**AGENDA A**

Collingbourne Kingston
Parish Council

**Members of Collingbourne Kingston Parish Council are hereby summoned to attend the Ordinary Meeting of the Parish Council to be held on:**

# Wednesday June 10th, 2026 at 18:30

**at the Ruth Fisher Room, Collingbourne Kingston Village Hall.**

# Parish Council Meeting Agenda

**Meeting Information: Members of the public are invited to attend this meeting or to submit comments on any items on this agenda to the Clerk by email to clerk@collingbournekingston.org.uk by 12:30 on June 8th 2026**

**1.** 28:26 **To welcome councillors and make any necessary Introductions.**

**2.** 29:26 **To APPROVE Members apologies for absence:** to include any reasons for absence for consideration by the council for acceptance.

**3.** 30:26 **Public Forum:** Members of the public are invited to raise questions and comment upon any item of business on this agenda. Ten minutes are allocated in total with two th three minutes permitted per individual.

**4.** 31:26 **To APPROVE the minutes of the Ordinary meeting held on May 13th 2026**- minutes to be agreed, adopted and signed. *Matters arising* with reference to the action monitoring sheet.

| INDEX | MINUTE REF | ACTION | OFFICER | DATE COMPLETED |
|---|---|---|---|---|
| 1 | 7.20:26 | ACTION: Clerk to communicate this to the planning officer Sue MORGAN before 14/4/2026. | Clerk | 14/5/2026 |
| 2 | 8.21:26 | ACTION: Clerk to submit an application supported with photographic evidence. | Clerk | Awaits |
| 3 | 11.24:26.f | ACTION: Clerk and Councillor LATHAM to liaise re equipment spec and procurement thereof. | Clerk<br>Councillor LATHAM | 21/5/2026 |
| 4 | 11.24:26.g | ACTION: Clerk to speak with Alex LITTLE regarding the possibility of repair of the rear foot by bending it into the correct shape perhaps with the application of heat, and | Clerk | 29/5/2026 |

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|---|---|---|---|---|
| | | WHEELER CONSTRUCTION LTD re breaking up the tilting plinth and resiting the bench. | | |
| **5** | 11.24:26.h | ACTION: Clerk to pay the auditors invoice of £444.00, the invoice from Payman for payroll services of £241.92 and the annual Community First insurance invoice of £907.41 | Clerk | 14/5/2026 |
| **6** | 12.26:26 | ACTION: Clerk to supply final version to Councillor LATHAM for electronic signing and addition to the website. | Clerk | 15/5/2026 |
| **7** | 13.27:26 | ACTION: Councillor LATHAM to send out the document so far, and the sections to the clerk. | Cllr LATHAM | 15/5/2026 |
| **8** | | ACTION: Councillor SEMPLE to research Census statistics and populate the document with them as appropriate. | Cllr SEMPLE | |
| **9** | 13.27:26 | ACTION: Clerk to redrafted these sections: Built environment, Employment, Environment and pollution | Clerk | On hold |

**5.** 32:26 **Disclosures of interest:**
To receive any disclosure(s) of Interest by a Councilor(s) and/or any officer(s) in matters to be considered at this meeting, in accordance with the provisions of the Local Government Act 1972 and the National Code of Local Government conduct.
**6.** 33:26 **To CONSIDER any Planning Matters** PL/2026/02847 55 Collingbourne Kingston, Marlborough, SN8 3SD - Replacement of a single storey timber Shed/Outbuilding on a concrete base with a single storey timber Garage on concrete base.
**7.** 34:26 **Chairman's report**
**8.** 35:26 **Traffic and Road Safety**
Update on speeding and CSW matters from Councillor KEIGHLEY.
**9.** 36:26 **Footpaths/Fence Project**
**11.** 37:26 **To RECEIVE the RFO report**
a. The working account balance and reserve account balances with Lloyds will be given.
<u>The following payments have been paid since last meeting and the councillors will resolve that that they are paid retrospectively.</u>

| **DATE** | **EXPENSE** | **DEBIT** |
|---|---|---|
| *1/5/2026* | *BT Group (Village Hall WiFi)* | *£57.68* |

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| | | |
|---|---|---|
| *5/5/2026* | *Auto Valeting Solutions (Litterpick)* | *£104.00* |
| *5/5/2026* | *HP Instant Ink* | *£6.49* |
| *14/5/2026* | *Payman Ltd (Payroll services)* | *£241.92* |
| *14/5/2026* | *Community First (Insurance)* | *£907.41* |
| *14/5/2026* | *Auditing Solutions* | *£444.00* |
| *18/5/2026* | *Hills Waste Solutions* | *£85.90* |
| *18/5/2026* | *Lloyds Bank service charge* | *£4.25* |
| *22/5/2026* | *EuroPC Ltd (IT for clerk)* | *£359.99* |

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** |
|---|---|---|
| *14/5/2026* | *Transfer from deposit* | *£1500.00* |
| *21/5/2026* | *Transfer from deposit* | *£500.00* |
| *22/5/2026* | *Transfer from deposit* | *£200.00* |

c. ***To SIGN OFF the bank statements*** to end of May 2026, together with associated reconciliations statements, and retrospectively agree the above transactions.

d. ***To PAY the annual website licence fee of £248.40***

e. ***To APPROVE the purchase of replacement defibrillator pads for the Cake Barn Defibrillator.*** The current ones expire on 20/6/2026. Replacements cost in the region of £140.00 and last 5 years.

**12.** 38:26 **AoB**

**13.** 39:26 **DONM 8/7/2026**

Philip Palmer
Clerk