

**DRAFT MINUTES OF THE MEETING OF KINGTON LANGLEY PARISH COUNCIL
HELD ON MONDAY 10th MARCH 2025 IN THE COMMITTEE ROOM,
KINGTON LANGLEY VILLAGE HALL COMMENCING AT 7:30 PM**

Present: Cllr. Harrison-Jones, Cllr. Lawer, Cllr Pattemore, Cllr Reynolds, Cllr Sealy, Cllr Tayler, Cllr Watson, Mrs. Sue Hart (Clerk) and Peter Giles (RFO)

Public Participation: There was one member of the public.

Unitary Councillor Update – Ward Councillor Greenman is currently recovering from sickness, so councillors wished him a speedy recovery. He has already sent through his Annual Report in preparation for the Annual Parish Meeting. **ACTION:** Clerk to distribute to councillors.

162.24	Apologies for absence Apologies for absence were received from Cllr. Armor (work) On a proposal from Cllr Sealy, seconded by Cllr Reynolds, IT WAS RESOLVED to accept the councillor's apologies.
163.24	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. Councillor Pattemore declared a personal interest in planning application PL/2024/00450 regarding Sunnymead, Newlands Green. Stayed but did not vote.
164.24	Minutes – To approve minutes of the Parish Council meeting held on 10th February 2025 The draft minutes had been circulated to councillors. On a proposal from Cllr Sealy seconded by Cllr Pattemore, IT WAS RESOLVED to accept the minutes as a true record.
165.24	Planning Applications – Clerk New Applications for Consideration: PL/2024/00450 Sunnymead, Newlands Green – Detached Garage / Store and formation of widened vehicle access and drive (Deadline for comments 24Mar25) This revised application had altered the site layout, but the proposed garage is just as high and close to the road and the solar panels will still be visible from Days Lane. It was noted that whilst not in the Conservation area, the boundary is just at the road in front of the dwelling. On a proposal from Cllr Tayler seconded by Cllr Reynolds, IT WAS RESOLVED to Object to the application. PL/2025/00998 Kington Langley Garage, Malmesbury Road - Permission in Principle: Erection of up to 8 dwellings of batteries (Deadline for comments (14-day consultation period) 27Feb25 – extension granted) Councillors recognised the need for housing development and agreed that a minimum of houses should be specified with a high proportion being affordable. Other conditions considered appropriate were that the development was not allowed to provide static homes or operate as a holiday property site, and that significant improvements should be made to enhance pedestrian safety including footpaths and road crossing enhancements on the nearby Malmesbury Road and the A350 together with a speed limit reduction to 30 mph along Malmesbury Road. Following discussion, on a proposal from Cllr Watson seconded by Cllr Lawer, IT WAS RESOLVED to Support the application Subject to Conditions, as above. PL/2025/01219 Kington Farm, Kington St Michael – Prior approval Part 3 Class RI: Agricultural buildings to a flexible commercial use - change of use of existing agricultural barn for Class E and associated storage in lieu of PL/2024/07670 (Deadline for comments: 12Mar25) On a proposal from Cllr Lawer seconded by Cllr Sealy, IT WAS RESOLVED to Support the application. Planning Updates: None Wiltshire Council Decisions, Appeals and Enforcement Updates Decisions:

	PL/2024/10334 Lime Tree Stables (listed as Church Farm) Middle Common – Variation of Conditions 2,3,4,5 and 7, Erection of Stables Decision: Approve with Conditions PL/2025/01024 Barncroft, The Barton – Notification of proposed works to trees in a conservation area Decision: No objection PL/2025/00036 (LBC) – 1-2 Newlands Green – Form new doorway between 1-2 Newlands Green Decision: Approve with conditions
166.24	Chair's Report – Cllr Lawer Cllr Lawer said he was looking into how the Community Infrastructure Levy (CIL) was applied. He had noted that three Kington Langley applications completed during 2017/2018 had an Infrastructure levy charge and thought that it could be a possible source of funds for the village. He said that he would look into why more recent planning applications in the parish were not listed on the Wiltshire Council CIL register. ACTION: Cllr Lawer to investigate further and update councillors at future meetings as information becomes available.
167.24	Clerk's Report and Matters Arising from 10th February 25 Meeting – Clerk - A teenager has completed her DOE volunteering in the village and carried out thirteen litter picks. She noted that apart from the main road the village roads are very clean. However, both sides of the A350 were very littered. Councillors passed on their congratulations to the teenager and thanked Cllr Reynolds for signing the teenager's record off. - The Great British Spring Clean this year will be from 21 March to 6 April. There are currently no formal plans in place for anything in the village. - A very significant amount of grass verge tractor damage by Newlands Green has been caused by a contractor cutting field hedges. The Parish Council has a commitment from the farmer that this will be rectified when the ground gets firmer in the spring. Matters Arising: 134.24 Clerk's Report and Matters Arising from 9th December 24 Meeting / 107.24 Finance Report 4. Millennium footpath repairs: The original contractors should be asked to review what maintenance they would recommend plus potential cost and, if substantial, whether any interim repairs could be done. ACTION: Clerk. Carried forward to next meeting. 150.24 Middle Common Double Decker Bus Damage - Clerk Payment of remedial work to Middle Common and submission of insurance claim. Waiting for insurance company to finalise - in hand by RFO. ITEM CLOSED. 151.24 Highways / Parish Steward Update –Cllr Pattemore / Clerk - Church Bends – councillors' concern that any clearing of the soil at the bottom of the wall could result in the wall crumbling. Highways informed. ITEM CLOSED. - Middle Common – school cars are now parking on the edge of Middle Common at the entrance to Ashes Lane creating significant erosion of grass. ACTION: Cllr Armor to raise with the school. Carried forward to next meeting. - Reservoir footpath fence - Installing experimental stakes was delayed due to the weather. ACTION: Cllr Armor / RFO to update councillors at the next meeting. Carried forward to next meeting. 155.24 KClimate Change and Community Orchard Update – Cllr Watson Kin House support for no mow areas and Lower Common. Cllr Watson was waiting to hear from Kin House to review their proposal before being able to provide feedback to councillors. ACTION: Carried forward to next meeting. 156.24 Annual Parish Meeting 2025 Cllr Sealy still has the list of village organisations who were approached last year. It was also suggested that an item should be put into the Village Mag asking for volunteers. On Agenda. 158.24 Commemoration of ex-Councillor Betty Bird's death (For Resolution) ACTION: RFO to make a donation on behalf of the Council to ex-councillor Betty Bird's nominated charity. Item Closed. 161.24 Exchange of information and Any Items for Consideration at Next Meeting Illumination of houses plus decorative lights is increasing and there are concerns that a trend is forming. ACTION: On March Agenda.

168.24	Bus Shelter Update (For Resolution) – RFO The RFO provided an update on the remedial works and approval of associated payments. The new shelter is now in place and all that remains is for topsoil and seeding in the spring. Contingency funds covered removal of all the extra rubbish at the rear of the site. On a proposal from Cllr Watson seconded by Cllr Sealy, IT WAS RESOLVED to sign off the project as completed. The RFO noted that having to step up to the shelter is now more apparent even though there has always been a level change. Resolving this was not covered by the insurance claim. Legislation does say that reasonable adjustments should be made to accommodate all users. The existing contractor has quoted a price of £920 to build a ramp while he was on site for the main works. Following a review of the end of year budget (later in the meeting - see agenda item 178.24) IT WAS RESOLVED to spend £920 for the contractor to build a ramp.
169.24	Highways / Parish Steward Update –Cllr Pattemore / Clerk - The parish steward should be coming to the village the day after the meeting and will dig out some culverts. - An area below the green lane by Hillside Farm needs to be added to the gully tanker list. ACTION: Cllr Pattemore to send the clerk the what3words location. - Grass cutting contractors will be back in April. ACTION: Cllr Pattemore to liaise with them regarding a set of dates.
170.24	Community Speedwatch Updates – Cllr Reynolds / Cllr Armor Community Speedwatch: The team had been out for five sessions (5 hours) during which time 706 vehicles were recorded, 25 travelling at more than 36 mph, of which two were exceeding 40 mph including one van at 47mph. Result was 3.54 % speeding of which 8% of speeders were doing more than 40 mph. SID: There was no update.
171.24	Parish Council Website – Current Status – Cllr Armor No update.
172.24	Footpaths & Rights of Way (including Byway 34)– Cllr Sealy Cllr Sealy said it would be worth discussing having a working party to do some seasonal clearing – to be covered at the April Parish Council meeting.
173.24	KLimate Change and Community Orchard Update – Cllr Watson Community Orchard: In the course of setting up the project, Cllr Watson had investigated possible grants from Wiltshire Council and discovered a Coronation Living Heritage fund which has resulted in the sum of £1,300 been granted. This has covered moving the football pitch, providing green skills training, funding six trees and associated work. Seventeen people are lined up as volunteers and fourteen people would like to buy trees which means there are only five remaining that need funding. Reduced mowing: This year’s plan is the same as last year sticking to the existing no mow areas for the time being. There should be labels around the village areas this year to explain what is being done.
174.24	Village House Lights and Increasing Illumination - Cllr Watson Cllr Watson was currently looking into putting together possible guidelines regarding lighting in the village. This was not intended to be an imposition but rather seeking views and suggestions for suitable lighting in a dark village. Plans were to communicate via the village magazine, the website and to check out villagers’ thoughts at the Annual Parish Meeting. ACTION: Cllr Watson to draft an entry for the next village magazine and to produce more detailed guidelines for councillors to review in advance of the April Parish Council meeting.
175.24	Parish Council Elections 2025 – Clerk The elections for both Unitary and Parish Councils will take place on 1 May 2025 so all councillors will need to submit their nominations to Wiltshire Council before the deadline of 4pm on 2nd April. Several e-mails

	from Wiltshire Council have already been forwarded to councillors giving them more information as applying was not as straightforward as it would appear. Only Cllr Watson and Cllr Reynolds had experience of doing theirs so far. Cllr. Harrison-Jones said that due to work commitments and being out of the country frequently during the forthcoming year, he would regrettably not be submitting his nomination, but his wife would be putting in a nomination instead.																																							
176.24	Annual Parish Meeting 2025 The Garden Room at Kin House is now confirmed as the venue for this year’s Annual Parish Meeting. Kin House say that if they have no other bookings then villagers will be able to have more of the space. Cllr Armor is coordinating which village organisations would like to put on a display. ACTION: Cllr Armor to update councillors at the April Parish Council meeting.																																							
177.24	Clerk’s Contract (or Resolution) To approve an amended Clerk’s contract aligned more closely with the National Association of Local Council’s model contract. Councillors discussed the draft prepared by the RFO and agreed with all the changes proposed from the existing contract. In particular they agreed that SCP29 should be the start point for the new contract as of 1 April 25 and noted that as part of the revised contract the Clerk will now be paid at the end of a month rather than on the 15th. On a proposal from Cllr Sealy seconded by Cllr Harrison Jones, IT WAS RESOLVED to agree a new contract for the Clerk as tabled. The chair then proceeded to sign the new contract.																																							
178.24	Finance – Report distributed to Members - RFO a) To note transactions since last report dated 9 February 2025 Payments from Current Account: <table><tr><td>11 Feb</td><td>Reimburse Sue Hart (Clerk) – Stationery</td><td>£87.54</td></tr><tr><td>11 Feb</td><td>Joe White Gardening Services</td><td>£90.00</td></tr></table> Receipts to Deposit Account: <table><tr><td>10 Feb</td><td>Interest</td><td>£31.61</td></tr></table> Transfers Between Accounts: <table><tr><td>11 Feb</td><td>Deposit (07020575) to Current (0218248)</td><td>£600.00</td></tr></table> b) To approve future payments to be made: <table><tr><td>Online</td><td>Cllr Bird memorial donation</td><td>£50.00</td></tr><tr><td>Online</td><td>KLVH Hire of Committee Room Jan - Mar</td><td>£31.60</td></tr><tr><td>Online</td><td>GW Shelter Solutions Ltd</td><td>£6,172.80</td></tr><tr><td>Online</td><td>Dave Rea Construction – Inv 356</td><td>£5,676.00</td></tr><tr><td>Online</td><td>Dave Rea Construction – To be invoiced</td><td>£696.00</td></tr><tr><td>Online</td><td>RUHX Charity Donation in lieu of RFO salary</td><td>£3,374.72</td></tr></table> c) To approve the March 24/25 Financial Report <table><tr><td>9 Mar 25</td><td>KLPC Treasurers Account (Current)</td><td>£96.56</td></tr><tr><td>9 Mar 25</td><td>KLPC Commercial Instant Access Account (Deposit)</td><td>£35,448.58</td></tr><tr><td></td><td>Net balances as at 9 Mar 25</td><td>£35,545.14</td></tr></table> On a proposal by Cllr Sealy, seconded by Cllr Reynolds, IT WAS RESOLVED to approve the March 24/25 Finance Report including the staff salary and PAYE and other payments detailed therein.	11 Feb	Reimburse Sue Hart (Clerk) – Stationery	£87.54	11 Feb	Joe White Gardening Services	£90.00	10 Feb	Interest	£31.61	11 Feb	Deposit (07020575) to Current (0218248)	£600.00	Online	Cllr Bird memorial donation	£50.00	Online	KLVH Hire of Committee Room Jan - Mar	£31.60	Online	GW Shelter Solutions Ltd	£6,172.80	Online	Dave Rea Construction – Inv 356	£5,676.00	Online	Dave Rea Construction – To be invoiced	£696.00	Online	RUHX Charity Donation in lieu of RFO salary	£3,374.72	9 Mar 25	KLPC Treasurers Account (Current)	£96.56	9 Mar 25	KLPC Commercial Instant Access Account (Deposit)	£35,448.58		Net balances as at 9 Mar 25	£35,545.14
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	d) To note invoice to SBPC for consultancy services & change to consultancy cover. The invoice submitted to Sutton Benger Parish Council covered three weeks during February and all of March. e) To review and agree requests/proposals for donations. Requests had been received from: • The Bobby Van Trust. The village had experience of them supporting an incident within the village this year. • The Village Magazine. The request was to help cover the increase in costs of production. Councillors agreed in principle to support this but needed more clarification on the current changes to the village mag's finances. • The RFO had received an application from DASH but he wasn't aware of whether there was a village connection so he would write back to them and suggest that if so, they should reapply next year. On a proposal by Cllr Tayler, seconded by Cllr Harrison-Jones, IT WAS RESOLVED to make a donation of £200 to the Bobby Van Trust. f) To note the final quarter budget update The RFO had distributed a draft budget update to councillors in advance of the meeting. He noted that his forecast of the end of year reserves had increased since the last forecast in January. However, following the meeting, he was not anticipating any additional spend before the end of the financial year. Changes because of this meeting would be £920 for the bus shelter ramp and £200 donation to the Bobby Van Trust. He was pleased to report that the Parish Council had increased its reserves from the start of the year. On a proposal by Cllr Lawer, seconded by Cllr Watson, IT WAS RESOLVED to approve the final quarter budget update as amended above.
179.24	Correspondence sent / received. Received: None Contact Forms received via KLPC Website: None
180.24	Exchange of information and Any Items for Consideration at Next Meeting Points raised by councillors: Cllr Reynolds – the litter pick teenager had noticed there is a shelter in some trees opposite the junction by The Plough. It was assumed this wasn't being occupied by the rough sleeper who had previously occupied the old bus shelter. Cllr Harrison-Jones queried the amount of water running down Days Lane from near the Hit or Miss. He pointed out that this is potentially dangerous when it freezes. The situation is known about by Highways and is on their list for the Week 31 Gully Tanker. ACTION: Clerk to write to Highways to reinforce the requirement.

The next meeting of the Parish Council will be held on **Monday 14th April 2025 at 7:30 pm in the Committee Room at Kington Langley Village Hall, Church Road.**

MEETING CLOSED AT 21.04.