

KILMINGTON PARISH COUNCIL

Dear Sir/Madam,

I hereby give notice that on Monday 20 May 2024 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: 13 May 2023

AGENDA

***Volunteer Guardian for additional Defibrillator Unit on Kilmington Common**

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.)*

- 233. TO ELECT CHAIRMAN OF KILMINGTON PARISH COUNCIL FOR 2024/2025 AND TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE.**
- 234. TO ELECT VICE-CHAIRMAN OF KILMINGTO PARISH COUNCIL FOR 2024/2025 AND TO RECEIVE THE VICE-CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE.**
- 235. TO RECEIVE APOLOGIES FOR ABSENCE.**
- 236. 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)
- 237. MINUTES:** to approve the Minutes of the meeting held on Monday 25 March 2024 as a true and correct record (previously circulated).
- 238. MATTERS ARISING FROM LAST MEETING** (not covered by other agenda items)
 - 238.1** Future of the Home Guard Club (item 224.)
 - 238.2** MyWilts App – collapsed gully (item 222.8)
 - 238.3** Sheep Cote – Cllr Mrs E Hames (item 228.)
- 239. TO APPOINT/RE-APPOINT INTERNAL AUDITOR**
- 240. TO APPOINT/RE-APPOINT REPRESENTATIVES TO OUTSIDE BODIES/ORGANISATIONS:**
 - * SWW Area Board
 - * Kilmington Parish Amenity Fund
 - * LHFIG Local Highways & Footways Improvement Group
 - *Wiltshire Association of Local Council (WALC)
- 241. 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)

241.1 Applications to consider at the meeting: None at the date of issue of this Agenda

241.2 Applications which may have arrived after issue of the Agenda

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

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

PC Response: Support

LPA: not yet determined

242. BROADBAND PROJECT GIGABIT: update from Cllr Hunt

243. DHSC DEFIBRILLATOR SCHEME – ADDITIONAL UNIT FOR KILMINGTON COMMON

244. HIGHWAYS, RIVERS, FOOTPATHS & TRANSPORT

244.1 Speed Indicator Device: an update from Cllr Flower

244.2 B3092 junction improvements at Norton Ferris: to inform of any progress Cllr Jeans/Clerk

244.3 Speed Limit Assessment – Kilmington Common: update from Chairman following LHFIFG meeting 08.5.24

244.4 Parish Steward

244.5 Holding Pond by The Street and to the side of B3092

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

246. FINANCE, POLICY & RESOURCES

246.1 Receipts & acknowledgements since last meeting

246.2 Balance of Lloyds Bank account at 30.04.24 & reconciliation to be signed by Chairman

246.3 To approve the following Faster Payment transactions:

<i>Payments made since last meeting but authorised:</i>		
Mr T Thornley	Annual web hosting charge & Annual SLL (Secure Server) charge	£218.15
<i>Payments authorised but not yet paid:</i>		
Wiltshire Council LHFIFG	25% contribution towards Pedestrian signage The Street	£480.00
<i>To approve the immediate Lloyds Bank Fast Payments of:</i>		
Kilmington Home Guard Club	Hire of hall for May 2024 meeting	£ 50.00
Community First Insurance	Renewal of Annual insurance 2024-25	TBA
Wilts Assoc of Local Councils	Annual subscription 2024-25	£133.93
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	£114.00
Seeds4Success	Section 137 donation	£75.00
London Hearts	Match funding for purchase of new defibrillator The Common	£750.00
Jeans Electrical	Electrical works for installation of new defibrillator	TBA
Wiltshire Council LHFIFG	25% contribution towards TRO speed assessment	£500.00
<i>To approve payments for 30.06.2024</i>		
Mr T Thornley	Q1 (2024-25) website maintenance	£60.00
Mr D L Davis	Q1 (2024-25) Play Area Inspections	£195.00
Mrs R K Burrows	Q1 (2024-25) Clerks Salary and allowance (nett)	£418.80
HMRC	Q1 (2024-25) Clerk's PAYE	£97.20

246.4 Internal Audit Report

246.5 Accounts & Audit - To approve accounts summary/balance sheet for the year ended 31 March 2024 (previously circulated).

246.6 Annual Governance & Accountability Return 2024-25 Form 2 (previously circulated) to be approved and signed

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

246.8 To note public rights to inspect accounts.

247. DATE OF NEXT MEETING: the next meeting is scheduled for Monday 15 July 2024