Collingbourne Kingston Parish Council Minutes

Minutes of Meeting of the Parish Council, held in the CKVH on **October 14th, 2026,** at 18:32pm.

PRESENT: Richard SEMPLE,(Chair), Tim KEIGHLEY (Deputy Chair), Philip PALMER (Clerk), Steve LATHAM, Baz GARDNER, Pennie WASSELL, and Mark ECKERSLEY

1.62:26 WELCOME

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

2.63:26 APOLOGIES

There were apologies for non attendance from Councillor WILLIAMS who was away on holiday.

3.64:26 PUBLIC ACCESS TO THE MEETING

There was one member of the public present at the meeting- Leigh HUNT, who addressed the council on the position regarding the restricted bridleway/private road known as the Rag Ride, Brunton.

Basically Mr HUNT has resided in his property at the bottom of the Rag Ride in Brunton for 28 years. During this time there has been a marked increase in traffic using the Rag Ride up to 180-200 vehicles per week. He has observed a pattern of commuting with the same vehicles using it morning and afternoon. His interested was aroused when his vehicle was nearly hit by a commercial vehicle. He stopped the driver who blamed it on the SatNav. In short he has been in correspondence with David HOSIER, Wiltshire Police, and Wiltshire Council regarding this issue over the last 3-4 months. The result is that whilst HOSIERS manage the use of the byway but can not give permission to people to use it at will. S 34 of Road Traffic Act 1988 makes it an offence for a person to drive on a variety of types of land including a byway. There are exemptions such as:

Emergency services,

Driving to land within 15 yards of a public road for the purposes of parking i.e. residents,

Driving off road for the purpose of saving life, extinguishing a fire, or other emergency.

Section 59 and 60 of the Police Reform Act 2002 gives a constable the power to stop and seize vehicles used in an offence under s34 RTA1988.

Police can therefore ask to see insurance which may be void because it doesn't cover the use of a vehicle to commit an offence under s34 RTA 1988- prosecution for no insurance and seizure of the vehicle could ensue.

Mr HUNT stated that as a result of his correspondence Wiltshire Police have carried out random stops on the Rag Ride and challenged 4 drivers who were dealt with by way of warning. Wiltshire Council have agreed with David HOSIER also assisting to install new signage making it clear that the road is not open to mechanised transport. These signs will be going up at the end of October/beginning of November.

Any past permissions granted by Neil HOSIER are invalid as he is deceased. Any permissions from Rosemary HOSIER are also invalid as permission can only be in writing, for a specific purpose and for a specific duration.

There was some discussion about the number of vehicles per week and Councillor KEIGHLEY pointed out that that volume occurs on the A338 in an hour!

It was agree to put a bi-annual reminder in the Courier. Councillor SEMPLE thanked Mr HUNT for attending, and he left the meeting.

4.65:26 MINUTES

The minutes of the meeting on September 9th 2026 were adopted and signed, there were the following actions arising from them to be reviewed.

INDEX	MINUTE REF	ACTION	OFFICER	DATE COMPLETED
1	53A:26	ACTION Clerk to obtain stills from the residents CCTV and forward to PCSO KAUR for intelligence.	Clerk	Requested 10/9/2026 23/9/2026
2	55:26	ACTION: Councillors to read the circulated the email concerning declarations of councillors home addresses under their Register of Interests on appointment to the Council and action as appropriate.	All Councillors	
3	57:26	ACTION: Clerk to research the prices, procure and put up the signage.	Clerk	4/10/2026
4	58:26	ACTION: Clerk to obtain some cleats and fix every 6-8 inches to eliminate this problem.	Clerk	10/9/2026
5	59d:26	ACTION: Clerk to look into the options offered by a trophy shop.	Clerk	20/9/2026
6	55e:26	ACTION: Clerk to organize payment to St Mary's Church PCC and advise the applicant.	Clerk	10/9/2026
7	55f:26	ACTION: Clerk to advise Bawden's and determine the timeframe for the work. Also to put on the next agenda a discussion about the responsibilities of the Parish Council versus Village Hall.	Clerk	10/9/2026
8	55g:26	ACTION: Clerk to advise Chris WHEELER Construction Ltd of acceptance of quotes	Clerk	10/9/2026

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9	55h:26	ACTION: Clerk to pay the Chris WHEELER Construction Ltd invoice	Clerk	10/9/2026
10	55i:26	ACTION: Clerk to arrange collection of archive held by former Councillor BRAYBROOK on 13/9/2026	Clerk	13/9/2026
11	55j:26	ACTION: Clerk to send copy of the Letter of Engagement to AUDITING SOLUTIONS LTD	Clerk	11/9/2026

5.66:26 Disclosures of Interests.

There were no disclosures of any interests from the Councillors.

ACTION: Clerk to obtain log in from Wiltshire Council re the action above at 55:26.

6. 67:26 Planning matters

The following planning matters before the council were reviewed and the following decisions made:

PLANNING REFERENCE	DECISION
PL/2026/06384	NO OBJECTIONS
PL/2026/06357	NO OBJECTIONS
PL/2026/06006	NO OBJECTIONS

ACTION: Clerk to advise Wiltshire Council Planning accordingly.

Councillor LATHAM brought up the issue of the Village Design Statement which he had circulated in draft. Councillor SEMPLE has run this through Co-Pilot and now has a further updated draft, which he will circulate. It needs reformatting into A4 and to be punctuated with photographs. The aim is to put this on the website and issue an A5 flyer with the Courier for Kingston Aughton and Brunton only including the link to the draft and opening a public response period to the clerks email box to the end of December 2026.

7. 68:26 Chairmans Report

The Chair stated that he had little to report except that he had attended the Oktoberfest in the Village Hall which had been a reasonably good event, and reminded all present of the Ceilidh next month. He also added that the path around St Marys Church was much better for having resurfaced over the summer.

8. 69:26 Footpaths and Fence Projects

The clerk stated that he had spoken to Dave RICHARDS who is amenable to the replacement of the stile by Dean Farm House on CKIN1D. It was agreed that due to the lack of engagement by the CURNICKs not to proceed with the refashioning of the Railway Track entrance. Councillor KEIGHLEY identified a stile on the footpath CKIN7.

The clerk asked about affixing small footpath signs for clarity along CKIN1D and it was agreed to wait until the stile has been replaced. The clerk gave examples of public appreciation of the gates already installed.

9. 70:26 RFO REPORT

a. ***Account Balances***. The clerk gave the balances on the accounts as at 14/10/2026 as Treasurers working account £644.02 and Deposit account £29,009.97 which includes the monies earmarked for the fence project, and receipt of the second tranche of the precept.
b. ***Authorisation of payments made***. The following payments were authorised by Councillor KEIGHLEY and Councillor GARDNER retrospectively.

DATE	EXPENSE	DEBIT
1/9/2026	*Bawden's Ground Maintenance*	*£214.20*
1/9/2026	*Clerks Salary*	*£282.55*
1/9/2026	*HMRC PAYE*	*£69.80*
1/9/2026	*BT Group*	*£57.68*
4/9/2026	*HP Instant Ink*	*£6.49*
8/9/2026	*Auto Valeting*	*£104.00*
10/9/2026	*Grant to St Mary's PCC for grounds maintenance*	*£500.00*
10/9/2026	*Chris Wheeler Construction Ltd (Gates)*	*£4,516.23*
18/9/2026	*Hills Waste Management*	*£86.10*
15/9/2026	*Lloyds Bank Plc bank charge*	*£4.25*
21/9/2026	*Clerks Expense (Storage Unit, Mileage, cleats)*	*£174.76*
29/9/2026	*CKVH -Chambers Hire*	*£56.00*
30/9/2026	*Clerks Salary*	*£282.55*
30/9/2026	*HMRC PAYE*	*£69.80*

The following credits have been received since the last meeting

DATE	REMITTER	CREDIT
28/9/2026	*Wiltshire Council (2nd tranche of precept)*	*£8,750.00*

The following transfers have been made since the last meeting.

DATE	DETAIL	AMOUNT
1/9/2026	*Transfer from deposit account*	*£224.48*
8/9/2026	*Transfer from Deposit*	*£500.00*
10/9/2026	*Transfer from Deposit*	*£5,000.00*
21/9/2026	*Transfer from Deposit*	*£511.21*
29/9/2026	*Transfer to deposit*	*£9,000.00*

Councillor LATHAM stated that he would look into a more cost effective broadband option.
c. To **APPROVE** bank reconciliations to bank statements to end of September 2026, together with associated reconciliations statements.
d. To **REVIEW** of the completion of the D-DAY memorial with regard to installation of the plaque. A quote has been obtained from Reads Trophy Shop in Tidworth for a brass sign 255mm x180mm with a stake for £120 or a 255mm x 180mm Traffolyte plate with stake for £120. It was discussed and agreed to go ahead with the brass option.
ACTION: Clerk to arrange the production of the plate and installation thereof.
e To formally **APPROVE** storage facility for archived records. **RESOLUTION: The council unanimously agreed to the storage unit for its archived documents and equipment with the costs for this being split equally with Collingbourne Ducis Parish Council and Chute**

Forest Parish Council for which the clerk is also the clerk and RFO. This achieves economies of scale. **Proposed by Councillor ECKERSLEY and seconded by Councillor LATHAM**

f. The respective responsibilities for grounds maintenance around the Village Hall were discussed. The village hall chairman Edward MACK had declined to be present but requested to be informed of the outcome for future discussion in a village hall meeting. In essence it was agree that everything green is the responsibility of the Parish Council including carpark perimeter hedging, and everything brick built and grey is the Village Hall responsibility.

It was mentioned that the Village Hall are planning a May Fete event and do not require the assistance of the Parish Council i.e. it will not be a joint event. Councillor SEMPLE explained that this is because the two organisations have differing objectives- that of the Parish Council is to spend for the good of the community and that of the Village Hall is to make money.

10. 71:26 AoB

Councillor KEIGHLEY mention that next year sees the 10th Anniversary of the Community Speed Watch, and he would like to mark this with volunteers past and present. To do this he would like a donation from the Parish Council. He was referred to the donations and grants policy and advised to submit an application.

Councillor LATHAM mentioned that the Village Hall committee request permission to use the Rec for their event next May 2027. This will be added to next meeting agenda for discussion.

The clerk mentioned that he had the wreaths for Remembrance Day. He is happy to lay the Ducis one on 11/11/2026 at the school service. Councillor SEMPLE agreed to lay the Kingston wreath on 8/11/2026 at the church service in St Mary's. Wreaths will be mounted as per the memorial listing i.e. vertically on the obelisk.

11. 72:26 DoNM

11/11/2026

Meeting commenced on 14/10/2026 at 18.32
Meeting closed on 14/10/2026 at 20:00

Signed by the Chairman on behalf of the Parish Council

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