

**MINUTES OF THE MEETING OF KINGTON LANGLEY PARISH COUNCIL
HELD ON MONDAY 11 DECEMBER 2023 IN THE COMMITTEE ROOM, KINGTON
LANGLEY VILLAGE HALL COMMENCING AT 7:30 PM**

Present: Cllr G Trickey (Chair), Cllr. Armor, Cllr Lawer, Cllr Pattemore, Cllr. Sealy, Cllr Tayler, Cllr Watson, Mrs. Sue Hart (Clerk), Peter Giles (RFO)

Public Participation

No members of the public attended the meeting.

Unitary Councillor Update – Cllr Howard Greenman had tendered his apologies as he was unable to attend.

105.23	Apologies for absence: Apologies for absence were received from Cllr Lindi Reynolds (bereavement) On a proposal from Cllr Trickey, seconded by Cllr. Pattemore, IT WAS RESOLVED to accept the councillor's apologies.
106.23	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. Cllr Armor declared a personal Interest in the planning application for Limetree Farm and abstained from the discussions and vote.
107.23	Minutes – To approve minutes of the Parish Council meeting held on 13 November 2023 On a proposal from Cllr Trickey, seconded by Cllr. Lawer, IT WAS RESOLVED to accept the minutes as a true record.
108.23	Planning Applications - Clerk New Applications for Consideration: PL/2023/08171 Limetree Farm, Middle Common – Retrospective permission for erection of shed to store essential machinery and tools for ongoing maintenance of private vineyard (Deadline for Parish Council comments extended to 12Dec23) On a proposal from Cllr Lawer, seconded by Cllr. Pattemore, IT WAS RESOLVED to Support the application. PL/2023/09097 Chapel Ground, Church Lane – Proposed additional 4 roof lights to front of property (Deadline for Parish Council comments extended to 12Dec23) On a proposal from Cllr Sealy, seconded by Cllr. Trickey, IT WAS RESOLVED to Support the application. PL/2023/10247 Willow Cottage, Church Lane - Proposed works to trees in conservation area. Deadline: 22 Dec 23 Councillors had no objection to this application. New Applications – Information Only: PL/2023/09883 Brightside, Middle Common - Proposed works to trees in conservation area. Decision: Awaited (Info only – past deadline of 8Dec23) Planning Updates: None Wiltshire Council Decisions, Appeals and Enforcement Updates: Decisions: PL/2023/08594 The Glen, Ashes Lane - Proposed works to trees in conservation area. Decision: No Objection PL/2023/08595 The Barn, Ashes Lane - Proposed works to trees in conservation area. Decision: No Objection PL/2023/08633 – 3 Fairleigh Rise – Replacement Front and Rear External Doors Decision: Approve with Conditions

109.23	Chair's Report Cllr Trickey had nothing to report.
110.23	Clerk's Report and Matters Arising from 13 November 23 Parish Council meeting. Clerk's Report: The Clerk said that the dates for next year's Parish Council meetings had now been announced in the Village Magazine. However, there were some changes that needed to be made to the agreed dates: • 12 February 24: The Clerk would not be available on Monday 12 February. Councillors decided it would be better to change the date. ACTION: Clerk to check alternative dates with Village Hall Bookings Clerk. • 21 May 24 Annual Parish Meeting: This date may be subject to change dependant on the final decision for the format of the meeting. • 7 October 24: The Village Hall Bookings Clerk had picked up that the October meeting was on the 1st rather than 2nd Monday of the month therefore the date needed to be changed from Monday 7th to Monday 14th October. The Clerk had confirmed the new date with the Village Hall Bookings Clerk. ACTION: Clerk to update the Village Mag once the new dates had been resolved. Matters Arising: 033.23 Correspondence sent / received Overgrown hedge near the bottom of Silver Street. The Clerk had e-mailed councillors with pictures of the substantial work SSEN had done to clear the tall shrub (tree) down to a level which should now be maintainable without getting anywhere near the power cables. As the shrubs are maintained by the Housing Association she would be contacting them to ask them to add the shrub to their list. ITEM CLOSED 072.23 Exchange of information and Any Items for Consideration at Next Meeting. Cllr Tayler had received waders donated by a villager. The Clerk had written a letter of thanks. ITEM CLOSED 077.23 Chair's Report - A350 Bus Stop - Rough Sleeper The rough sleeper is now back. At the last meeting it was suggested that the Clerk should monitor and she confirmed that the rough sleeper is now very much in residence again and accumulating bottles, etc. She had not yet followed up with the PCC as Wiltshire Council has already said they would not get involved again if the Parish Council were not prepared to board up the shelter. Cllr Trickey said the matter was still a police issue so it was agreed this should still be raised with the PCC. ACTION: Clerk to draft letter. 087.23 Exchange of information and Any Items for Consideration at Next Meeting (Annual Parish Meeting) Cllr Sealy was coordinating ideas on whether a different format for the Annual Parish Meeting could be considered in order to encourage more villagers to come along. Cllr Sealy said the villagers he had already discussed this with are generally not that interested in attending meetings. The idea of a less formal meeting, making it more of a social occasion and taking the opportunity to use the event to welcome newcomers to the village was supported. The owners of The Stables in Ashes Lane have offered to host the event at the Stud Barn. Suggestions included local organisations having stands or posters instead of the usual presentations, getting the mobile maypole there to encourage children and parents and asking the headmistress to attend in order to meet any parents who were new to the village. Refreshments could be provided by asking villagers or village businesses for donations of food and wine. The suggestions received warm support from councillors and will be discussed more formally at the January meeting. ACTION: Clerk to add to Agenda for next meeting. 097.23 Dennis Gill's Legacy Cllr Trickey and Cllr Armor to follow up the order and suitable signage. ACTION: Carried forward to next meeting. 098.23 Re-allocation of Responsibilities for Clerk and Responsible Financial Officer – Cllr Trickey Cllr Trickey to write to Dr Peter Giles confirming the appointment once the charitable donation had been established (to be covered later in the meeting). ITEM CLOSED 099.23 Appointment of Internal Auditor – Cllr Trickey

	Cllr Trickey had written to Mr Chris Timbrell confirming the appointment. ITEM CLOSED 103.23 Correspondence sent / received: Flooding in the Village. Participation in the Operational Flood Working Group North. ACTION: Clerk - carried forward to next meeting. Flooding Issue at Moors Close. Highways had investigated issues raised by the villager but say that the ‘ponding’ does not meet the requirements for an emergency attendance (which are, for information, internal property flooding or on a high-speed road) so will be picked up as part of their programmed maintenance. The drain at the rear of the property in question was noted as a sewer asset hence the responsibility of Wessex Water. Following the Clerk’s feedback, the villager noted they have two drains in their back garden but as this is within a property this is a matter for the owners to take up with Wessex Water. ITEM CLOSED Supplementary: Highways also said the Parish Steward has now finished shadowing another steward so was now out on his own in the parishes. Cllr Pattemore reported he had already introduced himself and she had driven round the village with him to point out the main areas for attention.												
111.23	Community Speedwatch and Speed Indication Device Updates - Cllr Trickey Community Speedwatch report. There was no Community Speedwatch Report for November. Middle Common Speed Indication Device Update: Cllr Trickey noted that there had been a slight (1 mph) decrease in both directions of the 85-percentile speed. Other data points remained typical.												
112.23	Footpaths & Rights of Way Update - Cllr Sealy Cllr Sealy has contacted Kin House to follow up clearing KLAN11 and there were several byway clearing actions in the vicinity that needed to be picked up in 2024 when the weather improved. A new Operations Manager is now in place and dates have been proposed for reviewing this in January 2024. There is another tree down on Byway 34 – the landowner has agreed to clear it.												
113.23	KLimate Change - Cllr Watson Cllr Watson said that two people are waiting for a thermal imaging camera survey but he had heard no more from Sutton Benger. Everything was quiet on the No Mow front so there was nothing else to report.												
114.23	Finance Report – Responsible Financial Officer (Dr Peter Giles) (a) To note receipts since last report on 13 November 2023: Receipts (to Deposit Account): <table><tr><td>None</td><td></td><td></td></tr></table> Direct Debits made from Current Account: <table><tr><td>None</td><td></td><td></td></tr></table> Transfers from Deposit Account: <table><tr><td>None</td><td></td><td></td></tr></table> Receipts (to Deposit Account): <table><tr><td>9 Dec 23</td><td>December interest (not yet recorded)</td><td>£0.00</td></tr></table> (b) To approve payments since last meeting: There were no payments to record. Defibrillator Account – There were no payments or receipts.	None			None			None			9 Dec 23	December interest (not yet recorded)	£0.00
None													
None													
None													
9 Dec 23	December interest (not yet recorded)	£0.00											

(c) To review bank account balances on 10 December 2023

Current Account 0218248	£6,862.67
Deposit account No. 7020575	£14,553.12
Total	£21,415.79
Defib Account 6150356	£712.60

On a proposal by Cllr Trickey, seconded by Cllr Watson, **IT WAS RESOLVED** that the Financial Report be approved.

(d) To ratify the purchase of a laptop computer with insurance cover as agreed in Minute 100.23 (13 November 23)

25 Nov 23	MacBook Air 13.6 M2 (£900 + VAT £180)	£1,080.00
25 Nov 23	AppleCare 1-year support	£69.99

On a proposal by Cllr Sealy, seconded by Cllr Lawer, **IT WAS RESOLVED** that purchase of the Macbook Air computer and support be ratified.

(e) To resolve to increase the Clerk's salary in line with the National Joint Council local government increase in pay scale with effect from April 2023 (including payment of the additional salary from April 2023 – back pay)

On a proposal by Cllr Armor, seconded by Cllr Sealy, **IT WAS RESOLVED** that clerk's salary increase should be approved.

(f) To resolve on the annual RFO charitable donation as agreed in Minute 098.23 (13 November 23)

On a proposal by Cllr Trickey, seconded by Cllr Armor, **IT WAS RESOLVED** that provision of an annual RFO charitable donation be ratified.

(g) To review 2023/24 third quarter budget

The third quarter budget had been circulated to councillors. There were no changes proposed.

On a proposal by Cllr Trickey, seconded by Cllr Lawer, **IT WAS RESOLVED** that the third quarter budget be Approved.

(h) To agree the 2024/25 Precept

An outline draft budget for 2024/25 had been circulated to councillors which would provide input to the Wiltshire Council precept submission. Main points were consideration of how to fund the defibrillator maintenance when it was due for renewal as this was a new expense not previously covered by the Parish Council. The Chair's Allowance had been provisionally raised to allow for more expenditure on the Annual Parish Meeting although it was hoped some APM costs could be funded by villagers' donations. A project budget had been set aside and Cllr Trickey said projects could include contribution to the cost of traffic management signs by Kin House, the cost of any work needed to maintain the byways and / or general maintenance of the Millennium footpath. Any councillors', Clerk or RFO expenses were contained within this budget.

Peter Giles had not yet received any communication from Wiltshire Council inviting parishes to submit their input so this can be further reviewed at the January Parish Council meeting. Councillors felt that, given the current inflationary climate and the fact that there were few significant commitments for 2024/5, a higher level of precept should be adopted to avoid a sharp increase in subsequent years.

On a proposal by Cllr Armor, seconded by Cllr Sealy, **IT WAS RESOLVED** to increase the precept to 6% for the financial year 2024/25.

	Received: - E-mail from a villager saying her son was planning to organise a litter pick on 9th December as part of his Duke of Edinburgh award to support the village and checked whether she could go ahead with an advert in the village mag. The Clerk has heard that the event had been worthwhile: 6-7 bags of rubbish had been collected, mainly along the back of the playing field and down the end of Days Lane. They might plan to do another one but had asked whether this would be covered on the Parish Council insurance. The RFO said that any activity on the playing fields would be covered by the Village Hall insurance but councillors said that anything further round the village would not be as it was a voluntary activity rather than work done at the request of the Parish Council. ACTION: Clerk to write to the young villager commending him on his initiative and the success of the project. - E-mail from villager saying that Moors Close was experiencing water flow as a result of a blocked ditch on Plough Lane. The tree that fell down in October was also still at the side of the road. The Clerk had e-mailed Highways to ask them to investigate whether they can resolve the problem or whether a landowner needs to be contacted.
116.23	Exchange of information and Any Items for Consideration at Next Meeting Cllr Armor said that the owner of Church Farm had very kindly agreed to pay for the cost of the Christmas Tree this year. ACTION: Clerk to write a letter of thanks. Cllr Pattemore asked why the temporary fencing still need to be kept along Church Lane as the change to the entrance was assumed to have been completed.

NOTE: NEXT PARISH COUNCIL MEETING DATE

The next meeting of the Parish Council will be held on **Monday 8th January 2024 at 7:30 pm in the Committee Room at Kington Langley Village Hall, Church Road**

MEETING CLOSED AT 20:55 pm