KILMINGTON PARISH COUNCIL
Parish Clerk – Mr Steven Willis Email: clerk@kilmingtonwiltshireparishcouncil.gov.uk

Minutes of the Annual Parish Council meeting held on Monday, 14 Sep 2026 at the Stourton & Kilmington Home Guard Club.

Present: Councillors J Brooks, G Cotton, R Flower, Mrs E Hames, J Moore, C Reeves.
In attendance, S Willis (Clerk), Cllr G Jeans (Wiltshire Council) and 3 members of the public.

The meeting opened at 7.32 pm

Public Open Session: No Matters were raised.

32 **To receive apologies for absence**: Apologies were received from Cllr T Day

33 **To receive any declarations of interest from members and to consider requests for new DPI dispensations**:

33.1 Cllr G Cotton declared an interest in application **PL/2026/00248** and **PL/2026/00203 (Little Thenford)** as a neighbouring resident.

33.2 Cllr E Hames declared an interest in application **PL/2026/05090 (Street Farm)** and took no part in the discussion or vote on that application.

34 **Minutes of the meeting 13 July 2026**. **Resolved**: Minutes approved and signed by the Chair.
Proposed: Cllr Hames **Seconded:** Cllr Moore **Carried unanimously**

35 **Matters arising**: The Clerk reported that the Council's further correspondence regarding the proposed closure of Mere Fire Station had been sent to Dorset & Wiltshire Fire and Rescue Authority, the Chief Fire Officer and the local Member of Parliament. Members noted the response received from Dr Andrew Murrison MP acknowledging the Council's concerns and agreeing that continued vigilance would be required regarding the future of retained fire stations.

36 **Planning.** (All applications can be viewed on Wiltshire Council's website via the Wiltshire Council Planning Portal and type in the relevant application number)

36.1 **Applications to consider at the meeting**:

36.1.1 **PL/2026/00248 Little Thenford, The Street, Kilmington**

36.1.2 **PL/2026/00203 Little Thenford, The Street, Kilmington**
Members considered the applications relating to alterations to fenestration and retention of works to an outbuilding at the Grade II listed property. **Resolved:** To support both applications.
Proposed: Cllr Reeves **Seconded:** Cllr Cotton **Carried unanimously**

36.1.3 **PL/2026/05090 Street Farm, The Street, Kilmington**
Members considered the application for a single-storey extension to an existing agricultural barn. **Resolved:** To support the application.
Proposed: Cllr Flower **Seconded:** Cllr Moore **Carried unanimously**

36.2 **Applications which may have arrived after issue of this Agenda**: None

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

36.3.1 **PL/2025/07191, Knoll Farm, Norton Ferris**: Members noted that Wiltshire Council had refused the application. Cllr Jeans advised that the Council should continue to monitor the site and any subsequent appeal or enforcement activity. **Action:** Clerk to review progress periodically over the next 12 months.

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37 **Community Governance Review 2026/27:** Members considered Wiltshire Council's Community Governance Review consultation. **Resolved**: That Kilmington Parish Council confirms that its existing governance arrangements remain effective and convenient, adequately reflect the identity and interests of the local community, and that no changes are proposed.

Proposed: Cllr Brooks **Seconded:** Cllr Cotton **Carried unanimously**

38 **Red Lion Public House:** Members considered the recent correspondence from Stourton Parish Council and the National Trust regarding the future of the Red Lion. The Council reaffirmed its support for a joint meeting and site visit with the National Trust. **Action:** Clerk to advise Stourton Parish Council that Kilmington Parish Council remains supportive of this approach.

39 **Broadband and Mobile Phone Signal:** Members noted an update from Wessex Internet advising that delivery of the broadband project had slipped from the first quarter to the second quarter of 2027. No further update had been received regarding mobile phone coverage.

40 **Report from Unitary Councillor**. Cllr Jeans provided an update covering:

40.1 **Local Plan**: Members were advised of recent changes to national planning policy and the implications for future housing development across Wiltshire.

40.2 **Planning Committees**: Members noted changes affecting which planning applications may be referred to committee.

40.3 **Artificial Intelligence**: Members received an update regarding the increasing use of AI-generated submissions and the resource implications for local authorities.

40.4 **Public Engagement Events**: Members noted Mere Carnival was due to take place and opportunities to become involved with the Mere Day Centre.

41 **Highways, Rivers, Footpaths and Transport**

41.1 **WC Free Traffic Survey for Kilmington Common:** Cllr Brooks reported ongoing difficulties in securing approval for a Community Speed Watch group despite survey results appearing to meet the published criteria. Cllr Jeans offered to escalate the matter through Wiltshire Council officers and the Police and Crime Commissioner. **Action**: Cllr Brooks to forward correspondence and supporting evidence to Cllr Jeans.

41.2 **Parish Steward:** Members noted that the Parish Steward attended on 1 September and would next attend on 1 October. Recent work included vegetation clearance and maintenance of visibility displays and road signs.

41.3 **Church Road Repairs & Drainage in The Street**: Members noted that Wiltshire Council's drainage team had undertaken investigations, but further work was currently subject to funding availability. Discussions with a local landowner regarding Church Road drainage continued.

41.4 **B3092 Junction Improvements at Norton Ferris:** No progress to report but Cllr Jeans requested the item remain on the agenda for future meetings.

41.5 **Discretionary Gully Service:** No further update.

41.6 **Winter Preparations:** Members reviewed the Community Flood Plan and the future of the Parish Emergency Assistance Scheme (PEAS). It was noted that PEAS will cease after March 2027 and councils may need to make future budget provision for emergency supplies. The Flood Plan was reviewed and several updates to volunteer and contact information were identified. **Action:** Clerk to request the maximum allocation of 20 bags of salt through the PEAS scheme and to update and recirculate the Community Flood Plan.

41.7 **Brookside Parking:** Members noted that a letter had been sent to the Leader of Wiltshire Council seeking a response within 28 days regarding the proposed parking area.

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23 **Speed Indicator Device (SID):** Members noted that both Zeals Parish Council and Stourton with Gasper Parish Council had formally agreed to participate in the purchase of a replacement SID. The order had been placed, and delivery was expected within the coming weeks. Members noted that Kilmington Parish Council would settle the invoice and recover the agreed contributions from the partner councils.

24 **Playing Field**

24.1 **RoSPA Inspection:** Members noted the annual inspection remained outstanding and no report had yet been received.

24.2 **Playing Field and Playground Refurbishment:** Members received an update from the Playing Field Advisory Committee. The Committee had identified replacement of the toddler swing and climbing wall as priorities and was seeking quotations. Members also noted ongoing difficulties recruiting additional committee members.

24.3 **Bonfire and Fireworks Display:** Members considered arrangements for the 2026 community bonfire and fireworks display due to take place on 5 November 2026. Action: Clerk to notify the Council's insurers and complete any necessary documentation.

25 **Maintenance and Repair of Parish Council Assets**

25.1 **Village Pound (Sheep Cote):** Members considered concerns regarding overhanging vegetation. The Chair reported having spoken with the neighbouring landowner, who was obtaining quotations for remedial work. **Resolved:** To allow a further four weeks for the landowner to arrange works before formal correspondence is issued by the Parish Council.

Proposed: Cllr Cotton **Seconded:** Cllr Hames **Carried unanimously**

25.2 **War Memorial Fencing:** Members received an update regarding damage to the post and chain fencing surrounding the War Memorial. The police had confirmed that no further action would be taken due to the absence of evidence or lines of enquiry. Members discussed the possibility of an insurance claim but agreed that a repair quotation should first be obtained. **Action**: Cllr Cotton to obtain a quotation for repair of the fencing and report back to members, following which a decision will be made regarding an insurance claim.

26 **Finance, Policy & Resources**

26.1 **Receipts & acknowledgements**. Interest payments on Instant Access a/c totalling £21.59.

26.2 **Balance of account** at 09.09.26 was current a/c £3,023.94; instant access a/c £ 17,360.09; the total of both accounts was £20,384.03. The reconciliation statement was signed by the Chair.

26.3 **Payments to be authorised**:

Paid since last meeting:		
Rob Pearce	Year 2.0 grass cutting of the playing field	£750
Stourton & Kilmington HGC	Donation to Summer Fete	£100.00
Stourton & Kilmington HGC	Hire of meeting venue (July 2026)	£50.00
For Immediate Payment:		
Stourton & Kilmington HGC	Hire of meeting venue (September 2026)	£50.00
ICO (direct debit)	Subscription for Data Protection	£47.00
To approve payments for 30.09.26:		
D L Davis	Play Area Inspections Q2 2026/27	£220.00
S E Willis	Staffing Costs for Q2 2026/27	£963.60
HMRC	PAYE Q2 2026/27	£186.72
To approve payments due before next meeting:		
Web Squared Ltd	Q3 2026/27	£46.50
Fireworks	Purchase of fireworks (as per item 43.3)	TBA

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Royal British Legion*	Purchase of Remembrance Wreath	TBA
Playsafety Ltd	Annual Play Area Inspection 2026	TBA

Members noted payments already made and authorised the payments listed on the agenda.

26.4 **Budget Report**: The Clerk advised that the Q2 budget monitoring report would be prepared and circulated following 30 September 2026. Members were invited to consider any budget proposals for 2027/28.

26.5 **NALC Pay Award Effective 1 April 2026:** Members considered the National Joint Council pay award for 2026/27. **Resolved:** To adopt the NALC/NJC 2026/27 pay award with effect from 1 April 2026 and to authorise payment of any salary arrears due to the Clerk arising from the retrospective implementation of the award.

Proposed: Cllr Cotton **Seconded:** Cllr Reeves **Carried unanimously**

27 **DATE OF THE NEXT MEETING 9 NOVEMBER 2026**

There being no further business, the meeting was closed at **9.31 pm**.

Signed: …… Date: ……

(Chair of the Council)

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