

# **. 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 14<sup>th</sup> August 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 6.15pm 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**

**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 9<sup>th</sup> August 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 10<sup>th</sup> July 2023
  4. Matters arising from the Minutes
  5. Minutes of the Meeting held on 28<sup>th</sup> July 2023
  6. Matters arising from the Minutes
  7. Planning Applications:
    - a) No. 23/1411/FUL- Springfield Kilmington Devon EX13 7SB  
Construction of detached garage
6. Finance
- a) Current Financial Position
  - b) Transfer of £4,000.00 from NSI account to Lloyds Account to be ratified.
  - c) Expenditure to be ratified  
Reissue of cheque to A Jenkins for £389.20 to replace Chq. No. 2247 which was not cleared.
  - d) 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 August 2023 (27/07/2023 to 31/08/2023) and to HMRC for the appropriate amount based on a gross salary amount of £491.20.
    - 2) Payment of £8.00 to Kilmington Playing Fields Committee for room hire 28/07/2023
    - 3) Payment of £768.00 to C S Garden Services SW LTD for work carried out 03/07/2023, 14/07/2023 & 26/07/2023.
    - 4) Payment of £24.39 to P. Ball to reimburse for purchase of screw eyes for the village sign, new padbolt for the allotments and for coffees for the walk-through meeting with National Highways Officers.
    - 5) Payment of £744.00 to Westcotts (SW) LLP for AGAR 22/23 Internal Audit and monthly payroll/PAYE for May 2022 to July 2023.
  - d) Closure of Santander account and transfer of closing balance to Lloyds account.
  - e) Change of bank signatories

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
  - 1) To consider and adopt the draft Kilmington Common Management Plan
  - 2) Tree safety resurvey
- h) Footpaths Report
- i) Defibrillators
- j) Any Other Reports

8. Correspondence

9. Honours, Awards. Gift Policy

10. Councillor training

11. Agenda Items for Next Meeting

12. Date and Time of Next Meeting