

# MINUTES OF THE MEETING OF KINGTON LANGLEY PARISH COUNCIL HELD ON MONDAY 9<sup>th</sup> SEPTEMBER 2024 IN THE COMMITTEE ROOM, KINGTON LANGLEY VILLAGE HALL COMMENCING AT 7:30 PM

**Present:** Cllr Lawer, Cllr Pattemore, Cllr Reynolds, Cllr Tayler.  
Mrs. Sue Hart (Clerk), Peter Giles (RFO) and County Councillor Greenman

**Public Participation:** There were four members of the public

The St Modwen Industrial Park Property development and investment company St Modwen Logistics has been merged with Industrials REIT, to create Indurent. The St Modwen site now has the new name on its site placards. The team interfacing with the Parish Council remains the same.

Indurent representatives updated the Parish Council on the current status of occupants moving in. Detailed discussions regarding Unit 5 were ongoing with Unit 2 interest being slower, reflecting the current economic climate. Unit 3 discussions were advanced and some minor changes will be required e.g. changes of doors. Unit 4 is the application on the Parish Council's agenda. The plan is to replace one large building with four smaller ones. Timings were that the Unit 3 building would be carried out in conjunction with Unit 4 in early 2025 with a plan to complete in late 2025. Land spoil currently stored on site is ready to be moved to provide mounds and screening.

A villager asked about the bright white office cladding already on Unit 5 and the Indurent representative said that changing existing cladding is not as straightforward as it seems so the plan was to address the issue by landscaping.

## **Unitary Councillor Update**

Cllr Greenman reported that the change of government has resulted in a lot of challenges as policies are likely to change, including new housing allocation targets which may be difficult to achieve.

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| <b>062.24</b> | <b>Apologies for absence</b><br><br>Apologies for absence were received from Cllr Armor (work commitments), Cllr Harrison-Jones (work commitments), Cllr Sealy (business meeting) and Cllr Watson (holiday abroad)<br>On a proposal from Cllr Reynolds, seconded by Cllr Tayler, <b>IT WAS RESOLVED</b> to accept councillors' apologies.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>063.24</b> | <b>Declarations of Interest:</b> 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. There were no declarations of interest.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>064.24</b> | <b>Minutes – To approve minutes of the Parish Council meeting held on 12<sup>th</sup> August 2024</b><br>On a proposal from Cllr Tayler, seconded by Cllr Pattemore, <b>IT WAS RESOLVED</b> to accept the minutes as a true record.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>065.24</b> | <b>Planning Applications – Clerk</b><br><b>New Applications for Consideration:</b><br><b>PL/2024/07156 Indurent Park, SN15 5BD</b> – Erection of 2 units falling within Class B8 storage + 2 under flexible use Class B2 + parking, landscaping etc<br>On a proposal from Cllr Lawer, seconded by Cllr Reynolds, councillors had <b>NO OBJECTION</b> to this application <b>subject to the following conditions</b> in order to protect the amenity of local residents: <ul style="list-style-type: none"> <li>• The side of the building should not be used for offices but only for amenities, e.g., fire-exits</li> <li>• Night time activities should be restricted in order to minimise light pollution</li> <li>• The buildings should make maximum use of the roof for solar panels</li> </ul> It was noted that the two nearest neighbours to the site had not been on the consultees list.<br><b>ACTION:</b> Clerk to inform the Planning Department.<br><b>Planning Updates: None</b> |

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|        | <p><b>Wiltshire Council Decisions, Appeals and Enforcement Updates</b></p> <p><b>Decisions:</b></p> <p><b>PL/2024/06434 Kington Farm, Kington St Michael</b> – Prior Approval Class R – Agricultural buildings to flexible commercial use. <b>Decision:</b> Prior Approval Refused</p> <p><b>PL/2024/08194 Chedds Cottage, Upper Common</b> – Proposed Works to Trees in a Conservation Area – Withdrawn by applicant</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 066.24 | <p><b>Chair's Report – Cllr Lawer</b></p> <p>Cllr Lawer said he had attended the Chippenham and Community Area Parish Forum at the end of June and said that Wiltshire Council is the fourth largest planning department in the UK. The Authority had embarked on an improvement programme to better support neighbourhood planning and recruitment and retention of planning staff as well as review planning policies. There is currently a shortage of planning officers.</p> <p>He had also attended the Local Highways and Footpath Improvement Group to put forward the Highways Improvement Request for a footpath between Langley Nurseries and Sutton Road (as recorded at 8 July 24 Parish Council Minute 039.24.) A reduction in the speed limit on the B4069 from 40mph to 30mph was also being sought. He noted that Kington St Michael have requested the speed through their village to be reduced to 20 mph but were waiting for SID data – he was not sure whether they have installed a Speed Indicator Device.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 067.24 | <p><b>Clerk's Report and Matters Arising from 8<sup>th</sup> July and 12 August 24 Meetings – Clerk</b></p> <p>The Clerk said that no councillor currently has responsibility for Neighbourhood Watch and this year's AGM has now been announced. Councillors suggested Cllr Harrison-Jones should be approached.<br/><b>ACTION:</b> Clerk to follow up with Cllr Harrison-Jones</p> <p>Councillors were aware of an incident in the village on Monday 12 August affecting the clerk and resulting in CID and police involvement. The Clerk said that she had been very impressed by the responsiveness and support given by the Wiltshire Police departments involved including the CID, Forensics and the Chippenham Neighbourhood Policing Team. Cllr Greenman commented that there had been significant improvements in policing since the new Police Constable had taken over.</p> <p><b>Matters Arising from 8 July 2024 PC Meeting</b></p> <p><b>041. 24 Matters Arising</b><br/><b>Minute 033.24 Exchange of information and Any Items for Consideration at Next Meeting</b><br/>Concerns regarding safety of delivery lorries reversing into the delivery entrance at Kin House close to the bends on the B4069. Cllr Lawer had been in touch with Kin House who were following up with the companies / contractors involved. <b>ITEM CLOSED.</b></p> <p><b>042.24 Highways / Parish Steward Update</b><br/>Lime Tree Farm problem with drain, soakaway and pipework. Covered by item on the agenda. <b>ITEM CLOSED.</b></p> <p>Ashes Lane ditch – Cllr Tayler was following up. <b>ACTION:</b> Cllr Tayler to provide update at the next PC meeting.</p> <p><b>043.24 Community Speedwatch Updates</b><br/>Middle Common Speed Indication Device update – Covered by item on the agenda. <b>ITEM CLOSED.</b></p> <p><b>045.24 Bus Shelter Fire Update</b><br/>It was noted that a villager had made a proposal regarding roofing the existing shelter with Perspex Cllr Lawer had contacted the villager who had made the offer. <b>ITEM CLOSED.</b></p> <p><b>047.24 Dennis Gill Memorial Finger Post Update and Sutton Benger Parish Council request for erecting Noticeboard on KLAN34</b><br/>Covered by item on the agenda. <b>ITEM CLOSED.</b></p> <p>The Clerk had followed through the correct footpath numbering with Wiltshire Council and this has now been confirmed as KLAN27 and corrected on the Wiltshire Council online map. <b>ITEM CLOSED.</b></p> <p><b>048.24 KClimate Change</b><br/>Cllr Watson to draft a notice to put on benches regarding the No Mow areas and would e-mail councillors the draft. <b>ACTION:</b> Carried forward to October PC meeting.</p> <p><b>049.24 To review Revised Financial Regulations</b><br/>The RFO has circulated some minor revisions to councillors. <b>ITEM CLOSED.</b></p> |

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|        | <p><b>Matters Arising from 12 Aug 2024 PC Meeting.</b></p> <p><b>057.24 Clerks Report</b><br/>No further progress has been made on the work to be done to Plough Lane ditches by the landlord. Covered by item on the agenda. <b>ITEM CLOSED.</b></p> <p><b>058.24 Update on Parish Council Proposal for Community Orchard following Kington Langley Village Hall CIO Trustees' Meeting on 24 July 24</b><br/>Request for volunteers covered by item on the agenda. <b>ITEM CLOSED.</b></p> <p><b>060.24 Correspondence:</b> Bobby Van Trust request for Donation would be followed up at the next Budget review. <b>ITEM CLOSED.</b></p> <p>E-mail from villager asking the Parish Council to take a look at the footpath by the Wessex Water reservoir which has brambles overgrowing the path. It was noted that the land was in the hands of a tenant farmer therefore the estate would need to be contacted to ask for the work to be done.<br/><b>ACTION:</b> Ongoing – Carried forward to next meeting.</p> <p>E-mail from Church Warden asking that the Parish Council consider an increase in the annual donation for churchyard maintenance given the considerable increase in costs since it was last increased some 10 years ago. The RFO to follow up for the 2025/26 Budget Setting review. <b>ITEM CLOSED.</b></p> <p>Overhanging weeds by the church wall on the double bends. Covered by item on the agenda. <b>ITEM CLOSED.</b></p> <p>E-mail from Church Warden regarding the ruts in the unnamed road in front of Church Farm which is used for church parking. Covered by item on the agenda. <b>ITEM CLOSED.</b></p>                                                                       |
| 068.24 | <p><b>Highways / Parish Steward / Grass Cutting Contract Update –Cllr Pattemore</b><br/>The Lime Tree Farm problem with the drain, soakaway and pipework on Middle Common was still ongoing and Cllr Pattemore said there is now a work order with Wiltshire Council for a drain clearing tanker / VAC to attend.</p> <p>The Moors Close gullies have all now been cleared.</p> <p>Overhanging weeds by the church wall on the double bends were effectively narrowing the road and Cllr Pattemore agreed to follow up with the Parish Steward to see what he thought..<br/><b>ACTION:</b> Cllr Pattemore to review with Parish Steward.</p> <p>An e-mail had been received from the Church Warden requesting Parish Council consider a similar repair to that made on Coffin Way to the unnamed road in front of Church Farm which is used for church parking and is now very rutted. <b>ACTION:</b> Cllr Pattemore to review with Parish Steward.</p> <p>The Plough Lane ditches and flooding work was still outstanding. Highways have written to the land agent and also have it in hand to clear some debris that needs to be removed before the farmer will clear the ditch.</p> <p>The Parish Steward has done some weed killing and has also sprayed the Himalayan Balsam from opposite the Hit or Miss pub up to Wayside Close. There is also one spray still outstanding from the Grass Contractors.</p> <p>There were several places in the village where hedges were growing across public paths and lanes, reducing the width and visibility.<br/><b>ACTION:</b> Cllr Reynolds to add a note to the PC Report in the Village Mag to ask if people with overhanging hedges would trim them back.</p> |
| 069.24 | <p><b>Community Speedwatch and SID Updates – Cllr Reynolds / Chair for Cllr Armor</b><br/><b>Community Speedwatch:</b> The team had completed eight sessions this past month. 1,181 vehicles were recorded of which 47 were speeding (3.79%). Seven were travelling at 40+ miles per hour (14.89%)</p> <p><b>Speed Indicator Device (SID):</b> Cllr Lawer had received an e-mail from Cllr Armor saying he had had a very good session with Matt Penton from Christian Malford Parish Council who have had their SID installed for some years. Cllr Armor is now able to pull data from the SID for analysis. He also managed to manufacture a key which opens the grey box on the SID.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

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| 070.24 | <p><b>Parish Council Website – Current Status – Chair for Cllr Armor</b><br/> The new website is working well and it is possible to monitor how many access the site. Ben Cunningham had provided a useful guide for uploading documents to the site and Cllr Armor and the Clerk would be reviewing how to get this month's reports uploaded.<br/> <b>ACTION:</b> Cllr Armor / Clerk to update website.</p> <p>New e-mail addresses have been created for all councillors, the clerk and the RFO. However there are some teething difficulties which are being addressed. All Councillors will need to set up and use new gov.uk e-mail accounts.<br/> <b>ACTION:</b> Cllr. Armor / All Councillors / Clerk to get new links and set up their new e-mail addresses.</p> <p>Villager Adrian Beeby is hoping to have a draft for the village history page shortly.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 071.24 | <p><b>Bus Shelter Fire Update – RFO</b><br/> Peter Giles had e-mailed a comprehensive report to councillors prior to the meeting. A paper copy containing some minor updates was handed out at the meeting.</p> <p>He had agreed with the insurance company that he would obtain costs for like for like replacement in parallel with quotes for demolition. Separate quotes for a replacement shelter would also be obtained in order to provide a basis for negotiating a settlement. Colin Coles had provided further consideration of the best way to demolish and remove the old shelter including how to make use of the floor slab.</p> <p>Work still needs to be done to resolve whether planning permission is required or any other permissions (including Highways) plus whether traffic control would be needed whilst the work was being carried out. It was also suggested that a temporary bus stop will need to be set up in the layby slightly further down the A350. Clarification of these points is needed before the RFO is in a position to give all the final costs to the insurers.<br/> <b>ACTION:</b> RFO to continue to establish any additional fees are likely to be incurred.</p> <p>The preferred bidder for the building works should be appointed now in view of their lead time on doing the work and the RFO's recommendation was to go with Supplier A. Councillors reviewed the five alternative suppliers for the replacement prefabricated shelters and agreed that the Arun prefabricated shelter from GWShelterSolutions at an estimated price of £5,144 ex-VAT was the most suitable affordable solution.</p> <p>On a Proposal by Cllr Tayler, seconded by Cllr Reynolds <b>IT WAS RESOLVED</b> that the RFO should appoint Supplier A as preferred bidder for the building works and GWShelterSolutions as preferred bidder for the supply, delivery and installation of their Arun shelter.</p> <p><b>ACTION:</b> RFO to complete investigation of any additional costs and negotiate an insurance settlement to enable confirmation of contracts with the preferred bidders at the October council meeting.</p> |
| 072.24 | <p><b>Footpaths &amp; Rights of Way (including Byway 34) and Dennis Gill Memorial Finger Post Update – Clerk for Cllr Sealy</b><br/> <b>ACTION:</b> Clerk to check latest status on delivery of the finger post.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 073.24 | <p><b>KLimate Change and Community Orchard Update – Chair / Clerk for Cllr Watson</b><br/> Cllr Watson had put the proposal for a community orchard on the Kington Langley Community Support Facebook team. Responses had been really favourable with a lot of helpful comments.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 074.24 | <p><b>Finance Report – Responsible Financial Officer (Peter Giles)</b></p> <p>a) To note transactions since last report dated 10 August 2024</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

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|               | <b>Payments from Current Account:</b>                                                                                                                                                                                                                                                       |                                         |                   |
|               | 14Aug24                                                                                                                                                                                                                                                                                     | Bawdens – Inv 29799 4 <sup>th</sup> cut | £1,149.60         |
|               | <b>Transfers Between Accounts:</b>                                                                                                                                                                                                                                                          |                                         |                   |
|               | 14Aug24                                                                                                                                                                                                                                                                                     | Deposit (07020575) to Current (0218248) | £1,500.00         |
|               | <b>b) To approve future payments to be made online</b>                                                                                                                                                                                                                                      |                                         |                   |
|               | Online                                                                                                                                                                                                                                                                                      | PFK Littlejohn – External Audit         | £252.00           |
|               | Online                                                                                                                                                                                                                                                                                      | Bawdens – Inv 29914 5 <sup>th</sup> cut | £1,149.60         |
|               | <b>c) To approve the September 24/25 Financial Report</b>                                                                                                                                                                                                                                   |                                         |                   |
|               | 7 Sep 24                                                                                                                                                                                                                                                                                    | KLPC Treasurers Account (Current)       | £311.38           |
|               | 7 Sep 24                                                                                                                                                                                                                                                                                    | KLPC Business Bank Account (Deposit)    | £19,781.91        |
|               |                                                                                                                                                                                                                                                                                             | Net balances as at 7 Sep 24             | <b>£20,093.29</b> |
|               | On a proposal by Cllr Tayler, seconded by Cllr Lawer, <b>IT WAS RESOLVED</b> to approve forthcoming payments and the September 2024 Financial Report.                                                                                                                                       |                                         |                   |
|               | <b>d) To note completion of the FY23/24 External Audit</b>                                                                                                                                                                                                                                  |                                         |                   |
|               | PFK Littlejohn, the External Auditors issued a formal letter on 13 <sup>th</sup> August notifying completion of their limited assurance review and forwarding their report and certificate (AGAR Form 3 Section 3). Peter Giles was pleased to report that KLPC had a clean bill of health. |                                         |                   |
|               | AGAR Form 3 Section 3, accompanied by a statutory Notice of Completion of Audit, was required to be published on the PC web site by 30 <sup>th</sup> September.                                                                                                                             |                                         |                   |
|               | <b>ACTION:</b> RFO to liaise with Cllr Armor to co-ordinate when the form would be posted on the website.                                                                                                                                                                                   |                                         |                   |
| <b>075.24</b> | <b>Correspondence sent / received.</b><br>No correspondence was sent or received.                                                                                                                                                                                                           |                                         |                   |
| <b>076.24</b> | <b>Exchange of information and Any Items for Consideration at Next Meeting</b><br>The RFO said that he would be presenting the half yearly budget update to councillors at the October Parish Council meeting so it was time to start thinking about budgetary changes.                     |                                         |                   |

The next full meeting of the Parish Council will be held on **Monday 14<sup>th</sup> October 2024 at 7:30 pm in the Committee Room at Kington Langley Village Hall, Church Road.**

**Note that the October Parish Council date was changed from 7<sup>th</sup> October to 14<sup>th</sup> October following the November 2023 Parish Council meeting, confirmed at the December 2023 Parish Council meeting, as it was pointed out by the Village Hall Booking Clerk that the 7<sup>th</sup> October was not the second Monday of the month.**

**MEETING CLOSED AT 21:08**