Collingbourne Kingston Parish Council Minutes

Minutes of Meeting of the Parish Council, held in the CKVH on **April 8th, 2026,** at 18:30pm.

PRESENT: Richard SEMPLE (chair), Tim KEIGHLEY (Deputy Chair), Philip PALMER (Clerk), , Mark ECKERSLEY, and Pennie WASSELL.

1/26 WELCOME

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

2/26 APOLOGIES

There were apologies for non attendance from Steve LATHAM due to ill health and Baz GARDNER due to holiday committments.

3/26 PUBLIC ACCESS TO THE MEETING

No members of the public were present.

4/26 MINUTES

The minutes of the meeting on March 11th 2026 were adopted and signed, there were the following actions arising from them to be reviewed.

INDEX	MINUTE REF	ACTION	OFFICER	DATE COMPLETED
1	7	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.	Councillors KEIGHLEY/GARDNER	
2	7	Councillor ECKERSLEY to establish contact with the CD Christmas Brunch organisers.	Councillor ECKERSLEY	
3	7	Councillor LATHAM to recruit to two members of the VH Committee for the joint Parish Council/Village Hall Social Committee	Councillor LATHAM	
4	9	Councillor WASSELL to have a dialogue with Sue KERNICK regarding the acceptability of this solution.	Councillor WASSELL	
5	9	Clerk to research the Centerwire catalogue for a suitable gate.	Clerk	18/3/2026

1. Councillor KEIGHLEY reported that he and Councillor GARDNER had been in contact with the Village Hall committee member nominated for social liaison Rupert MINDLESON, and a meeting had been arranged for 21/4/2026 in the Barleycorn Inn to discuss either a Summer Event, Christmas Party or event next Summer 2027.

2. Councillor ECKERSLEY confirmed that he had emailed Councillor David DANIELS of Collingbourne Ducis Parish Council and awaited contact from him.
3. It was confirmed that the Village Hall Committee had nominated only one representative: Rupert MINDLESON.
4. Councillor WASSELL confirmed that she had not contacted Sue KERNICK yet but would.
5. The clerk has researched the availability of a tall kissing gate with no success and had emailed details of the kissing gate available from Centerwire to Councillor WASSELL

5/26 Disclosures of Interests.

There were no disclosures of any interests from the Councillors, however the clerk did state that the planning matter related to his tree and absented himself from the planning discussion.

6/26 Planning matters

PL/2026/01860- to fell a Robinia tree at Beech House, 3 Chapel Lane. The matter was discussed and there were no objections. **ACTION: Clerk to communicate this to the planning officer Sue MORGAN before 14/4/2026.**

7/26 Chairmans Report

The Chair stated that he had only one matter to highlight, and that was the state of the road surface on the A338. There was a discussion about this and all were in mutual agreement.

8/26 Traffic and Road Safety

Councillor KEIGHLEY stated that the CSW had been out on 1/4/2026, and the opinion was that the road had been very quiet possibly due to the 'Easter Effect' On 30/3/2026 6.4% of passing vehicles had been travelling over 30mph. At Cuckoo Pen over total of 343 watches there had been 73,000 vehicles of which 5,000 were travelling over the 30mph limit, and at Fesdu over total of 92 watches, 20,000 vehicles had been recorded with 2,000 of them speeding over the 30mph limit. These figures act as intelligence to direct police resources where best to set up the enforcement camera.

9/26 Footpaths/Fence Project

The clerk stated that he had chased WHEELER CONSRUCTION LTD as to when they proposed to start as a consequence of correspondence from the Village Hall Committee Chairman, and been informed that work would commence on 9/4/2026.

10/26 Policies

The clerk sought to have the following policies adopted

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

However having pre-circulated them to councillors, the Chair stated that he had only seen the Recruitment policy. It was agreed that the policies would be recirculated again. **ACTION: Clerk to recirculate the following policies**

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

and add them to next months agenda.

11/26 RFO report

a. ***Account Balances***. The clerk gave the balances on the accounts at the year end 31/3/2026 as Treasurers working account £668.33 and Deposit account £24,000.00 which includes the monies earmarked for the fence, and Gates for Stiles projects carried over into the new financial year 2026/2027.

b. ***Authorisation of payments made***. The following payments were authorised by Councillor KEIGHLEY and Councillor ECKERSLEY retrospectively.

DATE	EXPENSE	DEBIT
2/3/2026	*Clerks salary*	*£262.06*
2/3/2026	*HMRC*	*£64.60*
2/3/2026	*BT (VH Broadband)*	*£54.16*
2/3/2026	*Bawdens Ground Maintenance*	*£205.96*
3/3/2026	*David RALPH electrician re Barleycorn Inn Defib modification*	*£100.00*
3/3/2026	*Auto Valeting Services*	*£104.00*
4/3/2026	*HP Instant Ink Subscription*	*£6.49*
16/3/2026	*Hills Waste Solutions*	*£78.72*
17/3/2026	*Lloyds Bank Plc service charge*	*£4.25*
30/3/2026	*Clerks salary*	*£262.06*
30/3/2026	*HMRC*	*£64.60*
31/3/2026	*BT (VH Broadband)*	*£54.16*

The following credits have been received since the last meeting

DATE	REMITTER	CREDIT
	No credits received in this period	

The following transfers have been made since the last meeting.

DATE	DETAIL	AMOUNT
2/3/2026	*Transfer to Deposit A/c*	*£400.00*
3/3/2026	*Transfer from Deposit A/c*	*£111.75*
11/3/2026	*Transfer from Deposit A/c*	*£209.73*
30/3/2026	*Transfer from Deposit A/c*	*£800.00*

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

d. ***To REVIEW the D-Day Commemoration Grant to Barleycorn Inn*** Councillor KEIGHLEY updated that he had been in contact with Tom ROBINSON who has suffered ill health

recently preventing him from honouring his commitment to the Parish Council. He intends to install the time capsule, capping stone and plaque on 21/4/2026 when he has time away from his public house commitments in Penton Mewsey. **ACTION: Clerk to monitor this and add to the agenda for May if not actioned.**

e. ***To ADOPT the Annual quotation for Grounds Maintenance from Bawden Tree Care.*** The quote was discussed and accepted. **RESOLUTION: To accept the Bawdens quote was proposed by Councillor KEIGHLEY and seconded by Councillor SEMPLE.**

ACTION: Clerk to advise Bawdens of acceptance of their quote. The possibility of Bawdens quoting for the work previously undertaken by Mario MARQUES who is now too busy was discussed and it was agreed that the clerk obtain a quote from Bawdens for that to be considered. **ACTION: Clerk to obtain a further quote from Bawdens re footpath work.**

f. ***To CONSIDER the Village Hall Bin*****:** The issue of the bin being overweight following 'parties' at the village hall which made them overweight was discussed. The clerk was able to quantify the overweight charge for 4 kg as 92p. It was considered that this was too inconsequential as to be of significance, although Councillor KEIGHLEY did state that it prompts the question why is the Parish Council paying for the village hall waste collection. No action to be taken.

g. ***To PURCHASE replacement batteries for SID*** The clerk made the case for two new batteries for the Mill Drove SID and stated that a quote for a new battery from StockSigns is £97.85 or £108.80 ex VAT, whereas the same battery is £52.99 from Amazon with free carriage (using Clerks Amazon Prime). **RESOLUTION: Clerk to obtain two batteries from Amazon to the value of £120 proposed by Councillor WASSELL and seconded by Councillor KEIGHLEY. ACTION: Clerk to obtain two batteries from Amazon to the value of £120**

h. ***To PAY the annual Rialtas software and maintenance licence fee*** This was discussed and agreed that its should be paid,

RESOLUTION: Payment proposed by Councillor WASSELL and Councillor KEIGHLEY.

ACTION: Clerk to pay RIALTAS invoice.

i. ***To PAY the annual WALC and NALC subscription*** This was discussed and agreed that its should be paid,

RESOLUTION: Payment proposed by Councillor WASSELL and Councillor KEIGHLEY.

ACTION: Clerk to pay WALC invoice.

j. To ADOPT the AGAR for 2025/2026. The clerk presented the AGAR figures to the councillors and these were discussed.

RESOLUTION: Councillor SEMPLE proposed that the AGAR figures for 2025/2026 be accepted and this was seconded by Councillor ECKERSLEY.

ACTION: Clerk to display the AGAR in the cabinets and on the website with the Public Information Rights documentation and to supply the AGAR to the Auditor appointed.

12/26 AoB

Councillor LATHAM sent the message that the draft VDS should be available by the end of the week. ACTION: Clerk to add the VDS to the next agenda with a view to approving it at the next meeting and presenting it to the Parish at the Annual Parish Meeting.

13/26 DoNM

The next meeting date was set as 13/5/2026 to coincide with the Annual Parish Meeting

Meeting commenced on 8/4/2026 at 18:30
Meeting closed on 8/4/2026 at 19:32

Signed by the Chairman on behalf of the Parish Council

DRAFT