

KILMINGTON PARISH COUNCIL

Dear Sir/Madam,

I hereby give notice that on Monday 22 May 2023 the Kilmington Annual Parish Council meeting will take place at the Stourton & Kilmington Home Guard Club, immediately following the Annual Parish Meeting. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business set out hereunder. Members are reminded that the 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 or disability), Crime & Disorder, Health & Safety and Human Rights.

Signed by Ruth Burrows, Clerk

Date: 15 May 2023

AGENDA

Public Open Session: A maximum of 15 minutes will be set aside prior to the start of the meeting for questions or statements from members of the public; **each person speaking for no longer than 3 minutes.** Please note that any question requiring an answer that needs to be researched will be noted and included in the agenda for the following meeting. Statements will be noted at the meeting, but no discussion will take place unless the topic is on the agenda; any discussion will take place during the agenda item. ***(Please note that members of the public are no longer permitted to speak unless invited to do so by the Chairman.)***

151. **TO ELECT CHAIRMAN OF KILMINGTON PARISH COUNCIL FOR 2023/2024 AND TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE.**
152. **TO ELECT VICE-CHAIRMAN OF KILMINGTO PARISH COUNCIL FOR 2023/2024 AND TO RECEIVE THEVICE-CHAIRMAN'S DECLARATIN OF ACCEPTANCE OF OFFICE.**
153. **TO RECEIVE APOLOGIES FOR ABSENCE.**
154. **TO RECEIVE ANY DECLRATIONS OF INTEREST FROM MEMBERS AND TO CONSIDER REQUESTS FOR NEW DPI DISPENSATIONS.** (Councillors 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)
155. **MINUTES:** to approve the Minutes of the meeting held on Monday 20 March 2023 as a true and correct record (previously circulated).
156. **TO APPOINT/REAPPOINT INTERNAL AUDITOR**
157. **TO REVIEW COMMITTEE STRUCTURES AND TO APPOINT MEMBERS, DECIDE TERMS OF REFERENCE ETC.**
158. **TO APPOINT/RE-APPOINT REPRESENTATIVES TO OUTSIDE BODIES/ORGANISATIONS:**
 - * SWW Area Board
 - * Kilmington Parish Amenity Fund
 - * LHFIG Local Highways & Footways Improvement Group
159. **MATTERS ARISING FROM THE LAST MINUTES (not covered by other Agenda items)**
 - 159.1 **Damaged Butts Lane sign:** update from the Clerk
160. **PLANNING:** (All applications can be viewed on Wiltshire Council's website [Planning - Wiltshire Council](https://www.wiltshire.gov.uk/planning-building-control/planning) [planning-building-control/planning](https://www.wiltshire.gov.uk/planning-building-control/planning) and type in the relevant application number)
 - 160.1 **Applications to consider at the meeting:** None at the date of issue of this Agenda
 - 160.2 **Applications which may have arrived after issue of the Agenda**
 - 160.3 **Applications considered/determined and/or awaiting WC decision since the last meeting (for info only)**

PL/2023/02618 variation of condition 2 of 19/06484/FUL – installation of solar panels on the south-east roof face (in place of the approved roof lights at the northern end), number of proposed roof lights revised to 8, installation of high-level horizontal translucent GRP corrugated panel and 5 windows on the north-west elevation, insertion of a double door and removal of single door on the north-east elevation and reconfiguration of fenestration on the south-west elevation.

PC Response: Support

LPA: not yet determined

161. BROADBAND & MOBILE PHONE SIGNAL: updates from Cllr Webster

162. HIGHWAYS, RIVERS, FOOTPATHS & TRANSPORT

162.1 Speed Indicator Device: an update from Cllr Flower

162.2 Additional Signage for The Street

162.3 B3092 junction improvements at Norton Ferris

162.4 Bridleway KILM1 Green Ride

162.5 Parish Steward

162.6 Ash Dieback, The Street-

162.7 Speed Limit Assessment – Kilmington Common: to RESOLVE to support Atkins findings and apply to WC LHFIFG for funding with a 25% contribution from PC

163. PLAYING FIELD: Cllr Mrs Hames & Cllr C Reeves

164. WC LAND BEHIND THE OLD KILMINGTON SCHOOL: Chairman to update on a possible lease arrangement.

165. FINANCE, POLICY & RESOURCES

165.1 Receipts & acknowledgements since last meeting

165.2 Balance of Lloyds Bank account at 28.02.2023 & reconciliation to be signed by Chairman

165.3 Payments

<i>Payments already made and authorised:</i>		
Mr T Thornley	Annual web hosting charge & Annual SLL (Secure Server) charge	£218.15
Kilmington Home Guard Club	Contribution towards King Charles III Coronation celebrations	£500.00
Wiltshire Council	Contribution towards B3092 slow markings	£310.00
Wiltshire Council	Contribution towards speed limit assessment (The Common).	£625.00
<i>To approve the immediate Lloyds Bank Fast Payments of:</i>		
Kilmington Home Guard Club	Hire of hall for May meeting	£ 50.00
Community First Insurance	Renewal of Annual insurance 2023-24	£836.61
Wilts Assoc of Local Councils	Annual subscription 2023-24	£128.64
Upper Stour, St Mary's Church	Donation towards churchyard/cemetery maintenance	£535.00
Mere & District Link Scheme	Section 137 donation	£120.00
Kilmington News	Section 137 donation	£70.00
Upper Stour Magazine	Section 137 donation	£60.00
M Reeves	War Memorial maintenance	£90.00
Accounting & Office Solutions Ltd	Annual fee for pay-roll and supporting services	£110.00
Seeds4Success	Section 137 donation	£50.00
<i>To approve payments for 30.06.2023</i>		
Mr T Thornley	Q1 (2023-24) website maintenance	£60.00
Mr D L Davis	Q1 (2023-24) Play Area Inspections	£182.00
Mrs R K Burrows	Q1 (2023-24) Clerks Salary and allowance (nett)	£375.00
HMRC	Q1 (2023-24) Clerk's PAYE	£86.40

165.4 Internal Audit Report

165.5 Accounts & Audit - To approve accounts summary/balance sheet for the year ended 31 March 2023.

165.6 Annual Governance & Accountability Return 2022-23 Form 2 (previously circulated) to be approved and signed

165.7 To RESOLVE to certify Kilmington Parish Council "exempt" from External Audit.

165.8 To note public rights to inspect accounts.

- 165.9** To review and assess the effectiveness of internal controls (up-dated and previously circulated).
- 166. KING CHARLES III CORONATION:** Cllr Webster to provide an overview of the celebrations.
- 167. DATE OF NEXT MEETING:** the next meeting is scheduled for Monday 17 July.