

KILMINGTON PARISH COUNCIL

Parish Clerk – Mrs. L. C. Wood

Minutes of a Parish Council meeting held on Thursday, 23rd November 2017, at 7.30 p.m. in Whitesheet CE Primary Academy.

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

Also: Mr. & Mrs. Munster+ Mr. J. Sanford & 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).

Mr. & Mrs. Munster said that they had come along to the meeting as applicants for planning application 17/10417/FUL (Mardon, Butts Lane) and would hope to be able to answer any questions that councillors had regarding the application.

Apologies for absence – none received.

40. 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.

- **None received**

41. Minutes – RESOLVED to approve Minutes of Parish Council meeting held on Thursday, 14th September 2017, Minutes of extra Parish Council meeting held on Tuesday, 10th October 2017 and extra Parish Council meeting held on Wednesday, 1st November 2017.

42. Matters Arising

a) Superfast Broadband (Minute 26a) – The Chairman said that as far as he was aware, those in the village who wanted superfast broadband were now in a position to have it. Cllr. Curtis said that this was not quite the case as it was not possible for him to get superfast broadband even though the new cables went right past his property. Cllr. Reeves said that his broadband disappeared intermittently, usually in the evening at around 9.40 p.m.

b) Bus Shelters (Minute No. 26c) – Cllr. Reeves confirmed that he had removed the ivy from the bus shelter at Norton Ferris and reported that there was no structural damage and all was OK. He said that he would spray weedkiller around the bus shelter later on in the year so that the ivy did not grow back.

c) Training course for fireworks (Minute No. 26d) – The Chairman reported that the two Davis brothers had attended training courses and obtained certificates in order to meet the necessary Risk Assessment and Insurance requirements for the Bonfire Night firework display. The Parish Council agreed to share the costs of the training (including travelling) with the Amenity Fund [£45 each].

d) South West Wiltshire Area Board Community Speed Indicator Initiative 2017 (Minute No. 36) – The Chairman confirmed that he had now received specifications from a number of manufacturers and hoped to have a meeting with Cllr. Flower and representatives from Stourton with Gasper Parish Council and also from Zeals Parish Council so that we can agree on one specification, obtain three quotations and enable the Clerk to submit the grant application form.

e) Parking outside Playing Field (Minute No. 29c) – Wiltshire Cllr. George Jeans said that he was going to try and find out if there might be any options to improve the parking in this area but had not yet had the opportunity to do so.

43. Reports

a) Wiltshire Councillors report – Cllr. Jeans reported that he had attended a Community Safety Partnership meeting last night where it had been revealed that the fire brigade were talking about the reducing the size of their fire engines. The group had emphasised their concerns that this should not result in a reduction of service provision. Cllr. Jeans said that he would be putting a longer report in Mere Matters.

b) Neighbourhood Police report– The Clerk distributed copies of the police newsletter. Cllr. Meeker said that a motorbike had been stolen from Newhouse Farm Bungalow garden shed last week. Cllr. Reeves said that his wife had been the subject of a rather nasty phone scam.

44. 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)

a) Applications to consider at the meeting:

Application Ref: 17/10417/FUL

Application for: Full Planning

Proposal: Replace single storey dwelling with two storey dwelling and demolish outbuildings.

At: Mardon, Butts Lane, Kilmington. BA12 6RB

As the owners were in attendance, members took the opportunity to ask questions. It was proposed to increase the footprint of the bungalow by 33%. Cllr. Reeves said that he had seen the representation letter online and whilst he felt that a lack of smaller affordable houses within the village was an issue, he was hoping that the applicants would want to live in the village rather than simply develop the house to sell on. The applicants confirmed that they were looking for a family home, they had young children and would like them to go to a local school and use local facilities. Cllr. Meeker expressed his concern that the proposed dwelling would only be 400mm lower than The Glebe but would look higher because it was on higher ground and he was concerned that it may look a bit imposing from the road. The applicants confirmed that the gables had been considered to try and make it more in keeping with the neighbouring properties. RESOLVED to recommend approval of the above application on proposal made by Cllr. Hunt, seconded by Cllr. Flower and carried with a vote of 6 for and 1 abstention.

b) Applications considered/determined since last meeting:

Application No: 17/07108/LBC

Proposal: Alterations and extension to former barns at Dairy House, Norton Ferris

Site address: Dairy House, Norton Ferris, BA12 7HT

Parish Council Response: Recommend approval Planning Authority Decision: Approve

Application No. 17/06736/FUL – Amended Plans

Proposal: Extension and alterations

Site address: Great Ground, Kilmington Common, Kilmington. BA12 6QU

Parish Council response: Recommend approval Planning Authority Decision: Approve

Application No: 17/07820/FUL

Proposal: Proposed extension and conservatory

Site address: Wisteria Cottage, Coombe Barn Lane, Norton Ferris. BA12 7HS

Parish Council response: Recommend approval Planning Authority Decision: Approve

c) Wiltshire Core Strategy Review Briefings – The Chairman said that he would attend the review briefing meeting. Cllr. Jeans pointed out that one of the proposals is to amalgamate & reduce the planning areas with Swindon which will result in 3 planning areas rather than 4. Cllr. Jeans said he would encourage the

Parish Council to respond to the consultation if there is a requirement for more housing in the village as the present Core Strategy defines the village as unsustainable and you have no housing boundary.

45. Highways, Rivers, Footpaths & Transport

a) Highway & footpath issues for Parish Steward – Cllr. Hunt raised an issue relating to footpath 16 which runs across the playing field and the need for accessibility for people walking their dogs versus the ‘No Dogs’ signage and fencing restrictions. Cllr. Reeves said that he will look at the fencing and Mr. Justin Sanford said that he had replaced the stile but would be prepared to install a dog gate.

Cllr. Flower said that there was a bench adjacent to the bus shelter outside the car park for the flats in The Street which was in need of repair. Cllr. Reeves confirmed that the bench had been placed there by Wiltshire Council. The Clerk was asked to send in a request for the bench to be repaired (not taken away). It was reported that the road surface was breaking up again in the dip in Butts Lane. Also, the road surface was sinking again outside Church Road Farm where the spring is (repaired here last year).

b) Highway & Transport Newsletters (attached) + CATG meeting reports – noted.

46. Play Area

a) Annual RoSPA Play Area Inspection Report – The Clerk reported that the report had been received. Although the overall risk for the playing field was high due to the skate park, there were no ‘high risk’ actions identified within the report but a number of minor ‘medium risk’ items. The Parish Council were happy to authorise Mr. Darren Davis to carry out works identified and report back to the Council.

46. Finance, Policy & Resources

a) Payments - RESOLVED to approve the following payments:

Northern Lights Firework Co. Ltd	Entertainment – Fireworks for bonfire night	480.00
Royal British Legion Poppy Appeal	S.137 Wreath for Remembrance Day	17.00
L. C. Wood	Clerks Salary – Oct – Dec (Q3)	305.05
HMRC	PAYE – Q2	76.20
D. L. Davis	Play Area Inspections –	130.00
Cash	Petty Cash Reimbursement	8.39
Jim Kingsbury	Grass Cutting in Play Area – April 2017 – November 2017	550.00
Kilminster Amenity Fund	Half costs for fireworks training	45.00
T. J. Thornley	Website updates/admin	20.00

b) Conclusion of Audit for accounts year ended 31 March 2017 – the Clerk reported that the Annual Return had been received back from the External Auditors, Grant Thornton UK LLP, and that the auditor’s report stated: ‘On the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met. Other matters not affecting our opinion which we draw to the attention of the council are: Annual Governance Statement 2016/17 – Box 9 on Section 1, which asks if the Authority has met all of its responsibilities where it is a sole managing trustee was left blank. This box should read ‘Not Applicable’ as the Authority is not the sole managing trustee of a trust fund. Internal Auditor’s Report – The internal auditor answered “yes” to test F regarding petty cash payments. The correct response is “not covered” as Kilminster Parish Authority does not hold any petty cash system. The Authority should ensure that the internal auditor’s report is reviewed before sending the documents to the external auditors. The Authority should minute this process. If there are any errors in the report it should either be amended by the Internal Auditor or the Authority should provide an explanation for the error.’ The Clerk confirmed that the issue regarding the internal auditors response on the petty cash payments was one that had been picked up for all her parish councils and one that she was investigating further.

c) Parish Clerk vacancy – The Clerk said that it was with regret that she was resigning from this position due to the increasing work load of this and her other work commitments. The Chairman said that the Parish Council owed the Clerk an enormous vote of gratitude and he could not have done his job without her support and she had been a terrific asset to this Parish Council, which he wanted to be minuted. The Chairman said that he had contacted a couple of people who may be interested in filling the vacancy but it may be necessary to advertise the vacancy if these enquiries were unsuccessful. The Clerk said that she would stay on until the end of the financial year and would prepare and submit the accounts for this financial year. She would also be happy to mentor any new Clerk if this was required and wanted.

d) Annual Budget – to consider annual budget figures for 2018/19 (draft report attached) – The Clerk pointed out that the Parish Council may want to make financial provision for extra hours that the Clerk may have to work in order to cover extra meetings or time-consuming issues should they arise. The Clerk pointed out that this year had been particularly time-consuming with extra meetings and yet there had been no budget allowance to cover the extra workload involved. Members agreed to increase the budget so that provision could be made for this and also to cover any expenses that the new Clerk may incur in the course of working from home. The Clerk informed members that there had been requests for grant funding from The Wiltshire Bobby Van Trust and from Headway Salisbury & South Wiltshire. Although these charities were considered worthy, members felt that they wanted to retain the local charity donation support at the current level. RESOLVED to approve the draft figures with an increase of £430 to cover the issues relating to Clerks hours and expenses.

e) To approve Precept on Wiltshire Council for 2018/19 – RESOLVED to approve the precept of £6,600.55 for 2018/19 on proposal made by Cllr. Hunt, seconded by Cllr. Reeves and carried with a unanimous vote.

47. General Items

a) The future of the village – Cllr. I. Meeker said that he had asked for this agenda item to be raised because he felt that Kilmington has more to offer than it does at the moment. He would like to see more housing in the village and to encourage small businesses. He was concerned that the village had lost many services and facilities and was worried about the survival of the school and said that it did not help that the National Trust had control of the Social Club and Red Lion Public House. Cllr. Meeker said that the Core Strategy did not seem to make any allowance for the fact that some villages may want to make themselves more sustainable and he did not know how to fight Wiltshire Council over this. Cllr. Hunt said that he thought the only way to achieve this would be via Neighbourhood Planning. A Neighbourhood Plan can be carried out by a steering group, headed by the Parish Council but ultimately needs the approval of over 50% of the residents. Grant funding is available but they usually take about 27 months to produce and you will need professional help. Members discussed Neighbourhood Plans and Cllr. Hunt said that it would be a good idea to include Stourton in the Neighbourhood Area as the National Trust would be keen and it may help with any issues relating to the Home Guard Club or Red Lion Public House. The Chairman agreed to talk to Stourton with Gasper Parish Council to get their views on doing a joint Neighbourhood Plan. Cllr. Reeves said that he thought the biggest hurdle might be getting the village on board.

b) WWI Commemorative Tree Planting – Members noted the information but agreed that no trees would be required in Kilmington.

48. Forthcoming meetings/events

- SWW Area Board Meeting – Wednesday, 6th December at Nadder Centre, Tisbury

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.