

**MINUTES OF THE MEETING OF KINGTON LANGLEY PARISH COUNCIL HELD ON  
MONDAY 13<sup>th</sup> OCTOBER 2025 IN THE COMMITTEE ROOM,  
KINGTON LANGLEY VILLAGE HALL COMMENCING AT 7:30 PM**

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

**Public Participation:** There was one member of the public.

**Report from Unitary Councillor - Cllr Howard Greenman**

Cllr Greenman reported that he was Deputy Chair of the Wiltshire Council committee responsible for the gypsy and traveller accommodation assessment (GTAA) and said there was quite a history of the proliferation of unauthorised sites. 100 new pitches need to be found on top of the July 2024 requirement.

The Wiltshire Local Plan is now in its second phase.

It was noted at the most recent Chippenham Community Area Parish Forum, that funding is urgently required for an ANPR to be installed to support villages adjacent to the B4049 towards the A420 who are suffering badly from burglaries by offenders coming across the county line. Affected Parish Councils in the area are willing to share costs to fund this in order get an ANPR installed as soon as possible. The local police are committed to taking data from ANPRs to follow up offenders.

<b>083.25</b>	<b>Apologies for absence</b> No apologies were received.
<b>084.25</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.
<b>085.25</b>	<b>Minutes – To approve minutes of the Parish Council meeting held on 8<sup>th</sup> September 2025</b> The draft minutes had been circulated to councillors. On a proposal from Cllr Reynolds, seconded by Cllr Pattemore, <b>IT WAS RESOLVED</b> to accept the minutes as a true record and they were signed by the Chair.
<b>086.25</b>	<b>Planning Applications – Clerk</b>  <b>New Applications for Consideration:</b> <b>PL/2025/07701 Upper Leaze House, Parkers Lane</b> – Notification of proposed works to trees in a conservation area. (Deadline for comments: 23Oct25) <b>PL/2025/07742 Manor House Cottage, Lower Common</b> – Notification of proposed works to trees in a conservation area. (Deadline for comments: 23Oct25) <b>PL/2025/07692 Willow Cottage, Church Lane</b> – Notification of proposed works to trees in a conservation area. (Deadline for comments: 23Oct25) Councillors had no objections to the three tree consent applications.  <b>PL/2025/07017 Tremain House, Church Lane</b> – Installation of solar panels positioned adjacent to garage. Erection of garden shed & greenhouse rear east garden area (Deadline for comments: 27Oct25) On a proposal by Cllr Lawer, seconded by Cllr Sealy, <b>IT WAS RESOLVED</b> to Support this application.  <b>Planning Updates:</b> None  <b>Wiltshire Council Decisions, Appeals and Enforcement Updates</b> PL/2025/06485 The Old Sawmill, Parkers Lane – Notification of proposed works to trees in a conservation area. (Wiltshire Council Decision: No Objection) PL/2025/05368 New Linden, Upper Common – Outbuilding multi-purpose use for grain storage, bedding for chickens, storing machinery/tools for field management (Wiltshire Council Decision: Approved)

087.25	<p><b>Finance - Report distributed to councillors – RFO</b></p> <p><b>a) To note transactions since last report dated 7 September 2025</b></p> <p><b>Receipts to Current Account:</b></p> <table border="1" data-bbox="300 282 1385 320"> <tr> <td>25 Sep</td> <td>Precept Part 2</td> <td>£13,070.00</td> </tr> </table> <p><b>Receipts to Deposit Account:</b></p> <table border="1" data-bbox="300 398 1385 470"> <tr> <td>9 Sep</td> <td>Interest</td> <td>£11.20</td> </tr> <tr> <td>9 Oct</td> <td>Interest</td> <td>£12.61</td> </tr> </table> <p><b>Payments from Current Account:</b></p> <table border="1" data-bbox="300 533 1385 571"> <tr> <td>26 Sep</td> <td>Bawdens – Inv 31087 5<sup>th</sup> cut</td> <td>£1,149.60</td> </tr> </table> <p><b>Debits from Current Account:</b></p> <table border="1" data-bbox="300 640 1385 678"> <tr> <td>16 Sep</td> <td>Lloyds Bank – service charge</td> <td>£4.25</td> </tr> </table> <p><b>Transfers Between Accounts:</b></p> <table border="1" data-bbox="300 741 1385 779"> <tr> <td>26 Sep</td> <td>Current (0218248) to Deposit (07020575)</td> <td>£11,400.00</td> </tr> </table> <p><b>b) To approve future payments to be made online:</b></p> <table border="1" data-bbox="300 848 1385 952"> <tr> <td>Online</td> <td>Bawdens – Inv 31188 6<sup>th</sup> cut</td> <td>£1,149.60</td> </tr> <tr> <td>Online</td> <td>KL VH Hall Hire Jul - Sep</td> <td>£21.60</td> </tr> <tr> <td>Online</td> <td>KL VH CIO Annual Grant Pt 2</td> <td>£725.00</td> </tr> </table> <p><b>c) To approve the October 25/26 Financial Report</b></p> <table border="1" data-bbox="300 1032 1385 1135"> <tr> <td>12 Oct</td> <td>KLPC Treasurers Account (Current)</td> <td>£148.13</td> </tr> <tr> <td>12 Oct</td> <td>KLPC Commercial Instant Access Account (Deposit)</td> <td>£31,662.60</td> </tr> <tr> <td></td> <td>Net balances as at 12 Oct 25</td> <td>£31,810.73</td> </tr> </table> <p>On a proposal by Cllr Sealy, seconded by Cllr Armor, <b>IT WAS RESOLVED</b> to approve the October 25/26 Finance Report including the staff salary and PAYE and other payments detailed therein.</p> <p><b>d) Half Year budget update</b></p> <p>The RFO had distributed a draft in advance of the meeting. Following discussion, on a proposal by Cllr Armor, seconded by Cllr Lawer, <b>IT WAS RESOLVED TO ADOPT</b> the 2<sup>nd</sup> quarter budget update.</p>	25 Sep	Precept Part 2	£13,070.00	9 Sep	Interest	£11.20	9 Oct	Interest	£12.61	26 Sep	Bawdens – Inv 31087 5 <sup>th</sup> cut	£1,149.60	16 Sep	Lloyds Bank – service charge	£4.25	26 Sep	Current (0218248) to Deposit (07020575)	£11,400.00	Online	Bawdens – Inv 31188 6 <sup>th</sup> cut	£1,149.60	Online	KL VH Hall Hire Jul - Sep	£21.60	Online	KL VH CIO Annual Grant Pt 2	£725.00	12 Oct	KLPC Treasurers Account (Current)	£148.13	12 Oct	KLPC Commercial Instant Access Account (Deposit)	£31,662.60		Net balances as at 12 Oct 25	£31,810.73
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088.25	<p><b>Chair's Report – Cllr Lawer</b></p> <p>The Chair had received an e-mail from a villager expressing concern about the state of the pavement and new entrance to the new houses being built at the top of Plough Hill across the road from Morrell Rise. The pathway work had not yet been completed, and it was important that the path was reinstated to allow mobility scooters, etc. to be able to cross there to pick up the millennium footpath on the other side of the road.</p> <p><b>ACTION:</b> Clerk to check with Highways how this was going to be monitored to a satisfactory conclusion.</p>																																				
089.25	<p><b>Clerk's Report and Matters Arising from previous meetings</b></p> <p><b>Clerk's Report:</b> The Clerk had received an e-mail from a villager asking whether the Parish Council would be prepared to request consideration of a 20-mph speed reduction in some parts of the village. Cllr Greenman pointed out that traffic calming measures might be mandated as a prerequisite for speed limit reductions which might not necessarily be the outcome that villagers would choose. Cllr. Harrison-Jones noted that this particular concern was also being raised in responses she had received so far from the Community Survey.</p> <p><b>ACTION:</b> Clerk to investigate what would be required in order to implement any speed limit reductions.</p>																																				

	<p><b>Matters Arising from 11<sup>th</sup> August Parish Council Meeting:</b></p> <p><b>071.25 ACTION:</b> The Clerk to put note in the village mag regarding parking on Registered Commons.  <b>Update:</b> The Clerk thought this would be better included in the Parish Council’s next report for the village Mag.  <b>ACTION:</b> Clerk to add to the Village Mag Monthly Report. <b>ITEM CLOSED.</b></p> <p><b>065.25 ACTION:</b> Cllr Lawer to write to Chris Clarke, Head of Local Highways, Wiltshire Council for clarification. <b>Update:</b> E-mail sent and an e-mail reply had been received from Chris Clarke saying he had delegated the task but no more has been heard.  <b>ACTION:</b> Clerk to follow up with whoever has taken on the follow up.</p> <p><b>065.25 ACTION:</b> Cllr Watson and Cllr Sealy to carry out the works to trees itemised in the tree survey as T5 and T6. <b>Update:</b> The councillors were waiting for the leaves to drop before carrying out the work.  <b>ACTION:</b> Carried forward to next meeting.</p> <p><b>065.25 ACTION:</b> Clerk to contact BT regarding overhead cables through the tree overhanging Myrtle Cottage on Upper Common. <b>Update:</b> The Clerk had contacted BT and had been given a reference number for monitoring updates. <b>ITEM CLOSED.</b></p> <p><b>Matters Arising from 8<sup>th</sup> September Parish Council Meeting:</b></p> <p><b>081.25 ACTION:</b> Cllr Tayler to check the pond regarding sighting of a golden carp-like fish. <b>Update:</b> On investigation, no fish meeting the description had been spotted in the pond and it was assumed that it had either died or been taken by a heron.  <b>ACTION:</b> Clerk to update villager. <b>ITEM CLOSED.</b></p> <p><b>082.25 ACTION:</b> Cllr Watson to contact villager who had suggested scarifying areas of Registered Commons to explain the Parish Council’s current position. <b>Update:</b> Cllr Watson has e-mailed villager. <b>ITEM CLOSED.</b></p>
090.25	<p><b>Highways / Parish Steward Update / Grass Cutting Contract update</b> –Cllr Pattermore / Clerk</p> <p><b>Highways / Parish Steward Update:</b>  Cllr Pattermore had received feedback from Highways saying that the drainage issue near the Grange where the large hole has been dug is classed as Lower Common and therefore not maintained by them.</p> <p>She had also received a Gully Service Report following the gully tanker visit.</p> <p><b>Grass Cutting Contract Update:</b>  Peter Giles had circulated a proposed draft Invitation to Tender to councillors together with comprehensive maps for prospective contractors wishing to bid for the next 3-year Grass Cutting Contract.</p> <p>He had reviewed all the cutting areas which in previous years had just been presented as a list and had done a significant amount of work using the software package Parish Online to show the many areas in the village that are included in the contract. He was thanked by councillors for making the contracted areas much clearer. Councillors reviewed each area in turn.</p> <p>Points raised were:</p> <ul style="list-style-type: none"> <li>• The area of Himalayan Balsam invasion by the Hit or Miss bus stop and up Days Lane to Shalou needs to be specified.</li> <li>• Cleaning the bus shelters was an anomaly and did not need to be part of the contract in future.</li> <li>• Minor changes were suggested to grass areas shown on the map.</li> </ul> <p>Following a proposal by Cllr Armor, seconded by Cllr Lawer, <b>IT WAS RESOLVED</b> to send out an Invitation to Tender within the next two/three weeks asking for returns before the December Parish Council meeting and for the Parish Council to award the contract in January.</p> <p><b>ACTION:</b> RFO to finalise the ITT.  <b>ACTION:</b> RFO to include the purchase of Parish Online in the November Finance item agenda for resolution.</p>

<p><b>091.25</b></p>	<p><b>Dislodged Manhole Cover on Upper Common – Clerk</b>  A manhole cover had recently been dislodged on Upper Common and a villager walking his dog had tripped over it.</p> <p>Immediate action was put in place to cover the hole with boards, erect warning flags and get in touch with both Wessex Water and Highways to establish ownership of the manhole. However, in spite of the fact that it gave access to storm drains, because it was further onto Upper Common than the width of the highways verge, Highways feedback was that it was the Parish Council's responsibility to resolve the problem.</p> <p>The Parish Steward had managed to put the manhole cover back in place but some new soil/turf around part of it is needed. An additional suggestion was that the Upper Common bench be positioned over the top of it.</p> <p><b>IT WAS RESOLVED</b> that the Parish Council would take responsibility for repairing the soil/turf and that Cllr Sealy would look into someone providing a concrete base round it for mounting the bench.</p> <p><b>ACTION:</b> Cllr Sealy to investigate and follow up making good the area around the cover and providing a concrete base for the bench.</p>
<p><b>092.25</b></p>	<p><b>Community Speedwatch Updates – Cllr Reynolds / Cllr Armor</b>  <b>Community Speedwatch Team:</b> Cllr Reynolds reported that the Speedwatch Team had been out for 2 ½ hours over 3 sessions. 459 cars had been recorded with 22 speeders noted, with 2 doing over 40 mph.</p> <p><b>Speed Indication Device Update:</b> Cllr Armor said he had experienced problems reporting SID data to the police. He was asked at what point the SIDs record their final data given the lights flash changing speeds as the devices are approached.</p> <p>The Clerk noted that Sutton Benger Parish Council have a lot of experience with their three SIDs and may be able to provide more information about how speeds are monitored and interfacing with the police. They have also already allocated funds to purchasing another SID.</p> <p>Cllr Armor suggested that as part of reducing speed through the village if two SIDs were installed they could flash warning signs when school children were entering and leaving the school. He believed it was possible to program the device to do this at specific times during the day.</p> <p><b>ACTION:</b> Cllr Armor to contact the Chair of SBPC regarding speed monitoring and whether any reduction in cost might be gained if both councils purchase their SIDs together.</p>
<p><b>093.25</b></p>	<p><b>Footpaths &amp; Rights of Way (including Byway 34) – Cllr Sealy</b>  Cllr Sealy said there was quite a bit of work to do on Byway 34A. He had cut back a fallen tree on Byway 34. Following the late autumn this year the leaves are still green, but more trimming will be done in the next few weeks.</p> <p>Cllr Harrison-Jones said that the wooden supports on the little footbridge at the bottom of Silver Street need repairing.</p> <p><b>ACTION:</b> Cllr Sealy to review.</p> <p>The Clerk asked about all the potholes on the path outside Church Farm which was used by visitors to the church and by the school. The whole area, which is part of Middle Common, ideally needs resurfacing.</p> <p><b>ACTION:</b> Cllr Sealy / Cllr Pattermore to review whether any more can be done by the Parish Steward.</p>
<p><b>094.75</b></p>	<p><b>KLimate Change and Community Orchard Update – Cllr Watson</b>  Cllr Watson reported that the Thermal Camera Scheme would start again in November.</p> <p>He had written to the villagers living adjacent to Lower Common asking for their views on planting trees in front of their house on Lower Common.</p> <p>He also proposed an initiative for planting trees on Middle Common but agreed that villagers would need to be supportive, including the Scarecrows Committee, as this would be a significant change to the look of the area.</p> <p><b>Community orchard:</b> More trees were arriving shortly. Following his request for donations for deer protection, a potential donor has come forward.</p>

095.25	<p><b>Community Engagement Update</b> - Cllr Harrison-Jones</p> <p>Cllr Harrison-Jones said the Community Survey was still open and she had received 70 responses already from a really good mix of people with varying lengths of time of living in the village. She would be reporting the results at the next meeting but noted that about 50% of responders say they don't know how to get in touch with the Parish Council.</p> <p><b>ACTION:</b> Cllr Harrison-Jones to provide feedback to the November meeting.</p>
096.25	<p><b>Correspondence sent / received.</b></p> <p><b>Received:</b></p> <ul style="list-style-type: none"> <li>• Email from villager regarding incident at Upper Common with exposed manhole (covered by agenda item 091.25 above)</li> </ul> <p><b>Contact Forms received via KLPC Website:</b></p> <ul style="list-style-type: none"> <li>• Email from villager requesting consideration of a 20-mph speed reduction in some parts of the village (covered in Clerk's Report Minute 089.25 above).</li> </ul>
097.25	<p><b>Exchange of information and Any Items for Consideration at Next Meeting</b></p> <ul style="list-style-type: none"> <li>• Cllr Pattermore said that a traffic light at the A350 crossroads had been knocked over and removed but not replaced. It was the main light that showed traffic when to turn right into Kington Langley.</li> <li>• Cllr Pattermore said she was still pursuing getting the landowner / tenant to sort out the remaining potential flooding issue at the bottom of Plough Hill now that Highways had completed their work, but it was proving difficult to establish who was responsible.</li> <li>• The Parish Steward had filled in the main holes along the millennium footpath with the right compound to withstand frost. Cllrs were asked to let her know of any holes they thought still needed attention.</li> <li>• Cllr Armor said that following the adoption of the KLPC IT Policy, a backup website administrator would need to be put in place. The Clerk said in the interests of continuity she was willing to take over the backup role. <b>ACTION:</b> Cllr Armor / Clerk to organise a familiarisation programme.</li> <li>• Cllr Armor said the school had agreed to put out an e-mail to parents regarding parking but they hadn't commented about the Parish Council putting No Parking signs in front of Union Chapel at the start of every term, nor whether they would put their floodlights on a timer. <b>ACTION:</b> Cllr Armor to follow up the outstanding queries.</li> <li>• Cllr Harrison-Jones said that the report of the gully tanker work opposite Cradley had noted that the ditch could do with being cleared alongside Willow House. However, it was unclear what needed to be done or whether it might cause surface water back up problems toward Silver Street.</li> </ul>

The next meeting of the Parish Council will be held on **Monday 10<sup>th</sup> November 2025 at 7:30 pm in the Committee Room at Kington Langley Village Hall, Church Road.**

**MEETING CLOSED AT 21:42.**