

KILMINGTON PARISH COUNCIL

Parish Clerk – Mrs Ruth Burrows

Email: parishclerk@kilmingtonwiltshire.org

Minutes of the Parish Council meeting held on Monday 9 September 2024 at the Stourton & Kilmington Home Guard Club

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

Also in attendance: Wiltshire Police Sgt. Tom Newman, PC John Pagan (item 271 only); Ms Camella Town, Wiltshire Council (item 263 only), WC Cllr G Jeans, Ruth Burrows (Clerk), John Harrison (PFAC), Mr Ted Davis, Chairman (HGC), Mr Mark Box, Vice-Chairman (HGC) and 2 other members of the public.

The Chairman opened the meeting at 19.30hrs.

Public Open Session – No members of the public present wished to speak.

261. APOLOGIES FOR ABSENCE – Cllr G Hunt who is away working in Devon. On a proposal by Cllr Cotton, seconded by Cllr Flower and agreed by a show of hands of all present, apologies accepted.

262. 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**

The following item was brought forward so as to allow the two Wiltshire Police officers present to leave after discussions.

271. THEFTS IN KILMINGTON – Sgt. Newman and PC Pagan of the local Area Neighbourhood Policing Teams introduced themselves and gave an overview of how the various areas are covered in South West Wiltshire. A new operational model was introduced in January 2024 and response units now come from Trowbridge rather than Warminster as previously, as well as covering a much larger area. Kilmington comes under Mere and PC Georgina Russell and PCSO Steward Hunt cover this area but were unable to be present as they were on a day shift.

The police officers gave details of a new home DNA kit which has been successfully trialled in other parts of the country. It is the size of a nail varnish bottle and by marking valuables (unsuitable for clothing or pets) which are then recorded on a secure national asset register, it will make it easier for recovery of stolen goods. It serves as a strong deterrent against theft and research has shown that where this product is used burglary offences have been reduced by up to 80%. Wiltshire Police are prepared to be available for a drop in afternoon/evening if arranged at the Home Guard Club where details can be given to residents and some free kits made available. The Chairman and Vice-Chairman of the HGC said they would be happy for this drop-in session to be held at the Club. The Clerk was asked to make the necessary arrangements with the officers who cover Mere and the HGC, allowing sufficient time for the date to be publicised within the community.

Action: Clerk

Cllr C Reeves asked what is being done about the vehicle thefts in the area. The officers explained these are local rural gangs which can be part of a major European team which involves the National Crime Agency and Interpol. Stolen vehicles are transferred to major ports – Southampton/Bristol and placed in a container the same night they are stolen. The rabbit warren back roads around Kilmington and neighbouring villages are used as there is no ANPR and there are limited patrols between midnight and 5.00 am. Vehicles are stopped and searched but where one is blue-lighted and doesn't stop, they are let go as armed police would be needed. Cross border/county co-operation is in place between Dorset/Hampshire and Wiltshire. There has been some success recently when a vehicle was stopped near Hindon and two quad bikes and two scrambler bikes were recovered. Any burnt out vehicles should be reported to Wiltshire Police as soon as possible.

263. WILTSHIRE & SWINDON PREPARED – EMERGENCY SAFETY HUB

Ms Camella Town introduced herself to the meeting as the National Power-outage Project Officer for Wiltshire Council. She explained that the main objectives of Emergency Safety Hub are:

- (i) To provide a template for your community to help itself in an emergency
- (ii) Solve the problems your community has in an emergency using your own resources and expertise.
- (iii) Provide a safe gathering place for members of the community to support one another
- (iv) Provide a geographic location for information sharing between community members and the responding agencies (Police, Fire, Ambulance and WC authority control rooms)

Ms Town said that six months ago there were no formal ESH's set up but there are now 55 in Wiltshire and the target is for 200. Mr Box asked what the benefits might be for the HGC. Ms Town said the SSEN funding grant (closed for this year but will be opened again in 2025) could be a source of income if for example they provided solar panels which would make the community more resilient and they could generate income by providing electricity to the national grid. Likewise, a grant for the cost of a generator could be a possibility. The Chairman said that the Parish Council is acting as facilitator in this regard and it was for the current HGC committee to decide if they would like to formally become a ESH and therefore placed on the map as such. Ms Towns provided them with a pack of information to digest and to contact her with any questions and to confirm or not their agreement.

263.1 Community Flood Plan: it was agreed by the Chairman and Vice-Chairman of the Home Guard Club that the building would always be a place of safety for the residents of the village, so long as it continued to exist. Mr Box said that it is the intention of the HGC to return to a Charity Status and once that has been done, there are numerous grants and funding that can be applied for.

264. MINUTES: the minutes of the Parish Council meeting held on Monday 8 July 2024 were approved and signed as a correct record.

265. 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. None

265.3 Applications considered/determined/awaiting WC decision since 15.09.24 (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: Not yet determined

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

PC Response: Support

LPA: Not yet determined

266. BROADBAND & MOBILE 'PHONE SIGNAL: The Chairman reported that as far as the mobile signal and Deverill's mast is concerned, Cllr Hunt now has a contact with EE and they have confirmed that due to an error by their legal department, the Wayleaves contract has still not been signed for the mast's permanent transmission cable. (*see update at the end of the minutes*)

With regard to Broadband and Project Gigabit, the Chairman had been in contact with Cllr Jeans who has agreed to provide an update. Cllr Jeans said that Wiltshire Council have appointed Wessex Internet to build the infrastructure for full fibre network to South Wiltshire. Residents who are unhappy with their broadband speed and want better, can look at the following link [Project Gigabit South Wiltshire/Wessex Internet](https://www.wiltshire.gov.uk/project-gigabit-south-wiltshire/wessex-internet) enter their post code and information will be given on the current status at that address. Many will receive a message "we are planning to bring full fibre broadband to your community", others "we're sorry, we haven't planned to connect your community just yet". Use of the voucher scheme may be possible if enough interest is shown but Wessex Internet will sort all of that out.

267. HIGHWAYS, RIVERS, FOOTPATHS & TRANSPORT

267.1 Speed Indicator Device: Cllr Flower said the unit would again be in place on The Common on 1 Oct.

267.2 B3092 junction improvements at Norton Ferris: nothing further to report.

267.3 Change of speed limit Kilmington Common: The TRO's were issued last month with comments of support or objection required by today's date (9.9.24) The Chairman said he was still hopeful that the new speed limit would be up and running by the end of this year.

267.4 Parish Steward: Our steward is now back on the formal schedule and is able to work on routine items. However, he will be on holiday when his next visit is due on 1 October so we shall expect him again on 4 November.

267.5 Holding Pond by The Street and to the side of B3092: The Chairman reported that WC Highways had established that the two exit pipes are now clear and the water is flowing through them. The pipes had been unblocked by the team who came following investigations by the CCTV team.

267.6 Church Road/Cote Lane extension to Tower Road repairs: The Chairman said he felt all would agree that the repairs and patching to Tower Road and Butts Lane had been successful. We have received notification of footway resurfacing and ironwork adjustment on C55 from its junction with Butts Lane to its junction with Cote Lane for 5 working days from 28 October. Unfortunately, the repairs to Church Road did not take into account that there is a spring underneath the road or the pipe taking the spring water to the ditch is damaged. The Chairman has spoken to David Button WC but he has been requested to make a new report on MyWilts so that extra work can be undertaken on this. **Action: Chairman**

267.7 Winter Preparations PEAS: the Clerk had forwarded the details of an email from WC Winter Weather team to Cllr A Reeves who confirmed that it would not be necessary for the parish to order any salt or gel sacs for the coming winter, as sufficient stocks are being held. The grit bin in Cote Lane is nearly full and does not need replenishment. **Action: Clerk to inform WC**

268. PLAYING FIELD

268.1 2024 Bonfire & Firework Display: Cllr Mrs Hames proposed that the annual event should be held on Tues 5 Nov, this was seconded by Cllr C Reeves and agreed by all members present to go ahead. The Clerk will submit the relevant forms to our insurance company for approval asap. **Action: Clerk**

268.2 Grass cutting: Cllr Mrs Hames reported that since our July meeting the gang mowers are again being used and the field is being cut on a regular, if sporadic, basis.

268.3 Golden Bottle Trust: the Clerk reported that she had written to Ms Bella Hoare one of the Trustees of the fund and had received a very favourable response to the effect that she will be happy to consider an application from us. It was decided that this would need to wait until after the RoSPA inspection so that we can decide on what equipment to request.

268.4 Playing Field Advisory Committee: Cllr C Reeves and Cllr Mrs Hames said that before any decisions can be made on what equipment we might want to replace is made, we must wait for the RoSPA report. The Clerk said that after consultation with the PFAC she had cancelled the PC's agreement to spend an extra £50 on the inspection. She had wrongly assumed it would be possible to accompany the inspector and ask questions but that is not what happens. The inspector does his inspection and when he has finished, he asks if we have any questions; this was felt to be a complete waste of money. It was agreed that as soon as the 2024 report has been received, a meeting of the Committee will be arranged. The Chairman reminded all present that the Committee now has a new member who, unlike most councillors, has time on his hands and is very keen to progress this matter of new equipment through grants and funding. **Action: Cllrs C Reeves & Mrs Hames**

268.5. RoSPA inspection – covered under the item above.

269. RENOVATION OF THE BUS SHELTER/S: Clerk reported that volunteer, Tony Chubb had actually painted the inside of two shelters – the one at the end of Cote Lane and the one by the flats in the Street and made an excellent job of them. There had been a complaint from a resident that money should not have been wasted on this but they had quickly been informed, it had cost the parish council nothing. Mr Chubb had volunteered his services and had obtained the paint from the Civic Amenity centre – all without cost.

269.1 Bus service in Kilmington: Resident, Mrs Georgina Muir had informed the Clerk she had found information on bus service 82 from Mere to Warminster that runs on a Friday only each week and covers all 4 bus stops in Kilmington. Timetables have been laminated and Cllr C Reeves was nominated to arrange for them to be affixed to the inside of the shelters. **Action: Cllr C Reeves**

270. DEFIBRILLATOR UNIT FOR KILMINGTON COMMON: the Clerk informed the meeting that the new unit has been delivered to the Guardian, Alex Merrick. She has co-ordinated with him, Janet Swarbrick of the HGC and the electricians for installation to be carried out on Friday 20 September. (Donation update is available under item 273.1)

271.1 Neighbourhood Watch for Kilmington Discussion took place on what had previously been done in past years with co-ordinators in various sections of the village. It was undecided if this was a role for the parish council or local residents. However, it was considered important that information on thefts/suspicious vehicles are circulated around the village but again, undecided how best these should be communicated. The AGM of the Wilts Assoc is to be held on 5 October and, in addition, there could well be mention made on this subject at the SWWAB meeting on Wednesday. Cllr Jeans will be attending the latter and was asked to report back if anything of significance arises on Neighbourhood Watch. This item to be deferred to the next meeting. *Action: Clerk to remind Cllr Jeans*

272. CLERKS REPORT

272.1 Website: the Clerk said Tim Thornley is retiring and has arrange for Tim Cook who was apparently, at one time, the Mayor of Shaftesbury to take over his business. No exact timescale is currently known but Lindsey Wood is going to arrange a meeting shortly with Mr Cook and Mrs Burrows has been invited to attend. The financial implications, if any, are unknown but hopefully the cost will not be any more than we are currently paying. The front page on the website needs a revamp but the Clerk said she doesn't have sufficient knowledge of how to update it. The Clerk will report back at the next meeting. *Action: Clerk*

272.2 WALC's Training. Various courses are available and details were sent to all councillors – no requests to attend any were made. The Clerk will attend an online training session re. new **Accessibility Regulations** on 10 September which is free.

272.3 Consultation on the pre-submission draft Gypsies and Travellers Development Plan Document: The Clerk had forwarded details of this to all councillors and also uploaded information to our website. Cllr Jeans was asked to comment and he said that this document forms part of the Wiltshire Local Plan. Whilst there are no such sites in Kilmington at the present time, all landowners should be aware and read the document which highlights that a total of 71 sites are required in the whole of Wiltshire. He said there are currently 10 sites in Mere. The consultation ends on 4 October. It was **RESOLVED** that the Chairman and Cllr Mrs Hames would discuss and co-ordinate a response WC. *Action: Chaiman/Cllr Mrs Hames*

273.4 Proposed reforms to the National Planning Policy Framework – Government Consultation – the Clerk had circulated details of this video which is available on the WC 'YouTube' platform and lasts for one hour. If what is proposed goes ahead, it would mean 81% more houses must be built each year in Wiltshire, although as Cllr A Reeves pointed out, currently WC are proceeding with their original target although the Government can overrule it. Individuals were encouraged to listen to the video and submit a comment.

273. FINANCE, POLICY & RESOURCES

273.1 Receipts & acknowledgements since last meeting: the Clerk reported that donations amounting to £1000.00 had been received towards the cost of the new defib unit. £100 each from A R Diesels (Cllr A Reeves), American Thoroughbred (Cllr G Cotton), Metis Cognition (John Harrison), R&J Ltd (Cllr J Moore), Cllr Jeans, Cllr Flower. In addition, £300 from the Amenity Fund. £50 from Cllr Mrs & Mr Hames and £50 from resident John Brooks. Vice Chairman, Mr Mark Box said that the HGC would be happy to donate £50 towards it. **This makes a total of £1050 received to date.**

273.2 Balance of Lloyds Bank current account at 31.08.2024 was £3,469.20. This reconciles with the bank statement of the same date and the Chairman signed the bank reconciliation form.

273.3 Lloyds Bank Instant Access account: the Clerk said she had opened this account on 1 August with a transfer of £10,000 from the current account. Gross interest of £2.47 was added on 9 August so that is obviously the date each month when the interest is calculated. **Total balance of this account at 31.08.24 was £10,002.47.** She had completed and returned to the bank a 13-page form relating to tax residency but having telephoned the bank to ask about tax being paid on the interest, she had been told it was of no concern to them and that it was our responsibility to declare interest payments to HMR&C; she assumes therefore that no tax will be payable.

273.4 The following Lloyds Bank faster payments were approved:

<i>Paid since last meeting:</i>		
Community Heartbeat	Purchase of new defib unit for The Common	£1704.00*

Already authorised but not yet paid:		
Jeans' Electrical /Tom Sheen	Installation of the defibrillator	£ 378.00 *
Wiltshire Council LHFIG	25% contribution towards TRO's	£ 500.00
Wiltshire Council LHFIG	25% contribution towards Pedestrian signage	£ 480.00
For immediate payment:		
Home Guard Club	Hire of meeting venue (Sept 2024)	£50.00
Citizens Advice Wiltshire	Section 137 donation	£50.00
Mrs R Burrows	Purchase of two basketball nets	£7.99
Mrs R Burrows	Paper/ Inkjet printing April – Aug 2024	£20.69
Mr T Thornley	Website maintenance Q2 2024-25	£60.00
To approve payments for 30.09.24:		
D L Davis	Play Area Inspections Q2 2024-25	£195.00
ICO (direct debit)	Subscription for Data Protection (policy doc)	£35.00
Mrs R K Burrows	Salary and allowance Q2 2024-25	£418.80
HMRC	PAYE Q2 2024-25	£97.20
To approve payments due before next meeting:		
Jimmy's Wholesale Fireworks	Purchase of fireworks for 5 November	TBA
British Royal Legion	Purchase of Remembrance Wreath	£20.00
Playsafety Ltd	Annual Play Area Inspection 2024	TBA
Philp Cowell	Playing field annual grass cutting	£1260.00*

*including VAT


273.5 Clerk's quarterly reports: the Clerk will circulate 2nd quarter expenditure v budget and payments over £100 reports as soon as possible after 30.09.24. **Action: Clerk**

274. DATE OF NEXT MEETING

The date of the next meeting will be **Monday, 25 November** in the Stourton & Kilmington Home Guard.

(update on item) 266. MOBILE 'PHONE SIGNAL – the latest information we have on the mast on the Deverils is that the Wayleaves agreement was in fact signed on 8 July but there are ongoing discussions regarding the mole-ploughing route for the transmission cable to lie in. Apparently, it seems part of the cable route is not actually fit for mole-ploughing. Openreach are trying to resolve this problem.

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: 24/11/24 (Chairman)