

KILMINGTON PARISH COUNCIL

Dear Sir/Madam

I hereby give notice that on **Monday, 17 November 2025** 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.

Ruth Burrows

Signed by Ruth Burrows, Clerk

Date: 10 November 2025

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.)**

Please be aware that the meeting will be recorded for the purpose of production of the Minutes and once the draft has been issued, the recording will be deleted.

AGENDA

41. TO RECEIVE APOLOGIES FOR ABSENCE

42. 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)*

43. MINUTES – To approve the minutes of the Parish Council meeting held on 8 September 2025.

44. MATTERS ARISING

44.1 Winter Preparations PEAS - Cllr C Reeves to confirm collection of salt from WC Warminster depot.

44.2 Purchase of replacement Basketball nets: Clerk has passed two new nets to Darren Davis.

45. 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)

45.1 Applications to consider at the meeting: None

45.2 Applications which may have arrived after issue of this Agenda

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

PL/2025/06835/07029 Kilmington House, Butts Lane BA12 6RD application for conversion of an existing barn into a 3 bedroom annexe & Listed Building consent.

PC Response: Support

LPA: Approved with conditions 17.10.25

PL/2025/06908 Eurodec Promenade Tiles, The Highlands, Norton Ferris BA12 7HT application for erection of a storage building for ancillary purposes.

PC Response: Support

LPA: Approved with conditions 22.10.25

PL/2025/07002 4 The Street, Kilmington BA12 6RG – application for proposed creation of Off Road Parking areas and New Vehicular Access.

PC Response: Support

LPA: Approved with conditions 21.10.25

PL/2025/07008 3 The Street, Kilmington BA12 6RG - application for proposed creation of Off Road Parking areas and New Vehicular Access

PC Response: Support

LPA: Approved with conditions 21.10.25

PL/2025/07191 Knoll Farm, Norton Ferris – application to change of use of land and building for storage purposes.

PC Response: Object

LPA: Not yet determined

(Cllr A Reeves declared an interest in this item and did not vote) Full details will be in the Minutes of the meeting.

46. BROADBAND & MOBILE PHONE SIGNAL – Cllr Brooks to give any available update.

47. REPORT FROM UNITARY COUNCILLOR G JEANS

48. HIGHWAYS, RIVERS, FOOTPATHS & TRANSPORT

- 48.1 WC Free Traffic Survey for Kilmington Common - update (if any) from Cllr Brooks
- 48.2 Parish Steward - Chairman to report on jobs undertaken since last meeting
- 48.3 Church Road repairs – update (if any) from the Chairman
- 48.4 Holding Pond by The Street and to the side of B3092 – update and closure of item - Chairman
- 48.5 B3092 junction improvements at Norton Ferris – update (if any) from Cllr Jeans
- 48.6 WC Free Traffic Survey for B3092 at Norton Ferris – update from the Clerk
- 48.7 WC Discretionary Gully Service – update on WC crew attendance in Kilmington (the Clerk)
- 48.8 Car parking for Brookside - update (if any) from the Chairman
- 48.9 Public footpaths in Kilmington – to consider a resident’s offer of help at meeting 08.09.25 for regular reporting of problem issues

49. PLAYING FIELD

- 49.1 2025 Bonfire and Firework Display – report from Cllr Mrs Hames & Cllr C Reeves.
- 49.2 Replacement of a new waste bin in Playing Field – Clerk has provided quotes to PFCA
- 49.3 Playing field & playground refurbishment plan – an update -PFAC Chairman, John Harrison, if available.
- 49.4 RoSPA inspection – results of inspection

50. CLERKS VACANCY – update

- 50.1 To introduce the new Clerk and RFO – Steven Willis with effect from 1.12.25.
- 50.2 To approve payment of December wages for current Clerk and agreement she will stay on until 31.01.26 without pay.
- 50.3 Approval sought by current Clerk for Parish owned laptop to be updated by installation of Microsoft 365 with Defender package at a cost of £171.36 incl. VAT (£142.80 excl.) (details emailed to all members)
- 50.4 To approve cost of hire of HGC for Clerk interviews.

51. SW AMBULANCE CHARITY – donation request to help fund a vehicle (details emailed to all members)**52. CLERK’S REPORT**

- 52.1 Replacement post for area surrounding War Memorial approval of expenditure
- 52.2 Bus shelter time tables – you do want to replace existing frames?
- 52.3 Parish Council loss of email data, subsequent actions and costs involved

53. FINANCE, POLICY & RESOURCES

- 53.1 New financial regulations for 2025-26 accounts – Assertion 10
- 53.2 Receipts & acknowledgements since last meeting
- 53.3 To note balances of Lloyds Bank current account at 14.11.25 and Instant Access Account. To note internal bank transfer undertaken by the Clerk during Sept/Oct; reconciliation statement to be signed by Chairman.
- 53.4 Lloyds Bank payments authorities and approvals – removal of current Clerk, addition of new Clerk early in January 2026.
- 53.5 Payments to be authorised:

<i>Paid since last meeting:</i>		
Lloyds Bank (Direct Debit)	Bank charges (10 Aug – 9 Sep 2025)	£4.25
	Bank charges (10 Sep – 9 Oct 2025)	£4.25
Mrs R K Burrows	(Amazon) 2 x basketball nets	£7.99
Blackmore Vale Magazine	Advert for new Clerk	£183.30
Jimmy’s Wholesale Fireworks	Purchase of fireworks	£489.90
Wiltshire Council	Cost of uncontested election on 1 May 2025	£340.00
British Royal Legion	Purchase of Remembrance Wreath	£20.00
Playsafety Ltd	Annual Play Area Inspection 2025	£148.80
Wiltshire Council	Additional pedestrian signage in The Street	£480.00
Rob Pearce	Final payment Year 1 grass cutting of the playing field	£750.00
<i>For immediate payment:</i>		
Home Guard Club	Hire of meeting venue (Nov 2025)	£50.00
Home Guard Club	Hire of hall for interviews (4.11.25)	£25.00
Web Squared Ltd	Website charges	£96.10

Guy Nelson	Updating/reconfiguration of PC's laptop	TBA*
To approve payments for 30.12.25:		
D L Davis	Play Area Inspections Q3 2025-26	£208.00
Mr S Willis	Salary and allowance (December 25)	TBA*

***details will be provided in the Minutes.**

54. ANNUAL BUDGET – to consider and agree the annual budget figures (previously circulated by the Clerk)

54.1 To approve PRECEPT on Wiltshire Council for 2026/2027

55. DATES OF MEETINGS IN 2026

Suggested dates are second Monday every other month:

12 January; 9 March; 11 May; 13 July; 14 September; 9 November 2026

Councillors must consider the following when discharging their duties: Equal Opportunities (Race, Gender, Sexual Orientation, Marital Status, and any Disability); Crime & Disorder; Health & Safety; Human Rights