Collingbourne Kingston Parish Council Minutes

Minutes of Meeting of the Parish Council, held in the CKVH on **March 11th, 2026,** at 18:30pm.

PRESENT: Richard SEMPLE (chair), Tim KEIGHLEY (Deputy Chair), Philip PALMER (Clerk), Steve, LATHASM, Baz GARDNER, Mark ECKERSLEY, Pennie WASSELL, and Chris WILLIAMS (WC Councillor for Ludgershall and Rural North.)

1. WELCOME

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

2. APOLOGIES

There were no apologies for non attendance.

Adjournement for Chris WILLIAMS WC Councillor for Ludgershall and Rural North

Wiltshire Council approved its budget for 2026/27 at Full Council on 24th February. This was the first budget to be proposed by the current administration and approved a 2.99% general Council Tax increase, plus a 2% Adult Social Care levy. The Band D rate for 2026/27 will be £1981.15, an increase of £1.81 per week.

The budget included amendments to ensure that the Purton and Lower Compton HRCs would remain open for now, grants maintained for community transport including the Link Scheme, introducing a line rental scheme which will allow the council to charge utilities companies for working on some main roads. It also agreed to pause the capital scheme for the proposed Melksham Bypass and use that money to part fund the highway investment. There will be a delay to the proposed changes to the Parish Emergency Assistance Scheme (PEAS), which provides flooding resilience equipment such as gel sacks and tabards will be delayed and the empty homes council tax premium savings would be removed as there was no clear way to deliver it. There will be an increase to parking charges including changing to normal parking charges on a Sunday as per weekday, and to extend the hours of charging from 8am-6pm to 7am-7pm. Three weekly bin collections will be introduced next year along with weekly food waste collection.

An alternative budget was put forward by the Conservatives which would have incorporated two amendments from the Reform Group, but this was voted down as the Independent and Labour Councillors decided the Lib Dem approach was better for Wiltshire though the budget did incorporate several Conservative ideas as last-minute amendments.

There are two events planned for later in the year,

Digital Inclusion sessions – Provisional date is Wednesday 20th May, 1pm-3.30pm at Tidworth Library

HWB event – Monday 1st June 2026, 10.00am – 12.00 noon at Ludgershall Memorial Hall.

3. PUBLIC ACCESS TO THE MEETING

No members of the public were present.

4. MINUTES

The minutes of the meeting on February 11th 2026 were adopted and signed, there were no actions arising from them to be reviewed.

5. Disclosures of Interests.

There were no disclosures of any interests.

6. Planning matters

There were no planning matters to be considered.

7. Chairmans Report

The Chair stated that had three matters to highlight.

The first was the Gates for Stiles project, which he stated looked great so far and had really improved the access on CKIN9 up to the Fairmile, and towards Aughton on CKIN1D.

Secondly he stated that the proposed changes in the delivery of the PEAS assistance for foul weather may mean that the Parish has to buy its own salt in future.

Finally he commended the Village Hall Committee for the recent 'Pub Night' event on February 21st 2026. There is to be another on April 18th 2026. He stated that the VH Committee had made it plain that if the pub reopens they do not intend to be in competition with them and pub nights would cease. A discussion ensued as to the virtues of establishing a joint Parish Council/Village Hall Social Committee for better liaison on future joint events. The council was in agreement with this proposal. It was also discussed whether an event could be put on in May/June. It was agreed that this would leave too little time to get organised, and that the matter should have been considered in October/November. Councillor ECKERSLEY stated that there was appetite for Collingbourne Kingston to participate in the Collingbourne Ducis Christmas Brunch in exchange for a financial contribution to it and manpower to assist with the logistics.

ACTIONS: Councillor's KEIGHLEY and GARDNER to form a joint Parish Council/Village Hall Social Committee with two members of the VH Committee to be nominated.

Councillor ECKERSLEY to establish contact with the CD Christmas Brunch organisers.

Councillor LATHAM to recruit to two members of the VH Committee for the joint Parish Council/Village Hall Social Committee

8. Policies

The clerk had identified policies that needed updating or were absent from the Parish Council Policy portfolio, and had updated and or drafted where necessary and pre-circulated them for councillors to read. He then made the case of each policy.

The must have policies were:

- Publication Scheme – A must have for audit compliance
- Standing Orders – Out of date due to the Procurement Act 2025
- Financial Regulations – Also out of date
- IT Policy- A must have to be compliant with the new AGAR Assertion 10

The Parish Council should have the following policies for best practice,

- Training Policy
- Community Engagement Policy
- Grants Policy
- Recruitment Policy and Procedures

A lively discussion ensued as to whether the Parish Council was 'big enough' to warrant so many policies. The clerk gave examples of why each policy was required:

Grants Policy- referring to recent experience in making a grant to the Barleycorn Inn for D-Day,

Recruitment Policy- by referring to his own recruitment, the 'difficulties' in recruiting experienced by Everleigh recently, and the 18 months being allowed for the recruitment process by C. Ducis to find Philip GILLS replacement when he retires,

Community Engagement Policy-the fact that so few members of the public engage with the Parish Council warrants a Community Engagement policy to stimulate public interest.

Training Policy- A recent audit by the clerk has revealed that not one councillor has received any informal or formal training to be able to competently discharge their role. The clerk pointed out that he was there to advise but that the councillors bear the liability.

The clerk finished by making the point that he had been sent on some expensive training, which had highlighted these issues and it would make no sense for the Parish Council to disregard what he had learned.

RESOLUTION: Councillor WASSELL proposed that the must have policies be adopted, this was seconded by Councillor LATHAM.

She went on the state that the size of the Parish Council wasn't a factor more that it is a requirement for Parish Councils to have these policies. It was agreed that councillors would re-consider the best practice policies for the next meeting .

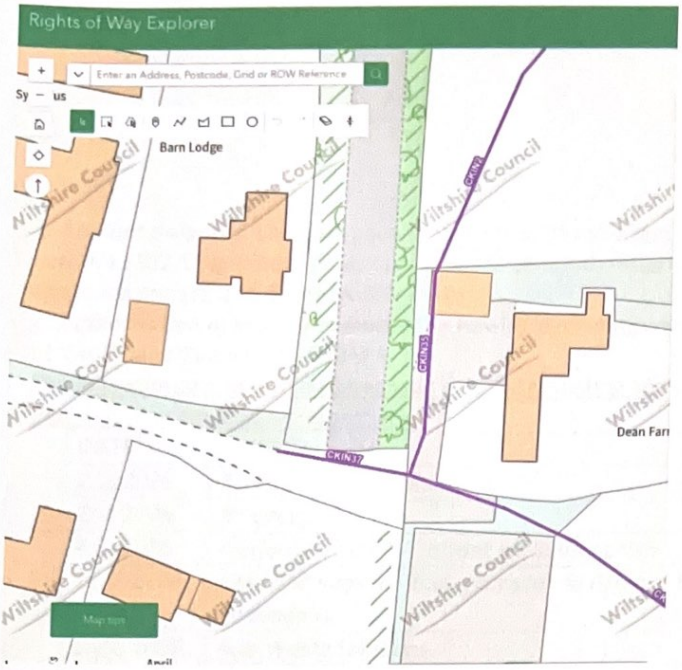
9. Footpaths and Fence Project

The clerk stated that the Hosier gates had all been installed on CKIN9 and CKIN1D, the gates to be installed on CKIN1D by Saddletree House/Ham Close and the junction with CKIN1D and CKIN 36 on the eastern side of the Brunton footbridge remain outstanding. He also mentioned that no invoice or interim invoice has been submitted by Chris WHEELER CONSTRUCTION LTD for the work already undertaken or the cost of the gates supplied. Also the weather has been drier of late and no date has been fixed yet for the fencing work at the Rec.

Councillor SEMPLE asked if the council was minded to do a phase 2 of installations and if so what stiles would be earmarked for replacement. The clerk suggested the stile where CKIN35 meets CKIN 36 adjacent to Dean Farm House.

A discussion then ensued after Councillor WASSELL stated that she has spoken to Sue KERNICK regarding the permissive path on the railway line. In essence Sue KERNICK asserted that walkers using CKIN35 and CKIN2 to Waglands Farm also have her permission to walk across Shermans Field and onto the railway line. This is the disputed use of the CKIN35 footpath. Councillor KEIGHLEY read out communication that he had received from the occupant of Dean Farm House pointing out that CKIN35 could only be used if the walkers intent was to go onto to use CKIN2, and could not be used as a means to bypass the correct entrance to the railway line. Councillor WASSELL asked council permission to publish the

KEIGHLEY and GARDNER vetoed this course of action so as to not inflame matters further.



Councillor ECKERSLEY recounted an incidence of having personally being challenged by the occupant of Dean Farm House when using footpath CKIN35 as to his intentions.
The clerk pointed out that a right of way is the publics' legal right to use a footpath that passes over private land, and that S137 Highways Act 1980 makes it a criminal offence to willfully obstruct free passage along a highway (including roads, pavements and footpaths) without lawful authority or excuse. Penalty being a fine imprisonment (maximum 51 weeks) or both. The definition of obstruction involves preventing, hindering, or interrupting the free movement of the public along a highway.
Councillor WASSELL stated that the occupant of Dean Farm House had removed footpath signage and it was agreed that there is currently little or no footpath signage pointing out CKIN35, CKIN36 or CKIN2.
The clerk suggested that a solution could be to install a Gates for Stiles kissing style gate for access to the railway line rather than the dangerous chain arrangement currently.
ACTIONS: Councillor WASSELL to have a dialogue with Sue KERNICK regarding the acceptability of this solution.
Clerk to research the Centerwire catalogue for a suitable gate.

10. RFO report

a. ***Account Balances***. The clerk gave the balances on the accounts as Treasurers working account £332.12 and Deposit account £24,800.00 which includes the monies earmarked for the fence project, and Gates for Stiles projects.

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
2/2/2026	*Bawdens Ground Maintenance*	*£205.96*
2/2/2026	*BT Group*	*£39.91*
4/2/2026	*Clerks Expenses-HP Instant Ink Subscription*	*£6.49*
11/2/2026	*HM Land Registry- Barleycorn Inn re Asset of the Community*	*£11.00*
16/2/2026	*Hills Waste Solutions*	*£79.26*
17/2/2026	*Lloyds Bank Plc- Service charge*	*£4.25*

The following credits have been received since the last meeting

DATE	REMITTER	CREDIT
	No credits received during this month	

The following transfers have been made since the last meeting.

DATE	DETAIL	AMOUNT
2/2/2026	*Transfer from Deposit*	*£500.00*

c. ***Sign off bank statements and reconciliations***. Bank statements with reconciliations to the end of February 2026 were signed off by Councillor SEMPLE.

d. ***The Risk Assessment*** *was reviewed, having been pre-circulated by the clerk*. There was some discussion about when the risk assessment was due to be reviewed and it was determined that it had last been reviewed in February 2025 i.e. in the year 2025/2026 and that it should be adopted now with the audit looming. **RESOLUTION: To adopt the Risk Assessment for the year 2026/2027 was proposed by Councillor WASSELL and seconded by Councillor GARDNER.**

e. ***Review and Adopt the IT Policy***- This item of business was transacted at agenda item 8.

At this point Councillor ECKERSLEY asked to be excused from the meeting as his wife had been taken ill and he had parental duties to discharge.

11. To set a date for the Annual Parish Meeting

It was agreed that the Annual Parish Meeting would take place prior to the scheduled Parish Council meeting on May 13th 2026

12. AoB

The question of the Barleycorn Inn reopening was raised by Councillor SEMPLE in the form 'What do we know?' There was a discussion of various observations by councillors of the coming and goings including the removal of the old vehicles V410 LGU and TR12 COW, and the replacement of the external cooler subject of an alleged incidence of criminal damage by unknown person(s). The conclusion was that the brewery is putting in a manager rather than a tenant.

Councillor KEIGHLEY raised the issue of the £500 grant made to the Barleycorn Inn for the D-Day commemorations in June 2024 and specifically the non installation of the Time Capsule, Capping Stone and Plaque. He proposed that he contact Tom ROBINSON again and give 7 days for this to take place or he will be invoiced for £250. A discussion ensued about what enforcement action might be taken in payment is not forthcoming in the event that the Time Capsule is not installed. The clerk suggested that the Time Capsule be simply handed over and the Parish Council would arrange installation, capping and a plaque reluctantly.

Councillor LATHAM raised the issue of the Village Design Statement, not yet completed. He has made limited progress using AI and will persist with a view to presenting it to be proof read and populated with up to date statistics from the 2021 Census. The aim being to present it to the village at the Annual Parish Meeting on 13/5/2026.

Meeting commenced on 11/3/2026 at 18:30
Meeting closed at 20:04

Signed by the Chairman on behalf of the Parish Council