

# KILMINGTON PARISH COUNCIL

## NOTICE OF MEETING of PARISH COUNCIL\*

Dear Sir/Madam,

I hereby give notice that a meeting of the **PARISH COUNCIL** of the above named Parish will be held in **The Cricket Pavilion** on **Monday 3<sup>rd</sup> April 2023 at 7.30pm.**

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set below.

Councillors are requested to attend at 7.15pm in order that the room may be prepared in accordance with the Covid-19 safe measures adopted for the resumption of Council Meetings.

**Please note that all persons proposing to attend the meeting must adhere to the following Covid-19 Safe Conditions of Entry to the meeting**

**All attendees are recommended to use hand sanitiser provided (and bring their own hand sanitiser if they prefer).**

**No person to attend the meeting if they or anyone in their household has had Covid-19 symptoms in the last 7 days.**

**Attendees must leave contact details prior to the start of the meeting, or use the building QR Code.**

**If anyone becomes unwell with a new continuous cough or a high temperature in the 7 days following the meeting, they must advise the Clerk or Chair and are advised to follow the stay at home guidance.**

Dated this 29th March 2023

*Adrian Jenkins*

Adrian Jenkins: **Clerk to the Parish Council**  
Tower View Fruit Farm, Offwell EX14 9RW  
email: [kilmingtonparishclerk@aol.com](mailto:kilmingtonparishclerk@aol.com)

# **Agenda**

Chair to welcome and outline the Covid-19 Measures adopted for Council meetings

## **OPEN SESSION (Public Forum)**

Questions & representations from parishioners relating to reports or business to be conducted on this agenda or regarding other matters which they wish to bring to Council's attention.

This is a 15 minute session where any member of the public may speak for up to three minutes.

It provides an opportunity for members of the public (who are not usually permitted to speak during the council meeting, other than by special invitation of the Chair to participate before the meeting by asking questions, highlighting matters of concern or making representations regarding Kilmington Parish. No decisions can be taken on matters raised during this part of the meeting unless the subject is already an item on the published agenda.

**Before speaking, please give your name and address to the Clerk**

## **BUSINESS TO BE TRANSACTED**

1. To receive apologies for absence and to approve reasons given (LGA 1972 S.85 (1))
2. To receive any declarations of interest relating to items outlined in this agenda (this does not preclude the duty to declare further interests as applicable)
3. Minutes of the Meeting held on 13<sup>th</sup> March 2023
4. Matters arising from the Minutes
5. Reports:
  - a) Police
  - b) District and County Councillors
  - c) Clerk – Parish Council Elections May 2023
  - d) Kilmington Neighbourhood /Warm Welcome Support
  - e) Highways Matters
    - 1) 20 mph Speed limit submission to DCC
    - 2) Speed Watch Scheme
    - 3) A35 Meeting with National Highways
    - 4) Other matters
  - f) Playground
  - g) Trees
    - 1) Tree Management Plan
    - 2) Kilmington Common Management Plan

- h) Footpaths Report
- i) Any Other Reports
- 6. Correspondence
- 7. Finance
  - a) Current Financial Position
  - b) Expenditure to be ratified
    - 1) Purchase Order placed with HAGS for works required on playground equipment -£1,688.40
    - 2) Purchase Order placed with HAGS for bi-annual operational inspection - £204.00
  - c) Expenditure to be approved for which bills have been received
    - 1) Payments to A. Jenkins for the Clerk's net amount of salary after tax/NIC deduction for the month of April 2023 (30/03/2023 to 27/04/2023) and to HMRC for the appropriate amount based on a gross salary amount of £392.96.
    - 2) Payment of £38.00 to Kilmington Playing Fields Committee for room hire on 09-01-2023 and 13-02-2023.
    - 3) Payment of £90.00 to HAGS for Engineer's site inspection on 6<sup>th</sup> March 2023 of playground equipment and works required
    - 4) Payment of £10,283.70 to Total Renewable Solutions for purchase of the battery equipment for the Village Hall PV project.
    - 5) Payment of £253.81 to DALC for 2023/24 membership renewal fees.
  - d) The King's Coronation Celebration
  - e) Quotations for purchase of picnic bench and plaque to mark the King's Coronation.
  - f) Assets Register review
  - g) Insurance Policy – consideration and completion of pre renewal questionnaire pre renewal questionnaire
- 9. Planning Applications:
- 10. Risk Management Plan
- 11. Agenda Items for Next Meeting
- 12. Date and Time of Next Meeting