

KILMINGTON PARISH COUNCIL

Parish Clerk – Mrs. L. C. Wood

Minutes of a Parish Council meeting held on Thursday, 15th September 2016, at 7.30 p.m. in Whitesheet CE Primary Academy.

Present: Councillors G. Cotton (Chairman), Mrs. E. Hames (Vice-Chairman), M. Curtis, R. Flower, N. Meeker & C. Reeves.

Also Sarah Jeffries (Parish Clerk to Maiden Bradley & Yarnfield Parish Council) & Wiltshire Cllr. George Jeans.

Public Session

This provides an opportunity for members of the public to raise questions about and comment on items on the agenda. The Chairman will re-convene the Parish Council meeting after the public session (please note that members of the public are no longer permitted to speak unless invited to do so by the Chairman).

- **None**

The Chairman introduced Sarah Jeffries, the Clerk of Maiden Bradley & Yarnfield Parish Council, who was attending the meeting to compare and contrast the activities of Maiden Bradley and Kilmington for her assignment which forms part of her Community Governance Degree Course.

Apologies for absence received from Cllr. Giles Hunt.

153. To receive any declarations of interest from Members and to consider requests for new DPI dispensations.

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Kilmington Parish Council Code of Conduct for Members and by the Localism Act 2011.

- Cllr. Graham Cotton declared a personal interest in Planning Application 16/07860/FUL + 16/08246/LBC as he is a neighbour to the property.

154. Minutes – RESOLVED that the Minutes of Annual Parish Council meeting held on Thursday, 26th May 2016 be approved and signed as a correct record of proceedings.

155. Matters Arising

a) Superfast Broadband – The Chairman informed members that negotiations are continuing and that it is a far more complex project now than when it was started. Wessex Internet has the contract to supply broadband to the new Hill Brush Factory site and the National Trust is in talks with Wessex to provide broadband in Stourton (they currently only have a link to the main office). The proposed location for the transceiver, which will be 2m tall, is up the lane to Whitesheet Hill but permission needs to be obtained from the National Trust and from English Heritage and they also need to approve the cable and power supply. The application to English Heritage is being fronted by the National Trust which is a good idea because they already have a relationship with English Heritage. 55 people have registered an interest from this community so there is a strong desire but, of course, everyone wants to know what it is going to cost. Unfortunately, it is not possible to estimate this until the location of the transceiver and equipment is known so everything hinges on the permission from National Trust and English Heritage at the moment. If permission is not granted then we will need to look for another location. The Chairman confirmed that he had received an email from the National Trust confirming that they had applied for permission and that, broadly speaking, the National Trust was in favour of the scheme.

b) Transparency Code & website – The Clerk reported that The Smaller Authorities Transparency Code came into force on 1 April 2015 and requires the online publication of certain information which the Government requests, to provide taxpayers with a clear picture of the authority’s activities, spending, and governance, and to improve the ability of communities to hold local public bodies to account. As members were aware, the Kilmington website [www.kilmingtonwiltshire.org] has been ‘live’ for some months now. After having applied for the Government’s Transparency Fund, the website now contains all the Parish Council information to make us compliant with the Transparency Code although we will be adding more information to help and support parishioners and members of the public. The Clerk thought it would be beneficial, however, if the website could be more of a community website than just a parish council website and thought it might be useful if other organisations and businesses could participate. The Chairman reported that his wife has been in discussions with Tim Thornley (webmaster) regarding the inclusion of some content to add to the profile of the village on the website and regarding the addition of some historical and community interest pages and it was agreed that a draft article would be produced and circulated to members for comment. It was also agreed that a mention should be made in the ‘Pink Paper’ encouraging the community to use and contribute to the website.

156. Reports

a) Wiltshire Councillors report – Wiltshire Cllr. George Jeans reported that he had just heard that there was a consultation affecting town and parish councils relating to proposals for capping those parishes whose Band D precept is higher than £75.46 and which has a total precept for 2016/17 of at least £500,000. Cllr. Jeans also explained that Wiltshire Council will offer installation grants to those that are unable to get fibre broadband and said that the Parish Council should bear this in mind because if Wessex are able to put in the equipment, it may provide a significant boost to subscribers if they can get a grant to help with the installation costs. The Chairman said that he thought this grant was being withdrawn in November and asked Cllr. Jeans if he could find out whether or not it was being extended. With reference to the Speed Indicator Devices (SID’s), Cllr. Jeans explained that there are 5 machines shared between 5 parishes on his patch and only one of the devices was working. He also mentioned that the Government is offering councils ability to take on business rates and this could affect a lot of businesses that don’t currently pay rates.

b) Neighbourhood Police report – PCSO Peter Tcherniawsky had produced a written report which was distributed at the meeting. Report included information on Community Messaging, Police Communication & Local Crimes during August.

157. Planning

(All applications can be viewed on Wiltshire Council’s website

<http://www.wiltshire.gov.uk/environmentandplanning/planninganddevelopment/planningapplicationssearchonline/planningsearch.htm> – and type in the relevant application number)

CHAIR - Cllr. Mrs. Elizabeth Hames (Vice-Chairman) owing to the fact that Cllr. G. Cotton (Chairman) had declared an interest in this planning application

a) Applications to consider at the meeting:

Application No: 16/07860/FUL (Full Planning) + 16/08246/LBC (Listed Building Consent)
Proposal: Carry out full repair and complete renovation of buildings and conversion of farmhouse and attached barn to 2 dwellings, repair of detached outbuilding for use ancillary to adjacent dwelling.
Site address: Thenford, The Street, Kilmington BA12 6RG

It was noted that no objections had been raised to date, either to the Parish Council or to the planning authority. The Clerk had received an email from Cllr. Giles Hunt stating that he welcomed the renovation of Thenford and had no objections on the whole to the proposal but wondered whether any thought had been given to the issue that, when considered alongside the consent given for the two new dwellings opposite, an issue might arise over the level of vehicle movements within a reasonably confined area. Members felt that, although it might be a bit of a mess whilst work was being carried out. There was also a comment online from the owner of Naeforth requesting that the window shown upper right on the NW elevation is fitted with obscure glass.

RESOLVED that the above application be recommended for approval on proposal made by Cllr. R. Flower, seconded by Cllr. Reeves and carried with a majority vote. (Cllr. Cotton, having declared an interest, refrained from discussion or voting on this matter).

CHAIR – Cllr. Graham Cotton resumed

b) Applications considered/determined since last meeting:

Application No: 16/03536/FUL (Full Planning) + 16/03904/LBC (Listed Building Consent)
Proposal: Retrospective application for 1 no. small metal conservation rooflight with 2 velux pilot windows and installation of 2 no. woodburners and metal flues to existing chimney stack voids.

Site address: Manor Farm Barn, Norton Ferris. BA12 7HT

Parish Council response: Support

The Clerk confirmed that Wiltshire Council had approved this planning application (with conditions) on 27.7.16

Application No: 16/04789/FUL
Proposal: Install new roof with dormer windows, replace attached garage with garage with home office space above and replace front porch with sun room.

Site address: Wyndamere, Butts Lane, Kilmington. BA12 6RD

Parish Council response: Support

The Clerk confirmed that Wiltshire Council had approved this planning application (with conditions) on 2.8.16

158. Highways, Rivers, Footpaths & Transport

a) Highway & footpath issues for Parish Steward – The Clerk reported that the Parish Steward scheme would be up and running again in October and that the Chairman, who had been nominated as Parish Steward liaison had been issued with the priority spreadsheets. In the meantime, however, it was agreed to report the following issues on the MyWiltshire Report Online procedure:

- Patching in Butts Lane
- White lines “STOP” missing on junction with The Street & B3092

b) Community Area Transport Group meeting (next meeting 21st September) – Unfortunately, there were no councillors able to attend the meeting on 21st September. However, the Chairman pointed out that the link contained within the agenda to the Results of the Freight Management Priority Schemes did not work. Cllr. Jeans said that he was anticipating that the CATG would be prioritising roads for the Major Maintenance Scheme 2017 (resurfacing) and pointed out that last year only 5 roads from the whole of the

South West Area Board were approved. This year was likely to be a similar amount or less, depending on costs involved.

c) Footpaths & waymarking + Long Lane – Cllr. Reeves confirmed that he had fixed some of the waymarking signs along the footpaths on his land. Cllr. Flower and Cllr. Mrs. Hames also took some waymark signs and said that they would erect some. Cllr. Reeves returned the footpath map to The Clerk. With regards to Long Lane, it was confirmed that the parish boundary was mid-point of Long Lane and the Chairman said that Mr. Parker had said he would do the Stourton side of the hedge if we could see to our side. Cllr. Reeves said that he did not think the hedge was the issue and that the issue was the deep ruts and unevenness of the surface. It was pointed out that at one time, Wiltshire Council used to come along and fill in the ruts but then that led to problems with flytipping because it was easily accessible and hidden out of view. Cllr. Jeans said that he would point out to Stourton Parish Council that Kilmington Parish Council was concerned about making Long Lane more readily accessible because this may lead to flytipping.

159. Play Area

Cllr. Mrs. Hames reported that the Play Area was looking good. The Clerk said that she was expecting the RoSPA Play Area Inspection Report any day now as she knew that the inspection was being held in September.

160. Finance, Policy & Resources

a) RESOLVED to approve the following payments:

T. J. Thornley	Website Design & Domain & hosting for 1 year	547.63	Pd. 21.6.16
Grant Thornton	External Audit 2016	No fee	
Mere Town Council	Contribution towards office facilities	146.00	
L. C. Wood	Clerks Salary – July - Sept (Q2)	296.00 (cheque dated 28.9.16)	
HMRC	PAYE – Q2	74.00 (cheque dated 28.9.16)	
D. L. Davis	Play Area Inspections –	130.00	
Playsafety Ltd	Annual Play Area Inspection	?????	
T. Thornley	Quarterly website update	20.00	

The Clerk also confirmed that the bank balances (£8189.12) reconciled with the receipts and payments account at 4.8.16. The Clerk was asked to request a Policy R2 statement from Wiltshire Council

b) Conclusion of Audit for accounts year ended 31 March 2016 - The Clerk reported that the External Audit had been completed on 9th September with the External Auditor, Grant Thornton UK LLP, returning the Annual Return and reporting ‘on the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.’ The clerk confirmed that a Notice of Conclusion of Audit would be placed on the website informing parish electors that they may obtain, inspect or take a copy of the Statement of Accounts and Auditor’s Certificate and Report by arrangement with the Clerk.

c) Request for financial contribution from Citizens Advice Bureau Wiltshire (see email 13.5.16) – the Clerk confirmed that the Parish Council had received a request for financial support from Citizens Advice Bureau Wiltshire. It was agreed that this should be considered at the Annual Budget Meeting in November.

161. General Items

a) Parish Emergency Assistance Scheme (PEAS) 2016/17 – letter from Wiltshire Council’s Weather & Drainage Manager – The Clerk explained that Wiltshire Council had invited Parish & Town Councils to participate in the PEAS 2016/17 but that the scheme would differ this year in that the salt would be packed in 25kg bags and was to be collected from a Wiltshire Council depot. Members agreed to request a further 40 X 25kg bags of salt. Cllr. Reeves agreed to collect the salt from the Warminster Depot.

b) Invitation to interactive public meeting to help Wiltshire Council meet challenges ahead - noted

c) South West Wiltshire Area Board Meeting – the Clerk informed members that the next SWW Area Board meeting would be held on Wednesday, 5th October at 6.30 p.m. at the Nadder Centre, Tisbury (agenda not yet published).

Meeting closed at 21.05 p.m.

Members are reminded that the Parish Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health & Safety and Human Rights.

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