

KILMINGTON PARISH COUNCIL

Parish Clerk – Mrs Ruth Burrows Email: parishclerk@kilmingtgonwiltshire.org

Minutes of the Parish Council meeting held on Thursday, 2 December 2021 at 7.30pm at the Stourton and Kilmington Home Guard Club.

Present: Councillors G Cotton, Mrs E Hames, R Flower, A Reeves, C Reeves, C Webster
Also in attendance, Cllr George Jeans (left at 20.35 hrs) and Mrs Ruth Burrows, the Clerk.

Public Session: *This provides an opportunity for Members of the Public to raise questions about and comment on items on the Agenda.* No public in attendance.

38. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr G Hunt who had been called away for work business.

39. 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 Andrew Reeves declared an interest in item 42.1 being a close neighbour to the applicant of Planning Application PL/2021/10876

40. MINUTES – the minutes of the Parish Council meeting held on 6 September 2021 were approved and signed as a correct record.

41. MATTERS ARISING FROM THE MINUTES (not covered by other Agenda Items)

41.1 WC policy on rural highway verge mowing (item 27.6) – the Clerk confirmed an email had been sent to the authors of the WC Briefing document which outlined the PC's disapproval of the new policy. She said it had taken her three emails and a telephone call for it to be confirmed that our comments had been received. Cllr Jeans was in correspondence with the Cabinet Member for Transport, Waste, Street Scene and Flooding and he has confirmed, as did Chris Clark (new Streetscene Manager) that this year was somewhat of an experiment. The latter had also said in a telephone conversation with the Clerk, that it was highly likely the early phase cutting will be extended to May/June - especially rural verges – next year.

41.2 Dog Fouling (item 31) - The WC Dog Control and Animal Welfare Officer (Sebastian Williams) had visited Kilmington on 6 October and placed some signs where he could. If any residents are having a particular problem he can send out some signs and they can be mounted on wood and placed on the boundary line of their property if required. Cllr Flower mention a stray dog in the village which was repeatedly fouling the same area outside the flats in The Street. After discussion it transpired that the dog is owned by a resident of The Street and the Clerk was requested to contact Mr Williams and report it so that he can take up the matter with the resident. **Action: Clerk**

42. PLANNING(All applications can be viewed on Wiltshire Council's website [Planning-Wiltshire Council planning-building-control/planning](https://www.wiltshire.gov.uk/planning-building-control/planning) and type in the relevant application number)

42.1 Applications to consider at the meeting:

PL/2021/10876 demolition of a two-storey rear extension and single storey services outbuildings and corresponding replacements, extension to stables/garage and relocation of access drive at Spadgers, The Street, Kilmington. It was resolved to Support this application and the Clerk was requested to complete the relevant documentation and submit to WC Planning. **Action: Clerk**

42.2 Applications considered/determined since last meeting:

Application No. PL/2021/09744

PC Response: No objection subject to conditions

LPA: Not yet determined (decision expected mid-Dec)

43. BROADBAND – Cllr Webster reported that he had submitted a list to Matt Lloyd (BT Community Broadband) which gives 28 potential customers interested in FTTH of which 13 are businesses and the remaining 15 residents; some of these names had already been gathered by Kim Aldred. Under the Government scheme this would provide £68,000 at current funding. No response had yet been received. Cllr Webster will continue to pursue.

Action: Cllr Webster

43.1 VoIP and mobile phone signal – the Chairman said he had tried to make contact with EE regarding the provision of a mast for Kilmington in regard to leaving residents “power cut vulnerable” but had failed to receive a call back. Cllr Webster said he has a contact at EE who might be able to help.

Action: Cllrs Cotton/Webster

44. HIGHWAYS, RIVERS, FOOTPATHS & TRANSPORT

44.1 Parking outside Playing Field - nothing further to report as it had proved impossible to get agreement from all parties on a meeting date. Cllr Cotton said he was hopeful this would take place in the next week or early January.

Action: Cllr Cotton

44.2 Speed Indicator Device – Cllr Flower said the SID would be back on The Common on 1 January. As the battery is getting weak on the shared SID, he has handed over the spare battery with the equipment so that each parish now has two which can be used alternately.

44.3 Road repairs to The Street & Butts Lane dip – Cllr Cotton said there has been a sudden change of personnel in WC Highways during the last couple of weeks but he will continue to pursue the issue of the unsatisfactory repairs to The Street with Ray McKenzie who is the new Highways Principal Technical Officer. A draft 5-year Highways Maintenance Plan had been presented to the Area Board in September and the only reference to Kilmington on it was surfacing of Dukes Lane during 2022-23. A discussion followed on why this should have been included and the Clerk showed a map which indicated that the works would start at Highlands (Yarnfield, Maiden Bradley) and end at Church Road. All agreed that this road had received attention about 4-5 years ago and there was much more need of repairs and surfacing to Butts Lane starting at Church Road going up to New Road. Cllr Jeans agreed to take this up with WC. Regarding Butts Lane, the Chairman reported that he had been in contact with David Button who had been out to inspect it again and he has agreed that his hot materials team will deal with it as soon as possible.

Action: Cllrs Jeans and Cotton

44.4 Additional Traffic signage for The Street - the Chairman said he had attended the CATG meeting on 24.11.21 and funding is available for two “pedestrian in road” signs at a total estimated cost of £520. We would be required to contribute £130 towards these. The Area Board now has to approve the spend and Cllr Cotton agreed to attend the next meeting where the CATG items would be discussed.

Action: Chairman

44.5 Ditch maintenance/Flood plan - Cllr Andrew Reeves has produced a very comprehensive Flood Plan for the parish. It was agreed that the Clerk would forward this document to all members early in January and they would be asked to check and add any relevant information so that it can be approved at our next meeting in March.

Action: All

44.6 WC winter weather preparations – Cllr Andrew Reeves confirmed that he had arranged collection of our winter salt and some flood signs. The Clerk said the updated Snow Plan was now on the noticeboard and our website.

Item closed

44.7 B3092 Acceleration Lane at Coombe Barn Farm junction – the Clerk said she had written to Paul Shaddock who now heads up CATG and is Traffic Engineer of the Salisbury Transportation Team asking if there would be any funds available from WC for improvements at this junction. No reply had been received but Cllr Jeans had also been in contact with Mr Shaddock. Cllr Jeans said that any monies would most likely have to be awarded on a substantive bid application. A discussion then followed on the land available at the junction and who owned it and how such a road surface could be placed to make it safer for motorists turning left onto the B3092. Cllr Jeans said that he would continue to push for an improvement and it was RESOLVED that the PC would support him on this issue.

44.8 Parish Steward – the Chairman said he was not receiving any information from councillors and asked that they please look out for any items which needed attention and to report them to him, so that he can build up a list of tasks for Fred Winter to complete. The Clerk will send out dates for visits and a list of jobs which can be undertaken.

Action: ALL

Cllr Flower said there was a bush in the road by the bend at Ferngo on the B3092. The Clerk said she had not seen it when driving to Frome the previous day. The Chairman said he would check on 3.12.21 and if still there, the Clerk would be asked to report on the MyWilts app.

Action: Chairman/Clerk

44.9 Ash tree Dieback - regarding ash tree located on the bank by the roadside near the entrance to the vacant land at the eastern edge of Brookside, the Chairman said he had asked David Button (DB) to inspect it and this had been done yesterday (01.12.21). DB reported that he thinks it is ok at present but will come out again in the Spring and take another look. The Clerk said she had received a WC information sheet on Ash Dieback which she had circulated to all members. It indicates that this is a serious public safety issue and landowners are responsible for dealing with it on their land. The Clerk was requested to highlight this issue in her next report for the Upper Stour Parish magazine.

Action: Clerk

44.10 SWWAB Funding – Pedestrian Gates – details of a SWW Area Board circular which the Clerk had distributed to all members was discussed. £1500 per PC is available in this financial year for an unlimited number of gates with PC match funding. In view of this, it was RESOLVED that no gates needed to be replaced or any new ones installed.

Item closed

45. PLAYING FIELD

45.1 Fireworks & Bonfire Display – Cllrs Chris Reeves and Mrs Hames reported that this year's event had been very successful, with good weather and everything had gone off smoothly.

45.2 Annual RoSPA report – the Clerk said the inspector had visited Kilmington on 15 October and his report had been distributed to Darren Davis and the Playing Field Committee. Items requiring attention were primarily low risk with a few, mostly related to the skate ramps, medium risk. She said she would produce her usual list of every item requiring attention and circulate to relevant parties early in January. The inspector had highlighted that the Rocker/Springer Horse needed to be replaced.

Action: Clerk/Playing Field Comm.

46. REPLACEMENT POLES AROUND THE VILLAGE PUMP – Cllr Mrs Hames said she had been approached by Georgina Muir, our volunteer who maintains the area around the village pump, to ask if some money could be set aside for replacement poles from the Amenity Fund and the PC precept. It was RESOLVED to investigate the cost and the Chairman said he would approach Tony Chubb.

Action: Chairman

47. HM THE QUEEN'S PLATINUM JUBILEE 2022

A brief discussion on the possible PC's involvement for these celebrations next June took place and what these might include. The Chairman said that Stourton PC had asked us to join with them and the NT on the lighting of beacons. The NT are willing to finance these so there will be no cost to us. One will be on Whitesheet Hill and the other on King Alfred's Tower and that 2022 also marks the 250 years of King Alfred's Tower so it is planned to light the tower from Thursday 2 June to Sunday 5 June. Final details for both are yet to be decided.

Cllr Webster said he would be happy to be the link between the Home Guard Club and the PC and he has already made the HGC aware that any application for funding from the PC needs to target the village and not the wider audience which includes members from surrounding villages. The Chairman said that the easiest option would be for the PC to make a financial contribution to the HGC and this would need to be agreed at our next meeting in March.

Action: Cllr Webster

48. OPERATION LONDON BRIDGE

The Clerk had circulated prior to the meeting, a protocol together with notice, on the actions to be taken in the event of the death of the HM The Queen. The notice had been prepared by Celia Cotton and the PC were very grateful for her input. It was RESOLVED to approve the protocol and notice, the former will be placed on the website under Policies. It was also RESOLVED that a Book of Condolence should be purchased in readiness.

Action: Clerk

49. CLIMATE CHANGE

WC had circulated a Community Environmental Toolkit and Cllr Webster suggested that all should read and digest before the next meeting. The Chairman raised the issue of residents' burning plastic and highlighted how detrimental it is to the environment. He said that as councillors, we all needed to set an example, avoid this activity and to encourage others to dispose of plastic waste by other means.

Action: ALL

50. PUBLIC TRANSPORT

50.1 Frome Bus Service – this service had been discontinued for a few weeks and the PC had not been informed about it. The company are having problems recruiting HVG drivers but the service has now been resumed.

50.2 S W Rail & Great Western Rail cuts to timetable – an email from Graham Ellis who is a Melksham Town councillor and co-ordinator for a group objecting to forthcoming cuts to London train services from various areas of Wiltshire. The Clerk had forward this on to all members and there was a link in it for a petition to parliament uk to be signed if they wished.

Action: both items closed

51. FINANCE, POLICY & RESOURCES

51.1 Receipts & acknowledgements – the Clerk said a cheque for £399.15 from the Amenity Fund had been received for reimbursement of the cost of the fireworks less VAT which can be reclaim.

A letter of thanks had been received from Wiltshire Citizens Advice for our donation in September.

51.2 Balance of Lloyds Bank account: the Clerk reported that the balance as at today's date is £10738.42 and this reconciles with the bank statement dated 30.11.21. The Chairman duly signed the bank reconciliation form.

51.3 Payments – it was RESOLVED to make the following payments via internet banking.

Payments already made and authorised:			
Jimmy's Wholesale Ltd	Supply of Fireworks	£478.98	Chq.641
Playsafety Ltd	Annual Play Area Inspection	£132.60	FP
British Royal Legion	Wreath for Remembrance Day	£ 17.00	FP
To approve the immediate payments of:			
Stourton & Kilmington Home Guard Club	Hire of hall for December meeting	£ 50.00	FP
Mr K J Kingsbury	Annual grass mowing fee	£700.00	FP
To approve payments for 30.12.21			
Mr D L Davis	Play Area Inspections Q3	£156.00	FP
Mrs R K Burrows	Salary and allowance Q3 (after deductions)	£355.40	FP
HMRC	Clerk's PAYE Q3	£81.40	FP
To approve payments due before next meeting			
SLCC	Annual subscription (budgeted)	£70.00	FP
Mr T Thornley	Renewal of website domain (budgeted)	*TBA	FP

*the payments were approved without the exact amounts being known but they will be in accordance with budgeted figures and confirmed at the next meeting.

51.4 Payments over £100 to 30.09.21 Q1-2: the Clerk said the latest report had been circulated to all members and there were no comments or questions. This is on our website for public perusal.

51.5 Spend v Budget report to 30.09.21 Q1-2: the Clerk had circulated this report prior to the meeting; there were no comments.

51.6 To consider the Annual Budget 2022/2023 (report sent 16.11.21): the figures provided by the Clerk were discussed at some length. As WC had informed us that Town and Parish councils will have to bear the cost of future elections, she had added a sum of £1000 and this would have to be added on an annual basis to cover the £3-4000 estimated amount involved. It was agreed that the playing field costs of maintenance, grass cutting, routine inspections, war memorial maintenance and refurbishment, churchyard maintenance should all be increased slightly to cover the cost of inflation. This was on the basis that the increase might be needed on some items and if not, the excess could be added to reserves. The Clerk said she had been in contact with our Webmaster regarding the annual costs of maintaining our website and he had quoted a sum of £20 per month which would include scheduled backups along with routine maintenance; this is the cost of a premium plugin service rather than a non-back up routine maintenance package which was half of the amount quoted. It was agreed to approve the premium package but the Clerk was asked to speak to Mr Thornley regarding the web hosting charge of £158.16 pa. and to see if this could be reduced.

51.7 To approve Precept on Wiltshire Council for 2022/2023 – RESOLVED to approve the precept of £8,975.00 for 2022/23 on a proposal made by Cllr C Reeves, seconded by Cllr G Cotton and carried with a unanimous vote.

51. DATE OF NEXT MEETING

The date of the next meeting will be Monday, 7 March 2022 at 7.30 pm in the Stourton & Kilmington Home Guard Club.

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.

Signed:

Date:

These minutes will be reviewed and formally ratified by the Parish Council on 7 March 2022.