**KENNET VALLEY PARISH COUNCILm,m,m**

**Minutes of the COUNCIL MEETING held on 10th March 2025 at 6.30pm in the Kennet Valley Hall**

**Present:** Cllr M Bates (Chair), Cllr A Miller, Cllr C Rogers, Cllr J Turner, Cllr T Tolputt, Cllr D Woolley and Cllr Jason Galley.

**75. APOLOGIES FOR ABSENCE**

Cllr James Ward, Cllr C Kohrt, Cllr V Hemery, Cllr Richards and Cllr Unitary Cllr J Davies

**76. DECLARATIONS OF INTEREST**

None.

**77**. **ITEMS TO BE TAKEN IN PRIVATE SESSION**

Update re Tribunal case.

1. **MINUTES OF THE PREVIOUS MEETING**

The minutes of the Parish Council meeting held on **Monday, 13th January 2025** were approved and signed as a true record.

1. **CLERK’S REPORT**

The Clerk’s report was received as follows:

**Correspondence:**

* **Re Item 77 above:** a Mediation Session for the above case will take place at Salisbury Law Courts on 1st April 2025 at 10:00am.
* **Donations:** emails of thanks received from the Upper Kennet Church Benefice office and from Prospect House re the charitable donations made by the Parish Council.
* **Dog bins:** emails received from residents and Cllrs about overspilling dog bins in Lockeridge and West Overton. Contact by phone and email with the contractor, Idverde has been unsatisfactory with no meaningful response to date. However, the Clerk has been able to ascertain from the Idverde staff member when and how often he visits (Friday, fortnightly – last visit 7th March) and the Clerk is now working with Cllrs to monitor bins to review usage – ie the Parish Council may need to consider increasing the frequency of bin emptying.
* **Peacock Field, Land Registry documents:**  Horsey Lightly have now received official copies of the Register and Plan and will now forward copies to us.

**Bank Mandate:** Cllrs Ted Tolputt and Jason Galley have been added to the Bank Madate and are awaiting approval. Jane Drew and Sophie Roberts to be removed as signatories once Cllrs Tolputt and Galley are up and running. ***ACTION: Clerk***

**IT matters**: outstanding issues in hand. Please could all Cllrs with KVPC mailboxes delete old/duplicate/ emails and attachments asap as we are running into space problems. ***ACTION: Clerk***

**Document storage:** the KVHmanagement committee has given us the use of a locked cupboard for records storage as the filing cabinet does not fully meet our needs. This means documents not needed day-to-day are stored at KVH rather than at the Clerk’s house.

**Parish Steward:** the Clerk has met with the Parish Steward, Will Lee. He generally attends monthly unless he is transferred to seasonal duties or is assisting another Parish Steward and is now sending before and after photos on the days he works in our Parish. Our Parish Steward is very experienced and self-manages his workload. We are welcome to contact him ahead of his monthly visit to request specific tasks.

1. **REPORTS AND REPORT FROM UNITARY COUNCILLOR JANE DAVIES**
2. No report received from Unitary Councillor, Jane Davies.
3. **Kennet Valley School** – Cllr Turner was thanked for her report. Cllr Bates requested that Cllrs note the dates for the **Communi -teas** below (all from 3.15pm at the school) and attend, if possible.

* 28th March
* 25th April
* 23rd May
* 18th July

***ACTION: All Cllrs***

1. **Defibrillators** – Cllr Turner was thanked for her report. Cllr Turner gratefully acknowledged the help from local residents with the regular equipment checks. Clerk requested to highlight Defib training session again in April’s edition of the Upper Kennet News (UKN).

***ACTION: Clerk***

1. **Traffic** – Cllr Turner was thanked for her comprehensive report. The main prints of discussion arising from Cllr Turner’s report were as follows:

**Lockeridge Speed Indicator Device (SID):** the course of action proposed by the Lockeridge Traffic Working Group in support of the SID in Lockeridge was discussed. The action plan, including estimated costs involved, has the full support of Kennet Valley Parish Council under whose auspices the Traffic Group will proceed.

**Request to extend the 20mph limit south of Lockeridge:** while the Wiltshire Council Highways department does not support the request, it will give further consideration to the creation of a 'buffer zone' at a lower speed than 60mph prior to the start of the 20mph limit. It was agreed to inform residents that the request to extend the 20mph limit south of Lockeridge has not been successful.

**Traffic speed on the A4 at West Kennet:** it was noted that theproposal for a speed limit review has been accepted for inclusion in the list of potential schemes for 2025-26. If it proceeds as planned a speed limit review will be necessary at a cost of £3,100.00 of which a 25% contribution will be required from the three Parish Councils ie Avebury. Kennet Valley and Preshute yielding a figure of £258 per Parish (£3,100 x 25% = £775.  £775 x 1/3 = £ 258)

**Ivy Lane – dangerous trees:** attempts are being made to rearrange the site visit and to carry out, as soon as possible on safety grounds, planned work to remove a number of dead and dying trees.

**Street lighting:** the Traffic Working Group has asked the Parish Council to request details from Wiltshire Council of the process to be followed to request additional street lights. It was agreed to review requirements for additional lighting across the whole parish.

1. **Community Emergency Team** - Cllr Turner was thanked for her comprehensive report and for her continuing work re drains and potential flooding in West Overton and Lockeridge. Cllr Turner also reported on her efforts to improve mobile phone coverage across Kennet Valley.
2. **Assets:** Cllr Ward to be asked to source pegs for the goalposts and liaise with Clerk re payment/reimbursement for these. Clerk requested to look into signage/disclaimer for the Council’s play areas ***ACTION: Cllr Ward/Clerk***
3. **LOCAL ELECTIONS, 1ST MAY 2025**

**Key Info, Actions and Dates**

The publication of the Notice of Election will be Tues, 11th March.

The **Polling District** numbers for our Parish are as follows;

* Fyfield Ward - WM1
* West Overton Ward – ZD1

Please request the elector number of your proposer and seconder for the nomination form from the Clerk.Nomination papers have to be submitted in person to the Council Offices in Chippenham; the Clerk is willing to make an appointment to submit multiple nominations and to assist with any queries.

**Timetable**

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| **Publication of Notice of Election** | **Tuesday 11 March 2025** |
| **Nomination Packs Available to Candidates from** | **Tuesday 11 March 2025** |
| **Nominations can be received between 10am-4pm from** | **10 AM Wednesday 12 March 2025** |
| **First Notice of Alteration** | **Wednesday 2 April 2025** |
| **Deadline for Withdrawal of Candidate** | **4 PM Wednesday 2 April 2025** |
| **Deadline for Receipt of Nominations** | **4 PM Wednesday 2 April 2025** |
| **Statement of Persons nominated** | **4 PM Thursday 3 April 2025** |
| **Deadline for Register to Vote** | **Friday 11 April 2025** |
| **Deadline to cancel or amend existing postal or proxy arrangements** | **5 PM Monday 14 April 2025** |
| **Deadline for New Postal Vote Applications** | **5 PM Monday 14 April 2025** |
| **Notice of Poll** | **Wednesday 23 April 2025** |
| **Deadline for Proxy Vote Applications** | **5 PM Wednesday 23 April 2025** |
| **Deadline for Receipt of Voter Authority Certificate Applications** | **5 PM Wednesday 23 April 2025** |
| **Deadline for Appointment of Poll and Count Agents** | **Thursday 24 April 2025** |
| **Final Notice of Alteration** | **Thursday 24 April 2025** |
| **First Day to Issue Replacement Postal Ballot Papers** | **Friday 25 April 2025** |
| **Day of Poll 7am to 10pm** | **Thursday 1 May 2025** |
| **Deadline for Replacement Postal Ballot Papers** | **5 PM Thursday 1 May 2025** |
| **Deadline for Receipt of Emergency Proxy Vote Applications** | **5 PM Thursday 1 May 2025** |
| **Deadline for Clerical Errors** | **9 PM Thursday 1 May 2025** |
| **Deadline for receipt of Candidates Expenses** | **Thursday 29 May 2025** |

1. **PLANNING (DW)**

**Tribunal case:** as advised above, a Mediation Session will take place at Salisbury Law Courts on 1st April 2025 at 10:00am. Cllrs Woolley, Bates and Miller will be in attendance and are authorised to act on behalf of Kennet Valley Council.

**Lockeridge:** a resident has queried outside work carried out at a Lockeridge address. Clerk requested to ask owner if works discussed with Wilts Council and highlight likely need for retrospective planning permission. ***ACTION: Clerk***

1. **FINANCE**

**Grass cutting, Dene, Lockeridge:** it was agreed to award the contract to cut the grass on the Dene in Lockeridge to Phil Dix with two cuts per month from April to September at £200 + VAT per month.

**Account balances:** are healthy and we will be carrying forward ca £40k at the year end. Some small subscription, eg to Friends of the Ridgeway renew in March/April. Cllr Ward to be asked to source pegs for the goalposts and seek payment/reimbursement from the Clerk.

***ACTION: Cllr Ward/Clerk***

1. **COMMUNICATIONS (CK)**

**Annual Parish Meeting, 12th May:** details to be circulated in due course via UKN.

**2026 Dates for Parish Council meetings:** agreed, as below, all starting 6.30pm and held at Kennet Valley Hall. Clerk requested to book via KVH Bookings Secretary.

Monday 12 January 2026 PC Meeting

Monday 9 March 2026 PC Meeting

Monday 11 May 2026 PC Annual Meeting & Annual Parish Meeting

Monday 15 June 2026 PC Meeting

Monday 14 September 2026 PC Meeting

Monday 9 November 2026 PC Meeting

***ACTION: Clerk***

**Items for inclusion in the April edition of Upper Kennet News:** reminders re Defib training date and Local Elections. Info re Planning permission requirements.

The **meeting** closed at 7.50pm.

The next **Parish Council** meeting is due to take place on Monday, 12th May 2025 at Kennet Valley Hall following the **Annual Parish Meeting** at 6.30pm

This is the last page of the minutes.