

KILMINGTON PARISH COUNCIL

Parish Clerk – Mrs Ruth Burrows

Email: parishclerk@kilmingtonwiltshire.org

Minutes of the Parish Council meeting held on Monday 17 March 2025 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: Cllr G Jeans, Ruth Burrows (Clerk), John Harrison Chairman, PFAC and 1 member of the public.

The Chairman opened the meeting at 19.30 hrs.

Public Open Session – no members of the public wished to speak in the Open Session.

The Chairman reminded all present that the meeting was being recorded purely to assist the Clerk with the minutes and one they had been typed in draft format it would be deleted.

301. TO RECEIVE APOLOGIES FOR ABSENCE: None

302. 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.**

303. MINUTES – the minutes of the Parish Council meeting held on Monday 20 January were approved and signed as a correct record.

304. MATTERS ARISING FROM THE LAST MEETING: None

305. 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)

305.1 Applications to consider at the meeting: None.

305.2 Applications which may have arrived after issue of the Agenda: None.

306. BROADBAND & MOBILE 'PHONE SIGNAL – Cllr Hunt said some progress has been made; the microwave link has been approved and the steelwork required for the microwave dish was installed on the tower at the Gliding Club on 10 March. The mast being used at the other end of the microwave link is located near Shaftesbury and needs to be strengthened. The pipework for this has now been designed and approved and is currently awaiting a quote for completion.

307. HIGHWAYS, RIVERS, FOOTPATHS & TRANSPORT

307.1 Speed Indicator Device – Cllr Flower said the unit is currently in Zeals. Now that the new lower speed limit is due to take effect from next week, it will be much easier for him to do the changeovers as the unit can remain on 30 mph for both parishes. He thanked the Chairman for purchasing the new battery charger and suggested that all 3 parish council owners of the unit should split the cost. No decision was made on this.

The Chairman suggested that it might be time to consider upgrading the current unit to one that can record and produce data, as he understands the police are more interested in enforcement of 30mph than any other limits. It was RESOLVED to leave this matter under after the 1 May elections. **Action: Clerk**

307.2 B3092 at Norton Ferris/LHFIG Meeting – no decisions on any of the outstanding LHFIG items could be made at the last meeting of this group held on 5 February due to no money being available and not knowing how much the new WC would be allocating for the next financial year. It was agreed to keep this item on future agendas for the foreseeable future. **Action: Clerk**

the amount of water used to clean the wet pour had caused this. Cllr C Reeves who owns the access track and field behind the playing field said he did not think this had ever caused any flooding previously. The Clerk said she believed the photos provided had been taken after the wet-pour had been cleaned and it was all the water that needed to be used to do the job that had in fact saturated the ground. We never experienced flooding to such an extent but the situation would need to be monitored. **Action: PFAC**

308.3 Playing Field Advisory Committee – John Harrison, Chairman of the PFAC said the Community Consultation, held by way of a drop-in session at the Home Guard Club on 1 March, was relatively well attended and several useful comments were received. The purpose of the meeting had been to consult with local residents about the plans to replace and enhance the current equipment which will be done in phased manner. John Harrison will now proceed to the next stage and seek funding, as well as obtain a design (with costs) for an area in the field for benches, flowers and trees which a local resident has agreed to provide free of charge. **Action: John Harrison**

309. LOCAL WILTSHIRE ELECTIONS – 1 May 2025

The Clerk reminded all members of the timetable for the submission of nomination forms for the Parish Council elections which must be taken by hand to the Salisbury Bourne Hill offices.

310. WHATSAPP/NEIGHBOURHOOD WATCH GROUP –

Cllr Moore said the APP is now active and has 43 members. So far there has not been much in the way of posts affecting Kilmington but a couple from surrounding villages reporting suspicious activity. It was agreed that a reminder of the APP should be placed in the June Pink Paper.

Action: Cllrs Moore/Mrs Hames

311. 80th VE DAY ANNIVERSARY – HOME GUARD CLUB

The Clerk reminded councillors that £500 had been earmarked in the new financial year's budget as a contribution towards this event. The Home Guard Club were actually meeting tonight to decide what the programme would be. It was RESOLVED that the Clerk would email members with details and they would then decide how much should be donated. **Action: All/Clerk**

312. CLERK'S ITEMS

312.1 Costs associated with the Recording of Meetings – the Clerk said it is currently costing £1.99 per month for the Voice Recorder app on her iPad but obviously we only need to use it every other month. For a full year it is going to cost £19.90 plus VAT which we can reclaim. The Chairman had offered to loan his digital voice recorder to the PC which will save these costs. He will hand over the machine for the Clerk to trial before the next meeting. **Action: Chairman/Clerk**

312.2 Website Transfer – the Clerk reported the transfer of our website to our new host service provider (Web Squared) will be completed before the end of March. She asked if anyone had a drone or any aerial photos which might be used on our website. St Mary's church had been used as a focal point on the current website and whilst there will be photos of that on our revised one, the Clerk thought some aerial photos would be a good feature. Cllr Jeans said that a local photographer, as well as the Mere Photography Club might be able to help in this respect and promised to let the Clerk have contact details. **Action: Cllr G Jeans/Clerk**

313. FINANCE, POLICY & RESOURCES

313.1 Receipts & acknowledgements since last meeting – the Clerk said that since the last meeting a payment of £100 was received into our bank account from Dr and Mrs R Thomas of Norton Ferris, as a donation towards the defibrillator unit here at the Home Guard Club. She said this has been acknowledged and had written to thank them on behalf of the PC.

313.2 Balance of Lloyds Bank accounts at 10.03.25. – the Clerk said the balance of the current account was £975.46 and Instant access saving account £15083.63 giving a total of £16059.09. A total of £83.63 has been received in interest on this account since opening it in August. The bank reconciliation statement was signed by the Chairman.

307.3 Change of Speed limit, Kilmington Common – the Chairman said the new 30mph speed limit is confirmed as becoming legal from 24 March. During the last couple of weeks, roundels have been marked on the roads and some signage installed. However, the original plan, as agreed by KPC and Highways, does not seem to have been followed. One 30mph sign has been placed behind a telegraph pole so that only the 0 of the 30 can be seen until very close up and another has been hidden behind a tree. The Chairman has taken this up with WC Highways and today they have told him that once the speed limit along Stourton Lane has been lowered to 30 mph then the one behind the telegraph pole can be removed. This might be at least a year into the future and the Chairman agreed to continue to press WC to place the signs as per the original agreement. *Action: Chairman*

307.4 Holding Pond, the Street – the Chairman said that when he attended the recent WC SWW Area Board meeting, he met Joe Flye from the National Trust who explained that they are seeking to expand their responsibilities in the areas around the properties they operate. In our case they are going to do everything they can to improve the headwaters of the River Wylde. This coincides with them taking back Berkley Farm and so they are going to be responsible for the River Wylde as it flows under the B3092 and across the extent of Berkley Farm and Whitesheet Hill. They are very keen on whatever that upgrading involves and a meeting has been arranged at Stourton Memorial Hall on 27 March at which the Environment Agency will be present, along with all manner of people, to discuss the situation. The Chairman said there are two problems with the pond (i) it needs digging out so that it can be a collection pond; it is too silted up which is what causes the overflows but the wet material cannot be removed under current legislation as it would be illegal to do so. However, it might be possible to move it onto Berkley Farm for it to disintegrate there and he is going to try to persuade the NT to pay or at least contribute towards the costs of doing that. (ii) there are two pipes coming out of the pond but so far three CCTV cameras have been unable to establish the routes of the pipes. WC Highways are aware of this and will do something about it when they have enough money and people – it is a continuing project. *Action: Chairman*

307.5 Church Road pot-holes – there was no update available.

A discussion followed on the MyWilts app which must be used to report all highways items. Cllr Flower asked what the time limit was on highway repair warranties as the repairs on Drury Hill are now down to gravel. However, these had been undertaken at least 3-4 years ago. Cllr Jeans said it was around 3 months. *Action: Chairman*

Cllr Jeans also said that WC had agreed to spend an extra £20-22M in 2025-26 on improving highways throughout the county, with more roads resurfaced, more potholes filled, and more gullies emptied in every part of Wiltshire.

307.6 Parish Steward – he last came to the village on 3 March when he undertook work to clear some drains. There is now a machine clearing out the grips.

307.7 Discretionary Gully Service – the Clerk had circulated the WC schedule that indicates it will be in Kilmington w/c 3 November. Three weeks beforehand a form will be sent for us to complete and we must indicate our 5 key areas on which we need them to concentrate. This will need to be decided at our September meeting. *Action: Clerk to include on Sept agenda*

308. PLAYING FIELD

308.1 Car Parking outside the playing field – no progress to report apart from today, the Chairman had been informed that Simon Kelly is the WC officer who may be able to give us some information on this. He will contact him and report back at the May meeting. *Action: Chairman*

308.2 Flooding of the playing field – play area/wet pour in particular – the cleaning of the wet-pour area of the playing field was discussed and those who had seen it, agreed that Tony Chubb had achieved a very successful result. However, the area, as well as the land up to and including the gazebo, had become very badly flooded. Tony Chubb had sent photographs to the Clerk and made comment that apart from the really heavy rainfall which occurred prior to him going to the field, the hardcore being put on the track which runs alongside the field had contributed to the cause of this. The consensus was that

313.3 To review and approve the following Policies/documents

- Asset Register – updated to include the 2 x new benches and springer horse removed
- Financial Regulations – no change
- Effectiveness of Internal Controls – slightly modified
- Risk Management – no change

Members agreed with all the policy documents that had been circulated prior to the meeting and it was RESOLVED to accept them without further amendment.

313.4 The following Faster Payment transactions were approved:

<i>Paid since last meeting:</i>		
Lloyds Bank (direct debit)	Bank charges 10.01.25 - 09.02.25	£ 4.25
Mr T Chubb	Repairs and cleaning Playing Field surface/equipment	£500.00
<i>For immediate payment:</i>		
Mrs R Burrows	Blackmore Vale invoice for grass cutting tender advert	£ 86.40 Inc VAT
Mr G Cotton	Living Chich invoice for Smart SID battery charger	£ 39.99 inc VAT
Web Squared	Website Domain name transfer	£ 18.34
Mrs R Burrows	Amazon invoices for essential safety signs/tape for playing field	£ 43.11 inc VAT
Mrs R Burrows	Office expenses 01.09.24 - 31.03.25	£ 22.11 inc VAT
Home Guard Club	Hire of hall for March 2025 meeting	£ 50.00
<i>For payment before end March</i>		
Mr D L Davis	Q4 2024-25 Play Area Inspections	£195.00
Mrs R Burrows	Q4 2024-25 wages	£ 464.28
HMRC	Q4 2024-25 Clerk's PAYE	£ 108.60

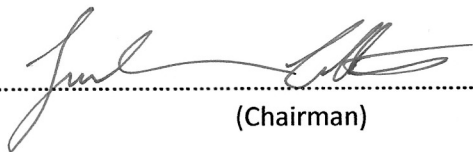
313.5 Estimated Spend v Budget report to 31.03.2024 – the Clerk had circulated to all members prior to the meeting, her estimated year-end figures. These indicated, assuming WC did not invoice us for the outstanding LHFIF items before the end of March, that the PC would carry over in (round figures) £15000 of which £12600 is set against earmarked reserves, leaving £2,400 as working reserves.

314. DATE OF NEXT MEETING will be the Annual Meeting of the PC on Monday, 12 May 2025 and this will be preceded by the Annual Parish Meeting.

The Chairman closed the meeting at 20.45hrs

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: 12/05/25.....