

KILMINGTON PARISH COUNCIL

Dear Sir/Madam

I hereby give notice that on **Monday, 25 March 2024** a meeting of Kilmington Parish Council will take place at 7.30 pm in the Stourton & Kilmington Home Guard Club. 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: 19 March 2024

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.)***

A G E N D A

The meeting will be recorded purely as an aide memoire for the Clerk and the preparation of the draft minutes. Once the draft have been sent to all councillors and published on our website, the recording is deleted.

215. TO RECEIVE APOLOGIES FOR ABSENCE

216. TO AMEND STANDING ORDER NO. 3.(s) TO ALLOW VOTING FOR CO-OPTION BY SECRET BALLOT

217. TO RECEIVE APPLICATIONS FOR THE OFFICE OF PARISH COUNCILLOR AND TO CO-OPT A CANDIDATE TO FILL THE EXISTING VACANCY.

218. TO RECEIVE ANY DECLARATIONS 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)*

219. MINUTES – to approve the minutes of the meeting held on 8 January 2024.

220. MATTERS ARISING FROM THE LAST MEETING (not covered by other agenda items)

220.1 Scottish and Southern Electricity Networks, Resilient Communities Fund – an emergency generator for the village – the Clerk

221. PLANNING (All applications can be viewed on Wiltshire Council's website [Planning-Wiltshire Council](#) [planning-building-control/planning](#) and type in the relevant application number)

221.1 Applications to consider at the meeting.

PL/2024/02348 loft conversion at Manor Cottage, Butts Lane.

221.2 Applications which may have arrived after issue of the Agenda.

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

PL/2022/06380 conversion of agricultural workshop/storage building to form a 2-bed dwelling with associated alterations, parking and amenity space, utilising a new vehicular access already granted planning permission under reference PL/2021/10977 at Treoaks, Butts Lane. **THE APPEAL WAS DISMISSED on 30.01.2024.**

222. HIGHWAYS, RIVERS, FOOTPATHS & TRANSPORT

222.1 Speed Indicator Device – an update from Cllr Flower & the Chairman

222.2 B3092 at Norton Ferris – an update from Cllr G Jeans

222.3 Speed Limit Assessment, Kilmington Common – an update from the Chairman

222.4 Parish Steward – an update from the Chairman

222.5 Kilmington Snow Plough status – an update from Cllr A Reeves

- 222.6 **Holding Pond by The Street and to the side of B3092** – a report from the Chairman
 222.7 **Flood Plan** – recruitment of volunteer’s recent revisions in light of changes to HGC Committee
 222.8 **Discretionary Gully Service**
 222.9 **LHFIG meeting** – to note next meeting 8 May 2024 2pm

223. PLAYING FIELD

- 223.1 **Zip Wire – reply from manufacturers** – the Clerk
 223.2 **The Council is asked to consider the extra cost of accompanying the RoSPA inspector on his visit to the playing field in September. This is approximately £40 plus VAT.** - Clerk
 223.3 **Skate Board new notice** – Clerk
 223.4 **New Committee -- report on meeting** – Cllr Mrs Hames/Cllr C Reeves

224. FUTURE OF THE HOME GUARD CLUB

225. **80TH ANNIVERSARY OF D-DAY CELEBRATIONS:** 6 June 2024 Council is asked to RESOLVE if and how the Parish Council should be involved with any celebrations.

226. **KILMINGTON SCHOOL** – an update on the entrance gate – the Clerk

227. CLERK’S ITEMS

- 227.1 **Relocation of the rubbish bin outside the playing field**
 227.2 **Free framed portrait of His Majesty The King** - does the PC wish to take up the UK Government’s funded voluntary scheme?

228. **MAINTENANCE OF THE SHEEP COTE** – Cllr Mrs Hames

229. **DHSC DEFIBRILLATOR SCHEME** – an additional machine located on The Common – Cllr Hunt

230. FINANCE & RESOURCES

- 230.1 Receipts & acknowledgements since last meeting
 230.2 Balance of Lloyds Bank account at 22.03.2024 & reconciliation to be signed by Chairman
 230.3 To approve the following Faster Payment transactions:

<i>Authorised at last meeting but not yet paid:</i>		
Wiltshire Council LHFIG	25% contribution towards Pedestrian signage The Street	£480.00
<i>For immediate payment:</i>		
Home Guard Club	Hire of hall for March 2024 meeting	£ 50.00
Mr T J Thornley	Q4 2023-24 website maintenance	£ 60.00
Mr D L Davis	Q4 2023-24 Play Area Inspections	£182.00
Mrs R Burrows	Office expenses 01.09 23-31.03.24	£39.32
Mrs R Burrows	Q4 2023-24 wages	£418.80
HMRC	Q4 Clerk’s PAYE	£97.20
<i>For payment before our May meeting</i>		
Mr T J Thornley	Annual web hosting charge	*TBA

- 230.4 **Estimated Spend v Budget report to 31.03.2024** (previously circulated)

231 NEW POLICIES & REVIEW OF EXISTING POLICIES OF THE COUNCIL

- 231.1 **Biodiversity** – for approval (previously circulated)
 231.2. **To review the following:** Asset Register, Financial Regulations, Effectiveness of Internal Controls and Risk Management, Code of Conduct (all previously circulated)

232. **DATE OF NEXT MEETING** - Monday, 20 May 2024 – Annual Council Meeting and Annual Parish Meeting.