

## KILMINGTON PARISH COUNCIL

Parish Clerk – Mrs Ruth Burrows Email: [parishclerk@kilmingtonwiltshire.org](mailto:parishclerk@kilmingtonwiltshire.org)

### Minutes of the Parish Council meeting held on Monday, 20 March 2023 at the Stourton & Kilmington Home Guard Club commencing at 7.30 pm

**Present:** Councillors G Cotton, R Flower, Mrs E Hames, A Reeves, C Reeves, C Webster  
Also in attendance, Cllr George Jeans (Unitary Wiltshire Council), the Clerk (Mrs Ruth Burrows) and 1 member of the public.

**Public Open Session** – there were no comments.

*(The Chairman announced that the Clerk would be recording the meeting for the purpose of producing the minutes and that once typed up, the file would be deleted from her phone)*

**138. TO RECEIVE APOLOGIES FOR ABSENCE** – accepted from Cllr G Hunt who was away on business.

**139. DECLARATIONS OF INTEREST & 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**

#### **140. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on Monday 9 January 2023 were approved and signed as a correct record.

#### **141. MATTERS ARISING FROM THE MINUTES OF LAST MEETING** *(not covered by other Agenda items)*

**141.1 Site of the Closed Whitesheet School** – the Chairman reported that the school had sold at auction for £505,000; he does not know who the successful bidders are and has requested Cooper & Tanner the agents to pass on his contact details to them. The PC was disappointed that Outcomes First had been unsuccessful in their bid to buy it for a special needs school. After discussion it was proposed by Cllr Webster, seconded by Cllr A Reeves and agreed by all that the Clerk should write to the Cabinet member of WC reminding them of our interest in the field behind the school for community use.

**Action: Clerk**

**141.2 Dog Fouling (item 134.2)** – the Clerk said that D Davis had not had to clear up dog poo from the playing field in recent weeks but she had received an email from another resident of the village complaining about this issue which is particularly bad in Church Hill and on the pavement of The Common. It was RESOLVED that Cllr Mrs Hames would mention again in the Kilmington News highlighting that if someone sees the dog owner and where they live, they know their name, they can be reported to WC and the Dog Warden will visit and there could be fines involved. **Action: Cllr Mrs Hames**

#### **142. PLANNING**

(All applications can be viewed on Wiltshire Council's website [Planning - Wiltshire Council](#) – and type in the relevant application number)

**142.1 Applications to consider at the meeting:** NONE

**142.2 Applications which may have arrived after issue of the Agenda:** NONE

**142.3 Applications considered/determined or awaiting WC decision since last meeting (for info only):**

**PL/2021/09744** erection of single unit of holiday accommodation at Street Farm, The Street.

**PC Response:** No objection subject to conditions

**LPA:** Approved with conditions on 3.2.23

**PL/2022/03915** erection of a workshop building/provision of an extended service yard for A R Diesels Ltd

**PC Response:** Object

**LPA:** Approved with conditions on 25.1.23

**PL/2022/08759** Erection of livestock shelter on agricultural land at Somerleaze, Norton Ferris

**PC Response:** Support

**LPA:** Approved with conditions 29.03.23

**PL/2022/09485** Installation of additional signage/parking machines/dog waste bins for National Trust

**PC Response:** Support

**LPA:** Approved with conditions on 20.02.23

**PL/2022/09526** Proposed larger porch at Hill View, Kilmington Common

**PC Response:** Support

**LPA:** Approved with conditions 31.03.23

**143. BROADBAND** – Cllr Webster said he is still trying to ascertain if Kilmington will be included in the scope of county-wide Project Gigabit as if we are, then there will be no need to go back to the voucher scheme/formation of a legal entity company. He said he had recently entered his postcode into the on-line voucher scheme and he was not allowed to have any which he feels is a good sign. Cllr Jeans gave the name of Victoria Mahoney as the contact Cllr Webster needs to contact to chase up.

**144. MOBILE PHONE SIGNAL** – Cllr Webster said there had been no progress on this matter due to legal issues with the wayleaves at the glider club but he will continue to speak with his contact at EE.

*Action (both items): Cllr Webster*

**145. HIGHWAYS, RIVERS, FOOTPATHS & TRANSPORT**

**145.1 Speed Indicator Device** – Cllr Flower said the device will be back on The Common next month. He asked the meeting if it was supposed to operate in foggy conditions as did not appear to. Cllr Jeans suggested asking the manufacturer but after discussion it was agreed no further action is required.

**145.2 Road Repairs Butts Lane & The Street** – Cllr Cotton said there were no updates.

**145.3 Additional signage for The Street** – the Chairman reported the signs were still in design stage and contrary to the information provided at the last meeting, the new WC contractor Milestone would be installing them which would not be until after 1 April.

**145.4 Extra safety measures on B3092 at Norton Ferris** – considerable discussion took place on this item. The Chairman has received a sketch plan of a possible **junction realignment** from WC's Paul Shaddock (PS) but this has no formal approval or authorization; in order to achieve what the plan was suggesting, would involve land being purchased from the current landowner. In addition to this Cllr Jeans said that consideration was also being given by WC Highways Transport Road Safety long term planning, for a total **road realignment of the B3092** at Norton Ferris and he hoped this could be placed in a 5-10 year forward plan. A traffic light solution was again discussed as a lesser cost option but WC has ruled this out and it will not be considered. It was agreed that the Chairman would forward details of the unofficial sketch plan to Cllr Jeans and the latter would speak with PS. *Action: Chairman/Cllr G Jeans*

**145.5 Parish Steward** - Cllr Mrs Hames said she was unsure of the date of our Steward's visits and the Chairman said that they have all been seconded to work on filling potholes throughout Wiltshire. However, our Steward did call in to see Chairman ten days ago and tried to clear the drain at the bottom of The Street. However, it needs a gully sucker and the Clerk had been requested to submit a report on MyWilts to have this done. Cllr Jeans suggested that the Chairman write to David Button (DB) WC and request him to action the work needed at the blocked drain at Yarnfield Gate as a means to get this done as nothing was happening with the report submitted to MyWilts. *Action: Chairman*

**145.6 Ash Dieback, The Street** - the chairman said the ash tree on the bank opposite the playing field has been classified as suffering from ADB and will be removed. We have no date for this work although as the road will have to be closed, we should receive advance notification. The chairman will contact DB to see if he knows anymore. *Action: Chairman*

**145.7 Blocked drains and MyWilts APP reporting** - covered under item 145.5.

**145.8 Speed Limit Assessment – Kilmington Common** - The Chairman has been informed that the survey has been completed but not yet received in finished form by Wiltshire Highways. There appears to be a positive possibility that a lower speed limit will be recommended but we must await the final report. Cllr Jeans confirmed that if that is the case, then the next step will be to submit a request to LHFIFG for the new speed limit to be implemented and this will involve the parish council in having to contribute 25% towards the cost. Cllr Cotton to distribute report to all councillors when received.

*Action: Chairman*

**145.9 Damaged Butts Lane sign** – Cllr A Reeves offered to go to the site and search for the missing damaged sign in the hedgerow before any further action taken although it was not thought it would want to be replaced as there is a sign on the opposite side of the lane. *Action: Cllr A Reeves*

The Clerk will make enquiries re the damaged Highways traffic sign showing Church and School.

*Action: Clerk*

**146. PLAYING FIELD** – Cllr Mrs Hames said that the playing field committee had been informed by D Davis that the spinning disc has broken off. He had filled in the hole with sand but when she was in the field yesterday, she had noticed had all been taken out and she replaced it. Unfortunately, the hole is probably just big enough for a small child's foot to become lodged so this will have to be monitored. A

lengthy discussion took place on the play equipment, in particular the wooden structures which are all now 20 years old. It was agreed that the Playing Field Committee would meet to decide how best to replace the small child's area equipment and report back to the PC with details. Cllr Jeans said that an SWW Area Board grant might be a possibility and the Clerk was asked to look into this. **Action: Clerk**

**147. WEBSITE INFORMATION:** it was RESOLVED the information on the Role of Kilmington PC, Councillors, Planning and Meetings that the Clerk had prepared should be placed onto our website with a couple of minor amendments and additions. **Action: Clerk**

**148. KING CHARLES III CORONATION** – Cllr Webster gave an update on the programme which is being planned for Sunday 7 May at the Home Guard Club from 12 noon to 10.30 at night. Full details will be published in the Kilmington News and Upper Stour Parish magazine. Souvenir Coronation Mugs are being purchased (100) and these will be printed up with Kilmington HGC and the PC. They will be given to all over 16-year-olds who live in the village and Norton Ferris and turn up at the event. Stourton and Gasper PC are joining in with our event but they are doing their own thing with regard to a souvenir for each household. **Action: Cllr Webster/Cllr Mrs Hames**

#### **149. FINANCE, POLICY & RESOURCES**

**149.1** Receipts & acknowledgements since last meeting - NONE

**149.2** Balance of Lloyds Bank account at 28.02.2023 was £9745.35. This reconciles with the bank statement of the same date; the Chairman signed the bank reconciliation form.

**149.3** The following Lloyds Bank faster payment were approved:

<i>Payments already made and authorised:</i>			
Mr T Thornley	Renewal of website domain (budgeted)	£ 17.02	FP
<i>To approve the immediate payments of:</i>			
Stourton & Kilmington Home Guard Club	Hire of hall for March meeting	£ 50.00	FP
Mr T Thornley	Q4 website maintenance	£ 60.00	FP
Mrs R K Burrows	Expenses (printer ink and paper)	£ 22.48	FP
<i>To approve payments for 31.03.22</i>			
Mr D L Davis	Play Area Inspections Q4	£175.50	FP
Mrs R K Burrows	Salary and allowance Q4 (after deductions)	£476.40	FP
HMRC	Clerk's PAYE Q4	£111.60	FP
<i>To approve payments due before next meeting in May</i>			
Mr T Thornley	Annual web hosting charge	£158.16*	FP
	Secure Server	£ 59.99*	FP
Home Guard Club	Contribution towards King Charles III Coronation celebrations	£500.00	FP

\*Exact amounts (budgeted) will be confirmed at the May meeting.

**149.4 Election Costs** – the Clerk was pleased to report that WC had provided some provisional figures and, whilst it is confirmed that election costs, will in the future, be passed on to Town and Parish councils, these were much lower than we have budgeted and we would not have to allocate so much in future years.

**149.5 Payments over £100 to 31.03.2023** (full year provisional) the Clerk said she had previously circulated the latest report to all members and there were no comments or questions.

**149.6 Spend v Budget report to 31.03.2023** (full year provisional) the Clerk had circulated this report prior to the meeting; there were no comments.

**149.7 To review Financial Regulations and Standing Orders:** the documents having been distributed to members in advance of the meeting, were reviewed, considered effective and agreed that no amendments necessary.

**149.8 To review & assess the effectiveness of internal controls:** the document circulated prior to the meeting had not been correctly updated and this item was deferred to the next meeting in May. **Action: Clerk**


**149.9 To review Fixed Asset Register** – the PC's Asset Register, having been distributed to members in advance of the meeting, were reviewed and agreed reflected correctly in the insurance provision.

**150. DATE OF NEXT MEETING**

The date of the next meeting will be Monday, 22 May preceded by the Annual Parish Meeting in the Stourton & Kilmington Home Guard Club.

Provisional dates for 2023-24: 17 July; 18 September; 27 November; 22 January 2024; 25 March 2024 (all Mondays) were confirmed and the Clerk will publish these on the website. **Action: Clerk**

*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.....22/05/23.....

(These Minutes will be reviewed and formally ratified by the Parish Council on 22 May 2023)