

# 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 13<sup>th</sup> November 2023 at 7.00pm.**

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 6.45pm 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**

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

**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 8<sup>th</sup> November 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 9<sup>th</sup> October 2023
4. Matters arising from the Minutes
5. Planning Applications
6. Finance
  - a) Current Financial Position
  - b) Expenditure to be ratified
  - 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 November 2023 (26/10/2023 to 30/11/2023) and to HMRC for the appropriate amount based on a gross salary amount of £491.20
    - 2) Payment of £90.00 to Geosphere Ltd for 1 year renewal of the Parish Online-digital Mapping.
    - 3) Payment of £726.00 to Advanced Arboriculture Limited for arboricultural safety inspection report.
    - 4) Payment of £40.00 to Judith Simpson for weekly checking and cleaning of the two bus shelters for 2 months (15/9/2023 to 15/11/2023).
    - 5) Payment of £45.00 to DALC for booking attendance at the DALC AGM, Conference and Exhibition 27/09/2023
  - d) Closure of Santander account and transfer of closing balance to Lloyds account.
  - e) Change of bank signatories
  - f) Section 106 monies
7. Reports:
  - a) Police
  - b) District and County Councillors
  - c) Clerk
  - d) Highways Matters
    - 1) 30 to 20 mph Speed limit
    - 2) Speed Watch Scheme

- 3) A35
- 4) Other matters
- e) Playground
- f) Allotments
- g) Trees – Safety Survey report
- h) Footpaths Report
  - 1) Footpath No. 1, Kilmington  
Devon County Council Public Path Diversion and Definitive Map and Statement Modification Order 2023
  - 2) Footpath 9 – Temporary closure due to dangerous bridge extended until 14 May 2024 or until the works are complete, whichever is the sooner.
- i) Defibrillators
  - a) Proposed defibrillator at The New Inn
- j) Any Other Reports
- 8. Correspondence
  - a) Fire service consultation
  - b) Refugee resettlement – Community Sponsorship in Devon
  - c) Neighbourhood Planning and the Emerging Local Plan update and survey
- 9. To consider and adopt the draft Community Appreciation Awards Policy
- 10. Councillor training
- 11. Zero Hour – Climate and Ecology Bill
- 12. Grant application - Axe Valley and West Dorset Ring and Ride Service.
- 13. 2024 meeting dates
- 14. **PART TWO** Items which may be taken in the absence of the press and public. The Committee is recommended to pass the following resolution:- ‘Resolved that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as they involve the likely disclosure of sensitive and confidential information.
- 15. NJC National Salary Award 2023/24 Payscales for Clerks- (Implementation backdated from April 2023)
- 16. Payments to A. Jenkins for the Clerk’s 2023/24 Salary Award increase backdated to the 1<sup>st</sup> April 2023 after tax deduction for the the period 1<sup>st</sup> April 2023 to the 30<sup>th</sup> November 2023 and to HMRC for the appropriate amount based on a gross amount of £280.00.
- 17. Clerk’s Annual appraisal
- 18. Agenda Items for Next Meeting
- 19. Date and Time of Next Meeting