

KILMINGTON PARISH COUNCIL

Parish Clerk – Mrs Ruth Burrows

Email: parishclerk@kilmingtonwiltshire.org

Minutes of the Parish Council meeting held on Monday 25 November 2024 at the Stourton & Kilmington Home Guard Club.

Present: Councillors G Cotton (Chairman), Mrs E Hames (Vice-Chairman), G Hunt, A Reeves, C Reeves, R Flower, J Moore.

Also in attendance: WC Cllr G Jeans, Ruth Burrows (Clerk), 5 members of the public.

The Chairman opened the meeting at 19.35hrs.

Public Open Session – Dr R Thomas, a resident of Norton Ferris said although he had not seen the Highways Improvement form which has been submitted, he had seen the item on the agenda (281.2) and wanted to add his comments, as a resident who lives in Coombe Barn Lane. He said the junction with the B3092 is in a dip and although the speed limit is 50 mph, it always seems as though traffic is going much faster. The junction is used by tractors that have challenging manoeuvres to make, he is amazed there has not been a serious incident there but he feels it is only a matter of time before it does. As resident he would like something done about it and is hoping that the form submitted may result in this.

275. TO RECEIVE APOLOGIES FOR ABSENCE: None

276. 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*) **None**

277. MATTERS ARISING

277.1 Defibrillator Unit for Kilmington Common – the Clerk confirm the new unit was installed on 20 September and, Alex Merrick our Guardian for this defibrillator, had been a great help in overseeing the project and she has every faith that he will do an excellent job. The Chairman asked for a vote of thanks to be recorded in the minutes. **Item discharged**

277.2 Consultation on pre-submission draft Gypsies and Travellers Development Plan Document. The Chairman explained that contrary to what had been agreed at the last meeting, no response to this Wiltshire Council (WC) consultation had in fact been made on behalf of KPC. This was because after further reading of all the documentation and discussion with both Cllr Hunt and Hames opinion was, the criteria did not fit us as a parish. None of the sites proposed in the document appear to be anywhere near Kilmington and the majority seem to be expansions of existing sites resulting in really nothing for us to actually say at this point. **Item discharged**

278. MINUTES: the minutes of the Parish Council meeting held on Monday 9 September were approved and signed as a correct record.

279. 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)

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

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

265.3 Applications determined/awaiting WC decision since the last meeting (for info only):

PL/2024/06562 Long Knoll Barns, Cokers Lane BA12 7HU application to determine if prior approval is required for proposed change of use from Commercial to Dwelling Houses.

PC Response: Support

LPA: withdrawn by Applicant

PL/2024/07118 Manor Cottage, Butts Lane BA12 6RD variation of condition 2 relating to PL/2024/02348

PC Response: Support

LPA: approved with conditions 16.09.24

280. BROADBAND & MOBILE 'PHONE SIGNAL – Cllr Hunt had been in contact with Mr Jags of EE who is an infrequent correspondent. He read out the latest email from him in connection with the proposed mast in the Deverell's. In essence, the same problems already reported at previous meetings have not been resolved.

Cllr Hunt reported that whilst Vodafone had decided not to proceed with the mast at Gasper, there was another provider interested and they would be giving a presentation at the Stourton Memorial Hall on Wednesday 27 November commencing 6 pm. He was unsure if this might help Kilmington or Norton Ferris but several councillors present said they were hoping to go along to support the Stourton residents who had arranged the meeting.

Broadband – Cllr Hunt said there was no up-date Project Gigabit. However, he gave details on a “Starlink” mobile broadband unit which he and 150 others had used when on business in remote Wales during the summer which had worked brilliantly. These can be easily purchased from retailers such as John Lewis from between £300-600; a smaller mini unit at around £50. There is no contract or long-term contracts to sign up to and includes unlimited data. It was suggested this could be the way forward for the residents in remote areas still waiting on Wessex for super-fast broadband.

281. HIGHWAYS, RIVERS, FOOTPATHS & TRANSPORT

281.1 Speed Indicator Device – Cllr Flower reported and thanked Cllr George Jeans for supplying another battery for the shared unit and this now gives it 18 days without having to be changed or recharged. The SID will be back on The Common from early January.

281.2 B3092 junction improvements at Norton Ferris

(a) Highways Improvement form has been received from a Norton Ferris resident – Cllr Jeans provided the meeting with the background of how he has been attempting to have this notoriously dangerous junction placed on a future WC Highways improvement list. To-date he has been unsuccessful. He reported on an on-site a meeting with the resident responsible for submitting the Highways Improvement Form, who is present tonight, and Cllr Bill Parks (retired WC Highways officer). Cllr Parks had suggested a luminated/flashing sign could possibly be placed on the B3092 warning of the junction. Although this type of signage is generally frowned upon in rural settings, he feels an exception could be made for one in this instance. However, the cost of these would probably be too high to come from WC LHFIFG and may have to be a substantive bid for which applications close on 13 December. The Clerk read out the details on the form to the meeting and it was RESOLVED that the PC would endorse all 4 items that had been requested – urgent road surface repairs; flashing warning approaching the junction; speed limit reduction on the B3902; a metro count. The Clerk will submit the form to Paul Shaddock and separately apply for a metro counter. **Action: Clerk**

A lengthy discussion took place on the WC Local Transport Plan (LTP4) which will aim to set the policy direction for transport in Wiltshire for the next 10 years. Cllr Jeans said the consultation will commence on 28 November and he thought would run for 6 weeks so may end around 13 January (*since the meeting it is confirmed it will end on 24 January 2025*). He said this would be the opportunity to have the junction at Norton Ferris placed on a plan and become recognised that something must be done in the future to improve safety. However, it was imperative that all parishioners comment and endorse the need for improvements to be made at the junction and the logistics of a leaflet drop to all households was discussed.

(b) Update if any from Cllr Jeans – [covered under 281.2 (a) above]

281.3 Change of speed limit Kilmington Common – the Chairman reported that the works order will be issued to Milestone in December and it is anticipated that the works will be completed by the end of March 2025. Cllr Hunt asked for confirmation that the project is funded and the Chairman replied it is.

281.4 Update from WC LHFIFG meeting held on 13 November – the Chairman said it had been reported that there were £150,000 worth of projects still incomplete and all those present were extremely dispirited by this.

281.5 Parish Steward - Chairman said the Steward had appeared in the village on 4 November but councillors had not communicated to him any specific jobs for Fred Winter to undertake. The general

consensus of the members was that its rather a waste of time putting forward items forward, as they are rarely undertaken especially pot holes where he is unable to fill small ones or large ones. The Chairman said he does clear the grips and he thinks he does his best. Cllr A Reeves said it would help if the Steward could action the work and report it needs to be done if he is unable to deal with himself. The Chairman said he does report them and the in-action is down the line.

Cllr Mrs Hames said she has received many negative comments about the footpath repairs and resurfacing that had taken place at the top of Cote Lane and further down the Common and it was felt it was a complete waste of money which could have been spent on more worthwhile projects. The Chairman replied he had received an email from David Button WC explaining that those areas treated were considered to be trip risks and the money for resurfacing and repairs comes out of a central government fund and it has to be spent on the pavements and cannot be spent on the highways.

281.6 Church Road pot-holes – the Chairman apologised that he had only sent photographs to the Clerk last week to enable her to make a report on the MyWilts app. The patching undertaken a few months ago has not lasted as some years ago, a pipe was inserted under the road to take water from springs on one side to the ditch on the other side and we think it is either blocked or it has collapsed. The men who undertook the work had no knowledge of the spring so this now needs to be investigated. The Chairman said he would follow up. **Action: Chairman**

281.7 Wiltshire Local Electric Vehicle Infrastructure project survey- the survey needs to be completed by 29 November and all councillors were requested to let the Clerk have the details requested on the survey form asap to enable her to submit the details. **Action: All**

281.8 Holding Pond by The Street and to the side of the B3092 – Elizabeth Hames reported that last Thursday when she was returning home, there were two vehicles blocking off the road and two men in the middle fighting; she asked what work had they actually done last week. The Chairman said a lot of work had been carried out and there are two separate schemes on The Street. (i) a surface water scheme and (ii) the River Wyley. A report has gone into Highways that there is an urgent need to move the silt out of the pond because it was designed to be a kind of sump and there is no room for the water that should be in there. No-one has any plans of the pipework and there is as very mysterious bend in the pipe that comes out from the pond so they are unable to get a camera around it and they cannot get a high-pressure jet around it. They are probably going to have to dig it out but it looks like the work has been funded. The crew last week has discovered – that no one else ever has, that the water goes under the B3092 as we already know and then it goes around Whitesheet and ends up in the Deverill's but the outlet from the other side of the B3092 is virtually blocked and so there is a strong worded recommendation into highways that there is no use doing work further up if they don't clear that. Cllr Hames said the same crew of men and lorries were outside Brookside this morning and asked what had they been doing today. Cllr C Reeves asked who is doing the work the council or the river board. Cllr Moore asked was their objective achieved last week in the four days they were working and blocked off the road. The Chairman replied the working is being done by WC who sub-contact it to Atkins and Sapphire Utilities who have the camera and is on-going.

281.9 Green Ride signage – the Clerk reported she had been contacted by a resident asking if the Parish Council might be prepared to fund the cost of a sign for this bridleway. The sign which was in place has been removed by the resident of Green Ride who installed it in the first place. He has been contacted and we are advised he did this due to the sign being damaged and thus creating possible safety issues. Prior to the meeting she had written to WC Rights of Way asking if they could perhaps provide one but no response has been received to date; it is extremely unlikely that they will agree as town and parish councils are now responsible for street signage. It was proposed by Cllr A Reeves, seconded by Cllr C Reeves and unanimously agreed that the sign should not be replaced or funded by the PC. **Item discharged**

282. PLAYING FIELD

282.1 2024 Bonfire and Firework Display: Cllr Mrs Hames and Cllr C Reeves reported that despite the drizzle, the event had been a great success, with a turnout of around 130 coming along and a full report would be provided in the December issue of the Pink Paper.

282.2 Grass cutting – it was agreed that the Clerk would enquire as to how much it would cost to have an advertisement in the Blackmore Vale magazine inviting contractors to tender for the next three years. She would seek approval from the PC before proceeding but estimated the cost to be around £50-60.

Action: Clerk

282.3 Playing Field Advisory Committee – a meeting had been held on 21 November. John Harrison had been voted in as Chairman. John Harrison has been in contact with several play equipment companies and is hoping to have full details from 3, to replace the old wooden items in the kiddies play area, for the next PC meeting. Once it is known how much we will need to do the works, John Harrison will then apply for various grants – including the local Golden Bottle fund. Cllr C Reeves said rough estimates are that around £25,000 will be required in the first instance, although if we were to settle on a larger project, at a cost of up to £50,000, this might turn out to be more attractive to the organisations who give out the grants.

Action: PFAC

282.4 RoSPA inspection carried out 25th Oct – the report was discussed at the above committee meeting and fortunately there were no items which had been condemned. Comments recorded in the report indicated much of the wooden made equipment should be monitored as it is showing signs of wear and tear. The wet pour came under scrutiny as due to the wet weather this year, a lot of moss and algae has grown on the surface making it slippery. The inspector recommends the use of a power washer but this isn't practical due to the location and the PFAV will be looking into this. There were new comments relating to corrosion on the skate park equipment and it had been agreed that some work on these would be beneficial next year (weather permitting).

Action: PFAC

283. REPLACEMENT BENCH UNDER COPPER BEACH IN HAREPIT LANE

The Clerk said that a resident had contacted her just after our last meeting in September reporting the old bench under the Cooper Beech tree appeared to have been vandalised and could present a safety issue. Cllr Reeves was requested to remove the pieces of wood remaining from the old bench and clear the area which he did very quickly. The resident said her father would be happy to make a new one with just the cost of the wood (£70) being charged to the PC. The Chairman said the Clerk should also obtain a quote from Tony Chubb. The latter then informed the Clerk that he had made a new bench and installed it – at no cost to the PC. The Clerk had written to Tony Chubb to thank him for his continuing generosity and had informed the earlier resident what had happened. Cllr Mrs Hames proposed that as she had heard that the resident offering to make the bench had already purchased some of the materials, that he should be asked to go ahead and for the new bench to be put in the playing field or somewhere else in the village. This was seconded by Cllr A Reeves and unanimously agreed by all members.

Action: Clerk

284. CLERK'S REPORT

284.1 Website – the Clerk informed the council that she had attended a brief meeting arranged by Lindsey Wood and the new webmaster. She had learned that he had no actual experience in website management and would be contracting out anything needed to be done on our website. His expertise is on IT and computers. The Clerk said our website had not been working properly for several weeks and she experienced problems getting a response from him. The PC agreed that the Clerk should obtain information from other website providers and bring full details to the January meeting. She said that it could be a good time for the PC to possibly switch our domain to gov.uk and she has booked herself on an hour's webinar to learn what is involved and the costs. This is the way things are moving towards and whilst not yet compulsory, it might well be in a couple of years – that together with the requirement for all councillors to have a gov.uk email address. This is because of the situation which could arise if the ICO received a complaint against the PC. Their investigations would allow them to request access to all members personal email addresses if those are used for council business. Cllr Hunt suggested this should be held over until after the elections next year.

Action: Clerk

284.2 VE 80th ANNIVERSARY CELEBRATIONS – 8 May 2025 – the Clerk said she wanted to highlight this event and bring it to the attention of councillors. She has made provision in next year's budget for up to £500 towards any celebrations that the Home Guard Club (HGC) might arrange for the parish.

285. WILTSHIRE POLICE – report on drop-in session 2 November. All present agreed the drop-in session arranged at HGC on 2 November had been well attended although it was disappointing that the

Select DNA kits had not been demonstrated or any kits given out. The Clerk said she had queried this with Sergeant Sadowski who had replied to the effect that the kits can only be given out “victims of crime”. A discussion took place on the need for membership of the Wiltshire Association Neighbourhood Watch. This was thought to now be rather outdated and Cllr Moore suggested that perhaps a WhatsApp group could be set up which could warn residents of any potential suspicious activities/crime. This would need a couple of people to act as “admin” and information to be given in the Pink Paper asking for residents to opt into the group. Cllr Mrs Hames said she would ensure something was placed in the January edition.

Action: Cllr Mrs Hames/J Moore

286. FINANCE, POLICY & RESOURCES

286.1 Receipts & acknowledgements – nothing had been paid into the bank account since the September meeting although Cllr Mrs Hames had handed a cheque to the Clerk, at the meeting, from the Amenity Fund for £405.75 for the cost of the fireworks less VAT which the PC reclaims.

286.2 Balance of Lloyds Bank accounts at 22.11.24 was Current a/c £2322.60 and Instant Access a/c £15034.56 giving a total balance of **£17257.16**. This reconciles with the bank statements and the Chairman signed the bank reconciliation form.

286.3 Clerk’s Salary: the Clerk said details of the NALC pay award effective from 01.04.24 had previously been sent to all members together with a request that she moved to SCP15 on the pay scale. It was unanimously agreed that she should be paid £15.04 per hour for the 12 hours per month she is contracted to work.

286.4 The following Lloyds bank faster payment were approved:

<i>Paid since last meeting:</i>		
Jeans Electrical	Installation of defibrillation unit	£ 378.00 inc VAT
Playsafety Ltd	RoSPA annual inspection 2024	£ 146.40 inc VAT
Philip Cowell Garden Services	Removal of wasp nest in playing field	£ 48.00 inc.VAT
Jimmy’s Fireworks	Purchase of fireworks for annual bonfire	£ 486.90 inc VAT
Philip Cowell Garden Services	Annual grass cutting of playing field	£1260.00 inc VAT
A Chubb	Remove & reset gate post playing field	£ 171.62
British Legion Poppy Appeal	Remembrance Wreath	£ 20.00
<i>For immediate payment:</i>		
Stourton & Kilmington Home Guard Club	Hire of meeting venue	£50.00
Community Heartbeat	5 Year Battery Defib unit The Street	£ 261.00 inc VAT
<i>To approve payments for 30.12.23:</i>		
D L Davis	Play Area Inspections Q3 2024-25	£ 195.00
Mrs R K Burrows	Salary/allowance Q3 2024-25 plus back-dated pay award	£ 555.44
HMRC	PAYE Q3 2024-25	£ 131.20

286.5 Lloyds Bank – change in terms and interest rates – the Clerk reported that from 14 Jan 2025 Lloyds are switching our account to a Community Account which is going to cost £4.25 per month plus other charges for paying in cash and cheques. We will be allowed 100 free electronic payments a month.

286.6 Quarterly reports – Clerk will prepare the 3rd quarter report and circulate after 31.12.24.

287.1 ANNUAL BUDGET – *to consider the annual budget figures.* The Clerk was thanked by the Chairman for her work producing on this document which had been circulated to all members prior to the meeting. A new item “bank charges” had been added to the original proposed budget spreadsheet and a sum of £60 added – this amount had been deducted from Clerk’s salary which left the total budget at the same figure of £14,082.85.

Hire of HGC - it was proposed by Cllr A Reeves, seconded by Cllr G Hunt and agreed by all that the PC would pay £50 per hire of the hall rather than a set figure of £200 pa;

It was RESOLVED to accept the figures provided by Clerk and she will circulate an up-dated sheet to all members.

Action: Clerk

287.2 To approve PRECEPT on Wiltshire Council for 2025/2026. It was proposed by Cllr A Reeves, seconded by Cllr Hunt and agreed by all members to approve the precept of £14,210.00 and the Chairman signed the Precept form in the presence of the Parish Council.

Action: Clerk

288. DATE OF NEXT MEETING & FUTURE 2025 MEETINGS

The date of the next meeting will be **Monday, 20 January**. Cllr Mrs Hames said she was unsure if she would be able to attend the January meeting.

Dates for 2025 are as follows: 17 March; 12 May; 21 July; 15 September; 17 November. All are Mondays and all will be held in the Stourton & Kilmington Home Guard Club commencing at 7.30 pm unless otherwise advised.

The Chairman closed the meeting at 21.45 hrs

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:.....

(Chairman)

Date:

