

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

**Present:** Cllr Armor, 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.

Hannah Bamford-Heron introduced herself as the new House Manager for Kin House and, as she would be responsible for overseeing the property as a whole, she will be the best first point of contact for the Parish Council. She was aware that there had been some concerns raised regarding Kin House visitors' use of Lower Common and would look into how this might be better managed. She was encouraged to contact her direct neighbours on this topic. Cllr Sealy drew her attention to the outstanding need for maintenance to the footpath to the right of Kin House as drainage from Kin House has been an issue for some time. It was pointed out that the Registered Commons are managed by the Parish Council and as they are not village greens, the very tall flags erected on Lower Common to announce corporate event days were out of keeping with the rural environment. Hannah said she would look into whether there was a better way as the request came from their clients. Councillors thanked her for visiting the Parish Council meeting.

<b>098.25</b>	<p><b>Apologies for absence</b> Apologies for absence were received from Cllr Lawer and Cllr Harrison-Jones (holiday) and Cllr Evans (family sickness). Wiltshire Councillor Howard Greenman had also given his apologies.</p> <p>On a proposal from Cllr Armor and Cllr Pattemore and carried unanimously, <b>IT WAS RESOLVED</b> to accept the councillors' apologies.</p> <p>In Cllr Lawer's absence, the Vice-Chair, Cllr Watson chaired the meeting.</p>
<b>099.25</b>	<p><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.</p>
<b>100.25</b>	<p><b>Minutes – To approve minutes of the Parish Council meeting held on 13 October 2025</b> The draft minutes had been circulated to councillors. On a proposal from Cllr Sealy, <b>IT WAS RESOLVED</b> to accept the minutes as a true record, and they were signed by the Vice-Chair.</p>
<b>101.25</b>	<p><b>Planning Applications – Clerk</b> <b>New Applications for Consideration:</b> <b>PL/2025/08148 Unit 3 Indurent Park, Land S of Junction 17 of M4</b> – Variation of Cond 1 (Approved Plans) &amp; Cond 2 (appearance, landscaping, layout &amp; scale Units 3 &amp; 5) (Deadline for comments: 27Nov25) On a proposal from Cllr Tayler, seconded by Cllr Reynolds, <b>IT WAS RESOLVED</b> to Support the application.</p> <p><b>PL/2025/08432 Kin House, Swindon Road</b> – 2 single-storey flat-roof extensions to north of recently built extension to Kin House (Deadline for comments: 1Dec25) <b>PL/2025/08743 Kin House, Swindon Road</b> – (Listed Building Consent) 2 single-storey flat-roof extensions to north of recently built extension to Kin House (Deadline for comments: 1Dec25) On a proposal from Cllr Reynolds seconded by Cllr Sealy, <b>IT WAS RESOLVED</b> to Support both applications.</p> <p><b>Planning Updates: Lime Down Solar Farm Acceptance of Development Consent Order</b> The Clerk had circulated to councillors a copy of the full consent order and accompanying maps. The Stop Lime Down Campaign had not yet responded and as there is an opportunity for the Parish Council as well as individual councillors to respond to the Planning Inspectorate, it was agreed this should be carried forward to the December meeting. By then more information may be forthcoming, when the Parish Council can consider how they wish to respond. (Note that the January 26 PC meeting would be too late to do this) <b>ACTION:</b> Clerk to add to December agenda.</p>

**Wiltshire Council Decisions, Appeals and Enforcement Updates**

**Appeal to Planning Inspectorate Ref APP/Y3940/W/25/3367502 Kington Langley Garage, Malmesbury Road – Erection of up to 8 dwellings.** This Appeal has been Allowed.

**ENF/2025/01103 re Proposed entrance to site of the new development at Old Chapel Fields (original Planning Appln PL/2021/11285)** Minute 88.025 follow-up – Enforcement order raised 23Oct25. A very comprehensive response has been received from the Enforcement officer, the main points being that the developers, under the Highways Act 1980, should make appropriate arrangements regarding works within the limits of a highway. The access will need to comply with Highways Department standards and the developer should be applying for a S184 (vehicle crossing) to amend / improve the vehicle access.

**PL/2025/07692 Willow Cottage, Church Lane** – Notification of proposed works to trees in a conservation area. (Wiltshire Council Decision: No Objection)

**PL/2025/07701 Upper Leaze House, Parkers Lane** – Notification of proposed works to trees in a conservation area. (Wiltshire Council Decision: No Objection)

**PL/2025/07742 Manor House Cottage, Lower Common** – Notification of proposed works to trees in a conservation area. (Wiltshire Council Decision: No Objection)

**102.25 Finance - Report distributed to councillors – RFO****a) To note transactions since last report dated 12 October 2025****Receipts to Current Account:**

13 Oct	Kington Langley Scarecrows	£350.00
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**Payments from Current Account:**

20 Oct	KLVH Hall Hire Jul – Sept	£21.60
20 Oct	KLVH CIO Annual Grant – Part 2	£725.00
20 Oct	Bawdens – Inv 31188 6 <sup>th</sup> cut	£1,149.60

**Debits from Current Account:**

20 Oct	Lloyds Bank – service charge	£4.25
31 Oct	Public Works Loan Board – School Parking Loan	£1,521.76

**Transfers Between Accounts:**

20 Oct	Deposit (07020575) to Current (0218248)	£3,500.00
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**b) To approve future payments to be made online:**

Online	Black Nova Inv 28904 – Domain transfer	£48.00
Online	Wilts Council – Inv 92051954 Election admin	£370.00
Online	Parish Online (See Minute 102.25 (d) below)	£86.40
Online	Cllr Reynolds – reimbursement for purchase of bulbs	£69.96

**c) To approve the November 25/26 Financial Report**

7 Nov	KLPC Treasurers Account (Current)	£68.25
7 Nov	KLPC Commercial Instant Access Account (Deposit)	£28,162.60
	Net balances as at 7 Nov 25	<b>£28,230.85</b>

On a proposal by Cllr Sealy, seconded by Cllr Reynolds, **IT WAS RESOLVED** to approve the November 25/26 Finance Report including the staff salary and PAYE and other payments detailed therein.

**d) Subscription to Parish Online Maps**

On a proposal by Cllr Sealy, seconded by Cllr Reynolds, **IT WAS RESOLVED** to take out a subscription to Parish Online Maps.

**e) Issues for consideration in updating the 3 Year Financial Plan.**

	<p>At the next meeting councillors would be considering the FY2026/27 budget and updating the 3-year Financial Plan. In preparation for that discussion the RFO invited councillors to pay particular attention to potential upcoming areas of change, in particular the need to make provision for tree surveys/surgery, work on footpaths, and areas of likely devolution of services from the Unitary Authority.</p> <p><b>ACTION:</b> Councillors were requested to forward their thoughts to the RFO, copy other councillors, by Monday 1<sup>st</sup> December.</p>
103.25	<p><b>Chair's Report – Vice-Chair Cllr Watson</b> Cllr Watson said that he had laid the poppy wreath on behalf of Kington Langley Parish Council on Remembrance Sunday at St Peter's Church.</p> <p>The Chair, Cllr Lawer, had circulated a briefing to councillors in advance of the meeting, the main point not covered elsewhere in this meeting being that via the Community Parish Forum he had learnt that the Area Board have agreed to part-fund an ANPR camera as a deterrent to burglars in remote villages north of the A420. It had been suggested that all parish councils might like to contribute to the other half of the funding (about £2500 shared between the parishes). Those parishes most affected by the local issues are already contributing, and it was thought that Kington Langley Parish Council would be better putting any funds allocated to road safety towards a second SID.</p>
104.25	<p><b>Clerk's Report and Matters Arising from previous meetings</b></p> <p><b>Clerk's Report:</b> The Clerk had received a request from Tytherton Village Hall Committee to put sign on Lower Common during November advertising a Christmas Craft Fair being held at the village hall to raise funds for building new village hall. Councillors <b>RATIFIED</b> the Clerk's approval of the request.</p> <p><b>065.25 Matters Arising from 13<sup>th</sup> October Parish Council Meeting</b> <b>088.25</b> The Clerk had been asked to follow up with Planning Enforcement how the entrance to the new houses being built at the top of Plough Hill would be completed in order to enable mobility scooters, etc. to safely cross. Covered by Agenda Item 101.25 above. <b>ITEM CLOSED</b></p> <p><b>089.25</b> The Clerk was asked to investigate what would be required in order to implement any speed limit reductions to 20-mph in some parts of the village. The Clerk had contacted the LHFIG and was waiting for a reply. <b>ACTION:</b> Carried forward to next meeting.</p> <p><b>065.25</b> Overhanging trees in Ashes Lane. The Clerk had followed up Cllr Lawer's query with the Head of Local Highways and the reply was that following investigation the trees are the responsibility of the local landowner. <b>ACTION:</b> Clerk to follow up via the landowner's tree surgeon.</p> <p><b>065.25</b> Cllr Watson and Cllr Sealy are still to carry out the works to trees (on Middle Common) itemised in the 2025 Tree Survey as T5 and T6. Now that the leaves have fallen it will be possible to establish what work needs to be done. <b>ACTION:</b> Carried forward to next meeting.</p> <p><b>090.25</b> Grass Cutting Contract Update - <b>ACTION:</b> RFO has now finalised the ITT. <b>ITEM CLOSED</b> <b>ACTION:</b> RFO to include the purchase of Parish Online in the November Finance item agenda for resolution. See Minute 102.25 above. <b>ITEM CLOSED</b></p> <p><b>091.25</b> Dislodged Manhole Cover on Upper Common - The work required has now been investigated and the Parish Steward has dug out for some shuttering to be put round the hole. <b>ACTION:</b> Cllr Armor to ask a local villager whether he would be able to do the concreting..</p> <p><b>092.25</b> Speed Indication Device Update - Sutton Benger Parish Council are not going to be purchasing a fourth SID there would be no reduction in cost if both councils purchase their next SIDs together. Cllr Armor has received a quote from the original supplier which has been passed to the RFO for budgeting purposes. <b>ITEM CLOSED</b></p>

	<p><b>093.25</b> Footpaths &amp; Rights of Way - Cllr Sealy to review what wooden supports on the little footbridge at the bottom of Silver Street need repairing. <b>ACTION:</b> Carried forward to next meeting. Cllr Sealy / Cllr Pattemore had reviewed whether any more can be done by the Parish Steward regarding the potholes on the path on Middle Common outside Church Farm. It was concluded that the area wasn't in a sufficient state of disrepair to warrant any action at this stage. <b>ITEM CLOSED</b></p> <p><b>095.25</b> Community Engagement Update - Cllr Harrison-Jones to provide Community Survey results feedback. <b>ACTION:</b> On agenda for the December meeting.</p> <p><b>097.25</b> Exchange of information - Cllr Armor / Clerk to organise a familiarisation programme for the Clerk to pick up backup website administrator responsibilities. <b>ACTION:</b> Carried forward to next meeting. Cllr Armor to follow up outstanding queries with school regarding the Parish Council putting No Parking signs in front of Union Chapel at the start of every term. Cllr Armor would also follow up with the school putting their floodlights on a timer. <b>ACTION:</b> Both actions carried forward to next meeting. Councillors queried whether a photo of the car that persistently parks right on the junction at Ashes Lane opposite the Union Chapel should be sent to the local police. <b>ACTION:</b> Cllr Armor to action if he sees it there.</p>
105.25	<p><b>Highways / Parish Steward Update – Cllr Pattemore / Clerk</b> Cllr Pattemore reported on the Parish Steward's visit and said that the dislodged manhole was now ready to be concreted (see agenda item 104.25 above). For safety purposes it was agreed that the chipboard covering the manhole should be kept in place until the work had been completed. The Parish Steward had also trimmed back the mare's tail opposite the church and had filled in a few potholes.</p> <p>A contractor from Wiltshire Council had trimmed back part of Byway 34A. Cllr Pattemore was still following up getting the Land Agent to organise sorting the drainage on the land at bottom of Plough Hill.</p>
106.25	<p><b>Grass Cutting Contract update – RFO</b> The Pre-Qualification Questionnaire had been sent to all potential contractors, and to date 3 potential contractors had been deemed qualified. The ITT had so far been sent to three potential contractors. One had not yet acknowledged receipt, and visits have now been organised with other two. <b>ACTION:</b> Cllr Pattemore was asked to follow up the outstanding acknowledgement.</p> <p>The RFO said he does now have information on what areas of the village are being cut by Wiltshire Council. He was asked whether it be worth sending the information to the Scarecrows Committee to advise them where they should avoid putting signs advertising the 2026 Scarecrow Festival. <b>ACTION:</b> RFO to follow up.</p> <p>The RFO suggested that after all the returns have come back (by Friday 5<sup>th</sup> December) a small working group comprising himself plus Cllr Pattemore, Cllr Watson and the Parish Clerk review what has been received in preparation for the December PC meeting <b>ACTION:</b> RFO to follow up.</p>
107.25	<p><b>Community Speedwatch / SID Updates – Cllr Reynolds / Cllr Armor</b> <b>Community Speedwatch:</b> Cllr Reynolds reported that the team had 8 sessions totalling 4 hrs 40 mins (due to weather). 41 vehicles were speeding at 36mph (4.35%) 5 of whom were travelling at 40+ (12.20% of speeders) <b>Speed Indication Device Update:</b> Cllr Armor had received a quote for a second SID (see agenda item 104.25 above). He said that the October SID figures were pretty steady. He had wanted to experiment with changing the wording on the sign but discovered it required a USB connection and not Bluetooth, so this is still to be followed up.</p>
108.25	<p><b>Highways Improvement Path B4069 – Signage – Cllr Watson</b> Councillors reviewed the requirement for signage along the B4069 between Langley Nurseries and Sutton Road as the LHFIFG has asked that the Parish Council contribute the sum of £240 towards their erection of two 'Pedestrians in Road' signs.</p>

	<p>The LHFIG will need the PC's decision before committing to do the work. Cllr Armor thought that more councillors should have a say in whether this was something the Parish Council should do so proposed that the decision be carried forward to the December PC meeting.</p> <p><b>ACTION:</b> Clerk to put on agenda for December meeting.</p>
<b>109.25</b>	<p><b>Footpaths &amp; Rights of Way (including Byway 34) – Cllr Sealy</b></p> <p>Cllr Sealy said that as there had been no Wiltshire Council support for some years regarding footpath / ROW maintenance there is increasing concern regarding how they are going to be maintained. The Plymouth Brethren have changed their Parish Council contact and have expressed continuing willingness to help with the byways' maintenance.</p> <p>Funds have not been set aside for ROW maintenance in previous years so the RFO asked councillors to consider what an appropriate budget would be as this should be included in the 3-year Plan to be reviewed next month. Landowners should be responsible for maintaining their stiles but the possibility of the Parish Council needing to make a stile safe should still be considered for inclusion.</p> <p><b>ACTION:</b> All councillors to include in their 3-year plan feedback to the RFO (see Minute 102.25 above)</p> <p>Cllr Sealy suggested that at the next PC meeting agreement should be reached on what needs to be done regularly and how can it be shared within the village, e.g., a party of volunteers. Any working party weekends could be publicised via the Community Engagement Programme via Cllr. Harrison-Jones.</p> <p><b>ACTION:</b> Clerk to put on agenda for December meeting.</p>
<b>110.25</b>	<p><b>Ongoing Maintenance Plan for Byway 34 / 24A – Cllr Sealy</b></p> <p>Covered by agenda item 109.25 above. It was noted that the new Grass Cutting Invitation to Tender included Byway Annual Care cover for the part of Byway 34 running from the bottom of Silver Street to Spinners Welle in Sutton Road.</p>
<b>111.75</b>	<p><b>KLimate Action and Community Orchard Update – Cllr Watson</b></p> <p>Cllr Watson reported that 14 trees had been planted on the previous Saturday with about 10 people helping. 5 more trees are still to come. He was still following up the possibility of a cluster of trees on Middle Common.</p> <p>The Thermal Camera had been advertised again in the Village Mag in preparation for winter and he had already received his first 'customer' of the year.</p> <p>The grass cutting contractors had reached the end of the season with the No Mow areas now having been cut. It had been noted that perhaps leaving these areas long for too long was preventing some native plants from coming through (fewer cowslips in one area had been noted)</p>
<b>112.25</b>	<p><b>Parish Council meeting dates for 2026 – Clerk</b></p> <p>Proposed dates for the 2026 Parish Council meetings had been circulated to councillors and checked with the Village Hall for availability.</p> <p>On a proposal by Cllr Armor seconded by Cllr Reynolds, <b>IT WAS RESOLVED</b> to confirm the 2026 Parish Council meeting dates as:</p> <ul style="list-style-type: none"> <li>Monday 12 January</li> <li>Monday 9 February</li> <li>Monday 9 March</li> <li>Monday 13 April</li> <li>Monday 11 May - Annual Meeting of the Parish Council</li> <li>Tuesday 19 May - Annual Parish Meeting (provisional)</li> <li>Monday 8 June</li> <li>Monday 13 July</li> <li>Monday 10 August (Summer meeting)</li> <li>Monday 14 September</li> <li>Monday 12 October</li> <li>Monday 9 November</li> <li>Monday 14 December</li> </ul>

113.25	<p><b>Correspondence sent / received.</b>  <b>Received:</b> None</p> <p><b>Contact Forms received via KLPC Website:</b> The Clerk had been contacted regarding the traffic lights at the A350 crossing that were still missing several weeks after they had been knocked down and subsequently removed. She had been in contact with Highways several times about this, but they had said they were waiting for parts from the manufacturers and traffic management would then need to be organised. The Clerk had queried whether temporary lights could be put in place in the meantime but had been told that if all the lights were missing then temporary lights would be in place however as there are other lights in working order in the area this was not considered necessary.</p>
114.25	<p><b>Exchange of information and Any Items for Consideration at Next Meeting</b></p> <p>Cllr Watson had noted a red Golf car parking outside the Union Chapel on the grasscrete near Cllr Armor’s house. It was suggested that a note could be left on the windscreen if it remains there any longer.</p> <p>A villager living near the bottom of Plough Lane had noted that an overhanging shrub made it difficult to cycle round the corner from Plough Lane towards Morrisons. Councillors agreed they had no objection to him cutting it back.</p> <p>Following the tree surgery on Middle Common outside the school a pile of logs had been left. Councillors agreed they should be left there as they can provide a habitat for a variety of wildlife rather than villagers removing them for burning.</p> <p>Cllr Armor said he had now fixed the fence on path from school to playing field with the stakes the parish council had purchased but that the fence needs a full renovation as it could still be a safety issue. All steps have failed in the past to contact the landowner and councillors questioned whether the Law Society could request that a solicitor could be obliged to follow up.</p> <p><b>ACTION:</b> Follow up was not allocated – carried forward to next meeting for further discussion.</p>

The next meeting of the Parish Council will be held on **Monday 8<sup>th</sup> December 2025 at 7:30 pm in the Committee Room at Kington Langley Village Hall, Church Road.**

**MEETING CLOSED AT 21:54.**