <p>Cllr Armor had done a considerable amount of work reviewing the existing website, the limitations of being able to update it and establishing ideas and proposals for its future. He doesn’t have the password to</p>

	<p>access the current server and Cllr Trickey's family continue to have their own use and access to it and their domain name, which must be respected. It had not been possible to upload files and some changes are restricted. For expediency, relevant parish council documents and notices are currently being hosted on Cllr Armor's own website with links from the existing parish council website.</p> <p>Cllr Armor had arranged a remote meeting with the Cabinet Office advisory group that offers support to parish councils moving to .gov.uk domains. He also intended also to follow up a list of possible suppliers to provide hosting and support for .gov.uk email addresses. It was intended to use WordPress software and sharing files from the Clerk / RFO was also under consideration.</p> <p>ACTION: A meeting to be held with Cllr Lawer, Cllr Armor, the RFO and the Clerk regarding implementation.</p> <p>ACTION: Clerk to put item on next month's agenda for a resolution to spend money on the work required.</p>
027.24	<p>Bus Shelter Fire Update - Chair / RFO</p> <p>The RFO said that the insurers had agreed in principle to the replacement of the original by a modern prefabricated shelter. However, they also required an estimate for the rebuild of the shelter to its original state. The brokers had checked with the underwriters and said that they would not pay for work undertaken by Colin Coles.</p> <p>The RFO had pointed out to the insurers that they had already realised a saving as the work to make the shelter safe and to tidy up had been done by the village at no cost. When asked what the process would be if the council did not provide a rebuild estimate they responded that they would bring in loss adjusters to provide a figure, although this would in practice still necessitate a financial outlay. The RFO had then written to the brokers seeking detail of what exactly was covered but had received no response.</p> <p>ACTION: RFO to check the insurance policy in conjunction with Colin Coles to establish whether professional fees should be covered.</p>
028.24	<p>Footpaths & Rights of Way Update (including Byway 34) - Cllr Sealy</p> <p>Cllr Sealy said there has been no action on the Kin House footpath in the last month. However, he has met with a villager who has volunteered to help with Byway 34A.</p> <p>Cllr Sealy said that throughout the parish there are issues regarding maintenance of footpaths on public land. The Clerk said she did have an old booklet produced by the late Dennis Gill describing all the parish footpaths. She had a large A3 map of the parish Rights of Way and would check whether she also has an electronic copy.</p> <p>ACTION: Clerk to distribute Dennis Gill's booklet to councillors and the Parish Rights of Way map if electronic.</p> <p>ACTION: Cllr Sealy for further review at next month's meeting.</p>
029.24	<p>KLimate Change - Cllr Watson</p> <p>Cllr Watson had put together a summary of village KLimate Change activities / ideas at the Annual Parish Gathering and had received several positive comments. Considerations for future of tree planting was still ongoing.</p> <p>There has been positive feedback regarding a community orchard and the Chair of the Recreation Grounds Committee, Hugh Collins, will raise the possibility of a having it sited in an area of the playing fields at the next CIO Trustees Meeting. There are already people willing to plant and manage it and there is a Heritage scheme to get financial support. This would be something for villagers rather than the Parish Council to do.</p> <p>There was little use of the Thermal Camera over last winter so it was intended to change the scheme so that people could borrow the camera. It had transpired that some villagers had not been that comfortable about other people coming into their homes to do the survey. Anyone borrowing the camera would be shown how to use it.</p> <p>The No Mow end of season clippings removal plan this year is that there are two villagers at either end of the village who are willing to take in the clippings. A 'raking party' will therefore be organised for the end of the season. He thought that next year using a flailing mower could be implemented - the current charge is £150/day (two days are likely to be required)</p>
030.24	<p>Annual Parish Meeting - Councillors' feedback and review of the evening - Cllr Lawer / Cllr Sealy</p> <p>There has been good feedback about the revised format of the Annual Parish Meeting that included an Annual Parish Gathering where some 70-80 people attended. All present thought it had been a good idea</p>

and very successful.
 Councillors expressed their thanks to Cllr Sealy for the amount of time and effort he had put into organising it all.
ACTION: Clerk to draft 'thank you' letters to the hosts and contributors to be sent by the Chair.
ACTION: Cllr Sealy to confirm contributors' names with the Clerk
 The Clerk said draft minutes are written but she needed to be sure that all contributors are mentioned.
ACTION: Clerk to review with Cllr Sealy.
 Councillors were generally in favour of a similar format for next year and councillors were encouraged to come up with suggestions for possible venues.

031.24 Finance Report – Responsible Financial Officer (Peter Giles)

Report as at 8 Jun 2024:

a) To note transactions since the last report dated 5 May 2024

Payments from Current Account:

13May24	AEDDonate (defib batteries)	£1,026.00
13May24	Clerk – S/W for new Laptop	£59.99
13May24	WALC/NALC Sub 24/25	£334.82
28May24	Wiltshire Air Ambulance (Cllr Trickey memorial)	£100.00
28May24	Gallagher Insurance (see Note 1)	£1,100.39

Note 1: Payment had to be made by 31 May 24 to ensure continuity of cover. Payment was made following consultation with the Chair in accordance with Financial Regulations Para 2.2.

Approval of Payment: On a proposal from Cllr Lawer, seconded by Cllr Armor, **IT WAS RESOLVED** to approve this payment retrospectively.

Transfers Between Accounts:

8Jun24	Current (0218248) to Deposit (7020575)	£7,000.00
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To approve the following payments to be made online:

Online	Cllr Lawer – reimbursement of APM expenses	£31.12
Online	Bawdens – 1 st cut	£1,149.60
Online	SLCC Sub 24/25 – Clerk	£112.00
Online	SLCC Sub 24/25– RFO	£80.00

Resolution to add RFO TO SLCC Membership:

At the last meeting the suggestion of having two subscriptions to the SLCC for the Clerk and the RFO was raised as the overall cost would be marginal - £46 more than the previous years' Clerk subscription. On a proposal from Cllr Watson, seconded by Cllr Reynolds, **IT WAS RESOLVED** to retrospectively approve two memberships and subscription payments.

b) To note bank reconciliations

Bank balances on 8 June 24 Reconciled against online statements.

Current Account 0218248	£3,823.59
Deposit account No. 7020575	£22,220.38
Defib Account 6150356	£862.60
Total	£26,906.57

Approval of June 2024/25 Financial Report – For Resolution

On a proposal by Cllr Tayler, seconded by Cllr Lawer, **IT WAS RESOLVED** that the Financial Report and online payments be approved.

	<p>c) To note the Annual Internal Audit Report 2023/24 and narrative report (distributed to councillors) The Annual Internal Audit Report had been completed and signed by the Internal Auditor and circulated to councillors who noted its contents.</p> <p>d) To review the Annual Governance and Accountability Return (AGAR) Form 3 (distributed to councillors)</p> <ol style="list-style-type: none"> 1) To consider and approve AGAR Section 1 – Annual Governance Statement 2023/24 Copies of the Annual Governance Statement had been distributed to councillors in advance of the meeting. They reviewed its contents. 2) To approve by resolution the Annual Governance Statement. On a proposal by Cllr Armor, seconded by Cllr Reynolds, IT WAS RESOLVED that the Annual Governance Statement be approved. The Chair and the Clerk as Proper Officer then signed the Annual Governance Statement. 3) To consider AGAR Section 2 - the Accounting Statements 2023/24. Copies of the Accounting Statements, signed by the Responsible Financial Officer, had been circulated to councillors in advance of the meeting. Councillors proceeded to review the contents. 4) To approve by resolution the Annual Accounting Statements. On a proposal by Cllr Armor, seconded by Cllr Lawer, IT WAS RESOLVED that the Accounting Statements be approved. 5) To sign and date by the Chair the Accounting Statements. The Accounting Statements were signed and dated by the Chair. <p>e) To set the commencement and completion dates for the Exercise of Public Rights. On a proposal by Cllr Armor, seconded by Cllr Lawer, IT WAS RESOLVED that the period for the Exercise of Public Rights would commence on 12 June 2024 and end on 23 July 2024.</p> <p>f) Proposal to close the Defibrillator bank account. On a proposal by Cllr Armor, seconded by Cllr Tayler, IT WAS RESOLVED that the Defibrillator bank account be closed and the balance transferred to the current account as a ring-fenced earmarked reserve.</p>
032.24	<p>Correspondence sent / received.</p> <p>Received: The Clerk had received a letter from a villager regarding rubbish on highways verge in Parkers Lane. The rubbish has now been removed. The RFO had received a thank you letter from the RUHX Charity for the donation received in lieu of the annual payment to the Responsible Financial Officer, Peter Giles.</p>
033.24	<p>Exchange of information and Any Items for Consideration at Next Meeting</p> <p>Cllr Watson said he had been told by a villager that delivery lorries (probably catering lorries) were apparently reversing into the delivery entrance at Kin House and concern was raised regarding the safety of doing this so close to the bends on the B4069. ACTION: Cllr Lawer to contact a Kin House representative to relay concern and understand what could be done to implement a safer option.</p> <p>Cllr Watson said that a villager had volunteered to put up a Perspex roof over the existing bus shelter.</p> <p>Cllr Armor suggested that a thank you letter should be written to the villager who had carried out the work on improving the footpath at Doveys Terrace. ACTION: Cllr Sealy to find out more about what had been done.</p> <p>Cllr Sealy noted that Kin House were currently cutting the area of Lower Common in front of Kin House. The Clerk said this had come up last summer when the area had become too overgrown to be a suitable setting for the front of the venue and that a dispensation had been granted for them to do so if the grass became unacceptably long.</p>

	<p>Cllr Pattermore said the Parish Steward had been absent for two weeks. The Days Lane road signs had finally been repaired; however the double bend sign is now sliding down the pole. The Plough Corner dog bin needed renovation and she would talk to the villager who had renovated the one at Middle Common.</p> <p>Cllr Tayler said that he had done more work on the village pond.</p>
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034.24	<p>Co-option of Parish Councillor</p> <p>At the end of the meeting, Dr Glynn Harrison-Jones introduced himself to councillors giving his reasons for being co-opted as councillor to the Parish Council. An e-mail giving more information regarding Dr. Harrison-Jones's background had previously been circulated to councillors.</p> <p>On a proposal from Cllr Lawer, seconded by Cllr Reynolds, IT WAS UNANIMOUSLY RESOLVED that Dr. Harrison-Jones be appointed as councillor. Dr Harrison-Jones signed his acceptance of office.</p>
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The next meeting of the Parish Council will be held on **Monday 8th July 2024 at 7:30 pm in the Committee Room at Kington Langley Village Hall, Church Road.**

MEETING CLOSED AT 21:44

DRAFT