

**DRAFT MINUTES OF THE MEETING OF KINGTON LANGLEY PARISH COUNCIL HELD
ON MONDAY 8th SEPTEMBER 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 Tayler, Cllr Watson, Wiltshire Councillor Greenman, Mrs. Sue Hart (Clerk) and Peter Giles (RFO)

Public Participation: There were no members of the public present.

066.25	Apologies for absence Apologies for absence were received from Cllr. Sealy (work commitments) Cllr Evans (sickness) Cllr Armor (tube strike and meeting in London) On a proposal from Cllr Lawer and carried unanimously, IT WAS RESOLVED to accept the councillors' apologies.
067.25	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. None were received.
068.25	Minutes – To approve minutes of the Parish Council meeting held on 11th August 2025 The draft minutes had been circulated to councillors. On a proposal from Cllr Watson, IT WAS RESOLVED to accept the minutes as a true record, and they were signed by the Chair.
069.25	Planning Applications – Clerk New Applications for Consideration: None. Planning Updates: None Wiltshire Council Decisions, Appeals and Enforcement Updates PL/2025/02551 Metrel, Parkers Lane – Erection of enclosed front porch (Wiltshire Council Decision: Approve with Conditions) PL/2025/03796 - Kin House, Swindon Road - Variations of Condition 2 on PL/2024/05967 plant room and small changing huts (Wiltshire Council Decision: Approve with Conditions) PL/2025/04513 Lime Tree Farm, Middle Common – Notification of proposed works to trees in a conservation area (Wiltshire Council Decision: No Objection) PL/2025/05338 - Church Farm, Middle Common - Erection of replacement greenhouse (Wiltshire Council Decision: Approve with Conditions) PL/2025/05904 Upper Leaze House, Parkers Lane – Notification of proposed works to trees in a conservation area. (Wiltshire Council Decision: No Objection) PL/2025/05909 Mole End, Parkers Lane – Notification of proposed works to trees in a conservation area. (Wiltshire Council Decision: No Objection)
070.25	Chair's Report – Cllr Lawer The Chair had nothing to report.
071.25	Clerk's Report and Matters Arising from 14th July 2025 and 11th August Meetings Clerk's Report: - To ratify permission granted by Clerk under delegated powers in KLPC Standing Orders 13(e) for Mr and Mrs Cooper of Chedds Cottage to have a builder's van parked on Upper Common from 2nd September for four days. - To ratify permission for the Kington Langley Detectorists' Group to access the Registered Commons on occasions notified to the Clerk in advance (following precedent set by Swindon Detectorists' Group). Councillors RATIFIED the two permissions that had been granted by the Clerk. ACTION: The Clerk to put note in the village mag regarding parking on Registered Commons.

	Matters Arising from 14th July 2025 and 11th August Meetings: Minute 065.25 - Issues were noted regarding a tree growing on the very edge of Ashes Lane close to the boundary of Pound House. The Clerk had followed this up, but it was still unclear to her whose responsibility it should be to carry out any tree work involved. Cllr Lawer agreed to write to Chris Clarke, Head of Local Highways, Wiltshire Council for clarification. ACTION: Cllr Lawer to follow up. Cllr Watson and Cllr Sealy had agreed to carry out the works to trees itemised in the tree survey as T5 and T6. ACTION: Cllrs Watson and Sealy are still to follow up. ACTION: Clerk to check whether overhead cables through the tree overhanging Myrtle Cottage on Upper Common are affected. The Clerk noted that the electricity board had attended the telegraph pole and attached a card to it. It was suggested that it would still be worth contacting BT. ACTION: Clerk to follow up. There were no other Matters Arising that weren't covered by items on the agenda.
072.25	Highways / Parish Steward Update / Grass Cutting Contract update The Parish Steward had not been in the village during August but would be coming the next day. Cllr Pattemore said she would check with the Parish Steward the best materials to be used to fill in the gaps in the Millenium Footpath. The Grass Cutting Contract was due to be renewed and will going out to tender in Autumn. The contractor had trimmed around the trees in accordance with the new Reduced Mowing Scheme. They had also treated the Himalayan Balsam. However, it was noted that the footpath by reservoir now has mare's tail.
073.25	Community Speedwatch Updates Community Speedwatch Team: There were no Community Speedwatch Team activities this month. Church Road Speed Indication Device Update: No feedback
074.25	Parish Council Website – Current Status No feedback.
075.25	Footpaths & Rights of Way (including Byway 34) No feedback.
076.75	KLimate Change and Community Orchard Update No Mow update - covered in the next agenda item. Community Orchard – Cllr Watson said that nineteen trees were coming this autumn – all have been ordered and already have pledges. The plan is to plant them in November. He will be asking for village support if anyone would like to help fund deer protection. Various contributions have been received.
077.25	Reduced Mowing Scheme (No Mow Areas) Cllr Watson had circulated a Reduced Mowing Scheme document to councillors. It was suggested that a visual plan of the No Mow areas would be helpful. On a proposal by Cllr Lawer, IT WAS RESOLVED that the mowing scheme document summarised the management to be taken of the No Mow areas.
078.25	Community Engagement Update Cllr Harrison-Jones gave councillors an update on the Community Survey and suggestions were made regarding additional questions and rewording. Cllr Evans said she would be willing to have copies of the questionnaire available in the Church Farm Coffee Shop. As there was no resolution on the agenda for the survey to be distributed to villagers the Clerk would send an e-mail to councillors confirming their agreement, which would be ratified at the next meeting. ACTION: Clerk to e-mail councillors and to add to the October agenda for ratification.
079.25	New Parish Council Governance Documents for 2025/26 A draft of the new Information Technology Policy for 2025/26 had been circulated to councillors. On a proposal by Cllr Reynolds seconded by Cllr Watson, IT WAS RESOLVED to adopt the new Information Technology Policy for 2025/26.

080.25	Finance - Report distributed to Councillors – RFO a) To note transactions since last report dated 8 August 2025 Receipts to Deposit Account: <table><tr><td>11 Aug</td><td>Interest</td><td>£14.67</td></tr></table> Payments from Current Account: <table><tr><td>12 Aug</td><td>Dryad Land & Tree Care Ltd</td><td>£432.00</td></tr><tr><td>12 Aug</td><td>PKF Littlejohn LLP - EA</td><td>£252.00</td></tr><tr><td>12 Aug</td><td>Bawdens - Inv 30992 4th cut</td><td>£1,149.60</td></tr></table> Debits from Current Account: <table><tr><td>18 Aug</td><td>Lloyds Bank – service charge</td><td>£4.25</td></tr></table> Transfers Between Accounts: <table><tr><td>12 Aug</td><td>Deposit (07020575) to Current (0218248)</td><td>£2,500.00</td></tr></table> b) To approve future payments to be made online: <table><tr><td>Online</td><td>Bawdens – Inv 31087 5th cut</td><td>£1,149.60</td></tr></table> c) To approve the September 25/26 Financial Report <table><tr><td>7 Sep</td><td>KLPC Treasurers Account (Current)</td><td>£139.65</td></tr><tr><td>7 Sep</td><td>KLPC Commercial Instant Access Account (Deposit)</td><td>£20,238.79</td></tr><tr><td></td><td>Net balances as at 7 Sep 25</td><td>£20,378.44</td></tr></table> On a proposal by Cllr Lawer, seconded by Cllr Reynolds, IT WAS RESOLVED to approve the September 25/26 Finance Report including the staff salary and PAYE and other payments detailed therein.	11 Aug	Interest	£14.67	12 Aug	Dryad Land & Tree Care Ltd	£432.00	12 Aug	PKF Littlejohn LLP - EA	£252.00	12 Aug	Bawdens - Inv 30992 4th cut	£1,149.60	18 Aug	Lloyds Bank – service charge	£4.25	12 Aug	Deposit (07020575) to Current (0218248)	£2,500.00	Online	Bawdens – Inv 31087 5 th cut	£1,149.60	7 Sep	KLPC Treasurers Account (Current)	£139.65	7 Sep	KLPC Commercial Instant Access Account (Deposit)	£20,238.79		Net balances as at 7 Sep 25	£20,378.44
11 Aug	Interest	£14.67																													
12 Aug	Dryad Land & Tree Care Ltd	£432.00																													
12 Aug	PKF Littlejohn LLP - EA	£252.00																													
12 Aug	Bawdens - Inv 30992 4th cut	£1,149.60																													
18 Aug	Lloyds Bank – service charge	£4.25																													
12 Aug	Deposit (07020575) to Current (0218248)	£2,500.00																													
Online	Bawdens – Inv 31087 5 th cut	£1,149.60																													
7 Sep	KLPC Treasurers Account (Current)	£139.65																													
7 Sep	KLPC Commercial Instant Access Account (Deposit)	£20,238.79																													
	Net balances as at 7 Sep 25	£20,378.44																													
081.25	Correspondence sent / received. Received: - Communication from Wiltshire Council announcing a Community Governance Review and asking whether the Parish Council would be interested in being prioritised. ACTION: RFO - Email from villager saying a golden carp-like fish has been spotted in the village pond and asking what the plans were to remove it. Councillors agreed this should be investigated. ACTION: Cllr Tayler to check the pond. ACTION: Clerk to reply to villager. Contact Forms received via KLPC Website: None																														
082.25	Exchange of information and Any Items for Consideration at Next Meeting - Cllr Pattemore said she was still attempting to get in touch with the landowner responsible for finalising the work on the ditch opposite Moors Close and will speak to the Savills agent. - Cllr Watson noted that the villager who had raised concerns regarding the No Mow areas had also suggested scarifying areas of Registered Commons grass in order to encourage wildflowers. However, there was no budget for wildflowers at this point nor a budget to remove clippings. The result of the Kin House wildflower meadow experiment was also awaited. Councillors agreed to Cllr Watson contacting the villager to explain. ACTION: Cllr Watson. - Drains had been cleared along Ashes Lane however the soil level around each drain is higher which will probably result in it washing back down again. - Cllr Harrison-Jones reported that no work had been done to the cottage gutted by fire in Silver Street and notice had been served to make the site safe. The lower levels have now been secured.																														

The next meeting of the Parish Council will be held on **Monday 13th October 2025 at 7:30 pm** in the **Committee Room at Kington Langley Village Hall, Church Road.**

MEETING CLOSED AT 20:56