

## KILMINGTON PARISH COUNCIL

Parish Clerk – Mr Steven Willis Email: [clerk@kilmingtonwiltshireparishcouncil.gov.uk](mailto:clerk@kilmingtonwiltshireparishcouncil.gov.uk)

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### Minutes of the Parish Council meeting held on Monday, 09 March 2026 at the Stourton & Kilmington Home Guard Club.

**Present:** Councillors G Cotton (Chair), J Brooks, R Flower, Mrs E Hames, J Moore, C Reeves.

In attendance, WC Unitary Cllr G Jeans, S Willis Clerk, and two members of the public.

The meeting opened at 7.35 pm

**Public Open Session** – A representative from Wessex Internet attended to provide an update on the rollout of full-fibre broadband under the Government’s Project Gigabit programme. Members heard that the project has moved from planning into the detailed design phase following approval in December. Subject to the completion of land-access agreements, construction is expected to begin later in 2026, with service now likely to go live in early 2027. The representative explained the process for contacting landowners, the typical installation method, and confirmed that the new network will deliver full gigabit-capable fibre. A residents’ information meeting will be arranged once the final route is confirmed. No further issues were raised during the public session.

71 **TO RECEIVE APOLOGIES FOR ABSENCE:** None

72 **TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS AND TO CONSIDER REQUESTS FOR NEW DPI DISPENSATIONS:** None

73 **MINUTES OF THE MEETING 19 JANUARY 2026: RESOLVED:** To adopt the minutes.

#### 74 **MATTERS ARISING**

74.1 **Assertion 10 Update:** The Clerk confirmed that the new parish website and email system are now active and raised options for ongoing web-support funding. Councillors were reminded that only official ‘.gov.uk’ email addresses should be used for council business.

75 **COUNCILLOR VACANCY:** Two expressions of interest had been received and validated. Prior to the meeting, one applicant withdrew, leaving Mrs Tonia Day as the remaining candidate. **RESOLVED:** To co-opt Mrs Tonia Day to the Parish Council. Proposed: Cllr Cotton; Seconded: Cllr Hames; Unanimous. Cllr Day joined the meeting after signing the Declaration of Acceptance of Office.

76 **PLANNING** (All applications can be viewed on Wiltshire Council’s website via the [Wiltshire Council Planning Portal](#) and type in the relevant application number)

76.1 Applications to consider at the meeting: None

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

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

76.3.1 PL/2025/09898, 69–70 Silk Houses: Approve with conditions.

76.3.2 PL/2025/07191, Knoll Farm, Norton Ferris: Under consultation.

77 **BROADBAND & MOBILE PHONE SIGNAL:** Cllr Brooks summarised the Wessex Internet presentation from earlier in the evening. Mobile connectivity concerns remain significant, and further enquiries will be made through Digital Wiltshire.

**78 REPORT FROM UNITARY COUNCILLOR G JEANS:** Cllr Jeans highlighted several issues relevant to the parish:

- 78.1 The Wiltshire Local Plan has been rejected, meaning delays of up to three years before a revised plan may be in place
- 78.2 The proposed closure of Mere Fire Station, one of eight stations listed, is a serious concern for rural emergency coverage and encouraged the Council to respond to the consultation. **RESOLVED:** That the Parish Council submit a formal response to the fire-service consultation.
- 78.3 Updates on the Wiltshire Council budget, including changes to PEAS and the Parish Steward scheme.

**79 HIGHWAYS, RIVERS, FOOTPATHS & TRANSPORT**

- 79.1 **WC Free Traffic Survey for Kilmington Common:** Cllr Brooks reported that the survey is listed as complete, despite there being no physical evidence it had taken place. The dataset is expected from 16 March.
- 79.2 **Parish Steward:** The Chairman noted the Steward presence had been limited due to gritting and emergency works. No new visits yet confirmed.
- 79.3 **Church Road repairs** – Ongoing drainage issues were noted: awaiting Highways' confirmation of works.
- 79.4 B3092 junction improvements at Norton Ferris – No update.
- 79.5 **WC Free Traffic Survey for B3092 at Norton Ferris:** The Clerk reported that the Survey is now complete; dataset expected from 16 March.
- 79.6 **WC Discretionary Gully Service:** The Chairman is leading on liaison with the drainage team. A programme of works is due to begin mid-March.
- 79.7 **Car parking for Brookside:** The Chairman reported ongoing issues and continues to seek Wiltshire Council support.

**80 PLAYING FIELD**

- 80.1 **Playing field & playground refurbishment plan:** An email from John Harrison dated 23 February confirmed that Hoare's Bank has appointed Jocelyn Phimister and remains keen to support new playground features.

**81 LIME TREES GREEN RIDE:** Cllr C Reeves reported that the trees are in satisfactory condition; no work is required at present.

**82 FINANCE, POLICY & RESOURCES**

- 82.1 **Receipts & acknowledgements:** None.
- 82.2 **Balance of account** at 03.03.26 was current a/c- £84.30; instant access a/c is £19,808.25; the total of both accounts **£19,892.55**. The reconciliation was signed by the Chairman.
- 82.3 **To review and approve policies/documents:** Councillors reviewed updated governance and website policies which had been prepared to ensure compliance with audit and accessibility requirements but felt they needed more time to ensure full understanding. **RESOLVED:** To defer this item to a future meeting.
- 82.4 **Payments to be authorised:**

Paid since last meeting:		
Lloyds Bank (Direct Debit)	Bank charges (29 Nov 2025 – 17 Feb 2026)	£9.00
Stourton & Kilmington HGC	Hire of meeting venue (Jan 2026)	£50.00
SLCC	Annual subscription	£84.00
For immediate payment:		
Home Guard Club	Hire of meeting venue (Mar 2026)	£50.00
Web Squared Ltd	Website Charges	£1,102
D L Davis	Routine Play Park Inspections Q3 25/26	£208.00
S E Willis	Staffing Costs for Q4 25/26	£1150.32
HMRC	Employers NIC	£ 49.48

**83 STAFFING (CONFIDENTIAL)**

83.1 **RESOLVED:** To exclude the public and press under the Public Bodies (Admission to Meetings) Act 1960.

83.2 The Council reviewed the Clerk’s draft contract, workload evidence and proposed working hours.  
**RESOLVED:** To set contractual hours at 24 hours per month.

84 The next Annual Council Meeting & Annual Parish Meeting will take place on 11 May 2026.

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: .....