# Collingbourne Kingston Parish Council Minutes

Minutes of Meeting of the Parish Council, held in the CKVH on **January 7th, 2026,** at 18:30pm.

**PRESENT:** Richard SEMPLE (chair), Tim KEIGHLEY (Deputy Chair), Philip PALMER (Clerk), Baz GARDNER, Steve LATHAM, and Pennie WASELL.

## 1. WELCOME

Councilor SEMPLE (Chair), chair, opened the meeting and declared that it was quorate.

## 2. APOLOGIES

There were apologies for non attendance from Councillor Mark ECKERSLEY who is in New Zealand on family business, and Councillor Chris WILLIAMS who had a full council meeting and LHFIG meeting this day.

## 3. PUBLIC ACCESS TO THE MEETING

No members of the public were present.

## 4. MINUTES

The minutes of the meeting on December 10th 2025 were adopted and signed, and the actions sheet reviewed. Concerning the actions the clerk had re-drafted the Asset of Community value forms and submitted them to Councillor Richard SEMPLE. The clerk had today circulated prior to the meeting a copy of an article taken from the February 2026 edition of Country Living magazine regarding a village that had experienced a similar situation, and a photo of the Three Horseshoes Inn at Stibb Green Burbage, derelict for the last 8 years and now subject to a planning application to convert into a single story dwelling involving some demolition.

## 5. Adjournment for written Report from Chris WILLIAMs, WC Councillor for Ludgershall and Rural North.

Although not in attendance, Councillor WILLIAMS sent this written report.

**Wiltshire Councillor Report Jan 2026**

Nothing to report from December but on Wednesday 7 January I attended an extraordinary meeting of Full Council.

The main item was to consider proposals relating to the finances of the potential future plans for St Stephens Multi-storey car park in Trowbridge; however, capital funding was not agreed to proceed with the council's intention to transfer the freehold. The council will now have to consider what are the next steps to take.

Other items considered on the agenda were the Introduction of a council tax second homes premium, extension of the council tax long term empty homes premium and Fees and Charges Framework for the following financial year. The first was not approved, the second approved after a friendly amendment was accepted by the administration and council fees and charges would in the main go up by the rate of inflation in line with the CPI

Christopher Williams
Wiltshire Councillor for Ludgershall North & Rural

## 6. Disclosures of Interests

There were none.

## 7. Planning Matters

There were no planning matters.

## 8. Parish Steward

The clerk stated that the Parish Steward didn't visit on 5/1/2026 as scheduled in the timetable due to deployment on potholes and gritting across the county. The clerk appealed for taskings for his next visit on 2/2/2026.

## 9. Asset of the Community Application- Barleycorn Inn

There was a general discussion about this subject and it was agreed that whilst the Parish Council would make the application there was no appetite on behalf of the Parish Council to run the Barleycorn Inn. **ACTION: Councillor SEMPLE to review the draft forms sent by the clerk on 14/12/2025, and if content advise the clerk who will submit them.**

## 10. Traffic and Road Safety Report

Councillor KEIGHLEY stated that there was little to report, except that the 30mph lights were still not working. He has supplied photographic evidence which Rhiann SURGENOR, the Highways Officer, who has accepted and agrees that there is a problem but has no solution. The activities of the CSW have been limited recently by the inclement weather.
Councillor SEMPLE stated that he had just been to the LHFIG meeting and raised the issues of the gulley in Aughton, the missing bollard, and the 30mph lights with them. He advised that the footpath around the church is to be re-surfaced, and the Collingbourne Ducis roundabout is awaiting Wiltshire Council approval later this month or next at a cost of £34,000. The work at the church bends has been delayed because one of the curb stones has been dislodged by an HGV. The curbstones were the wrong type in any event and the correct ones have been ordered and arrived. The LHFIG have £28,000 of the 2025/2026 budget left to be spent before the year end in March. The LHFIG have recommended the use of the 'My Wilts App' to report potholes and road issues. The LHFIG also announced that they will be re-surfacing the path next to the road around St Mary's Church in due course.

## 11. Footpaths

The clerk announced that all of the gates for the Dave RICHARDS field have been reordered. The gates for the Hosier land have been received by WHEELERs and collected by Jon COULING but the weather is against their installation currently. Councillor WASSELL asked if the gate by Dean Farm House could be changed and also queried if the footpath access via the front garden of Dean Farm House was the correct way to access the footbridge over the Bourne. It was confirmed that it is.

**ACTION: Clerk to supply a copy of the footpath map to Councillor WASSELL who intends to promote them in her Courier articles.**

**ACTION: Clerk to contact Nigel BRAYBROOK with regard to the footpath signs he holds.**

## 12. RFO report

a. ***Account Balances***. The clerk gave the balances on the accounts as Treasurers working account £435.25 and Deposit account £26,351.28 which includes the £3,500 Area Board grant and the £1,272 grant from the Francis Wilson Trust Fund for the fence project.
b. ***Authorisation of payments made***. The flowing payments were authorised by Councillor KEIGHLEY and Councillor GARDNER.
The following payments have been paid since last meeting and the councillors will resolve that that they are paid retrospectively.

| DATE | EXPENSE | DEBIT |
|---|---|---|
| *1/12/2025* | *HMRC* | *£64.60* |
| *1/12/2025* | *BT Group (Village Hall Broadband)* | *£34.96* |
| *1/12/2025* | *Clerks Salary* | *£262.06* |
| *4/12/2025* | *HP Instant Ink Subscription* | *£6.49* |
| *8/12/2025* | *Bawdens Ground Maintenance* | *£205.96* |
| *15/12/2025* | *Hills waste solutions* | *£44.59* |
| *16/12/2025* | *Lloyds Bank Service Charge* | *£4.25* |
| *30/12/2025* | *Clerks salary* | *£262.06* |
| *30/12/2025* | *HMRC* | *£64.60* |
| *30/12/2025* | *BT Group* | *£34.96* |

The following credits have been received since the last meeting

| DATE | REMITTER | CREDIT |
|---|---|---|
| *31/12/2025* | *Francis Wilson Trust Fund* | *£1,272.00* |

The following transfers have been made since the last meeting.

| DATE | DETAIL | AMOUNT |
|---|---|---|
| *1/12/2025* | *Transfer to Deposit* | *£500.00* |
| *8/12/2025* | *Transfer to Deposit* | *£500.00* |

c. ***Sign off bank statements and reconciliations.*** Bank statements to the end of December 2025 were signed off by Councillor SEMPLE.
d. ***Rec fencing project.*** The funds from the Frances Wilson Trust have been received. Chris WHEELER Construction Ltd was chased for a start date on 6/1/2026 and promised to come back with one in time for this meeting. Nothing heard yet. No alternative contractor contacted yet to the holiday period. Chris WHEELER has been made aware that the Parish Council is on the cusp of awarding the contract to the next contractor in the tender process.
e. ***Clerks overdue Annual Performance Appraisal***. This was due in November and is now overdue. The NALC pay increase will be announced in the Spring. Councillor SEMPLE stated that he was away for a week and would deal with this on his return and the increases accordingly.
f. ***Precept Bid***. At the last meeting the clerk raised the issue of the precept following the presentation and acceptance of the budget for 2026/2027. That was based on a precept of £16,000, however in the resulting discussion it was suggested that this sum be increased by 10%. A resolution for this increase to £17,500 was proposed by Councillor GARDNER and seconded by Councillor KEIGHLEY at the meeting on December 10th 2025. The effect of this

on the Band D Council Tax was requested by the Chair. This was calculated and circulated by email on 14/12/2025 and is repeated below:

| | £16,000 | £17,500 |
|---|---|---|
| **2025/2026** | **£69.41** | **-** |
| **2026/2027** | **£69.23** | **£75.74** |
| **% + or -** | **- 0.23%** | **+9.12%** |

The papers for a precept bid in the sum of £17,500 were completed completed by Councillor SEMPLE. **ACTION: Clerk to submit precept bid before the deadline on 202/1/2026.**

**13. Update from Councillor LATHAM as to the progress of the Village Design Statement using AI**

Councillor LATHAM stated that he would have down time following his knee surgery on 30/1/2026 when he proposes to work on this by collating the work previously sent to him and determining what is left to do within the deadline set of March 2026.

**14. Clerks Report**

a. ***War Memorial cleaning.*** Permission has been granted for this by St Mary's PCC, and a quote has been requested from Grave Concerns. They have hinted that the proposal may be contentious with the Commonwealth War Graves Commission. Further on this awaited from Grave Concerns.

b. ***A338 closure.*** Commencing on 2/3/2026 the A338 will be closed between Ducis and Kingston to allow WC to carry out 'reactive patching' and other associated works. The diversion is via Burbage, Pewsey, Manningford, Woodbridge, Upavon, and Everleigh.

c. ***Mole infestation***. The Rec has an active mole infestation currently, with mole hills and a network of tunnels across the entire Rec. The tunnels will eventually collapse and render the Rec extremely uneven to walk on presenting a hazard to users. **ACTION: Clerk to carry out a tender process in fast time with local pest controllers and to report back to the Parish Council.**

d. ***Power to Barleycorn Inn Defib.*** The clerk has supplied photographic evidence that the power supply to the defib was switched off certainly on 31/12/2025, and most likely it has been since the pub closed. Councillor KEIGHLEY has facilitated contact with Tom ROBINSON the former publican and arranged for it to be turned on. This has been confirmed by the clerk on 6/1/2026 who has further photographic evidence thereof.

**15. AoB**

The clerk raised the issues of the use of salt from the salt bins by parishioners and has supplied some guidance in the form of a wording to be included in the next Courier submission as to how to use the salt responsibly.

The clerk advised that Hills have alleged that the bin has not been presented on two occasions during December for which the Parish Council is to be charged. The clerk has argued the case with evidence from Milke HOLT of Auto Valeting Services who contradicts this. Consequently no charge is to levied. In future Mike HOLT will photograph the bin on each presentation so the photographs metadata can be used as evidence of presentation in the event of any future such claim.

The clerk sought confirmation from Councillor LATHAM as to whether the Domain Name invoice submitted is for reimbursement or payment. Councillor LATHAM stated that its was reimbursement and will supply his account co-ordinates.
Councillor KEIGHLEY raised the issue of the Village Hall Wi-Fi being paid for by the Parish Council. He has asked Val PATRICK if she knows why. She doesn't and has referred it to her husband Chris PATRICK. It was the consensus that most likely because historically the Parish Council had needed Wi-Fi at the village hall for their meetings and in the absence of any had arranged and paid for a supply.

**16. DONM**

11/2/2026 at 18:30 Meeting closed at 19:16

Signed by the Chairman on behalf of the Parish Council