

KILMINGTON PARISH COUNCIL

NOTICE OF ANNUAL 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 20th May 2024 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 15th May 2024

Adrian Jenkins

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

Agenda

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

BUSINESS TO BE TRANSACTED

- | | |
|-------|--|
| 24/01 | Election of Chair |
| 24/02 | Chair to sign Declaration of Acceptance of Office |
| 24/03 | Election of Vice Chair |
| 24/04 | To receive apologies for absence and to approve reasons given (LGA 1972 5 (1)) |
| 24/05 | Members to sign their Declarations of Acceptance of Office. |

- 24/06 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)
- 24/07 Registers of Interest Forms
- 24/08 Election of Officers and Committee Representatives:
 - a) Planning Committee
 - b) Allotments
 - c) Village Hall Committee
 - d) Playing Field Committee
 - e) Arthur Hitchcock Charity (Shute)
 - f) A35
 - g) Speedwatch
 - h) 20mph
 - i) Other Highways matters
 - j) Responsible Finance Officer
 - k) Internal Auditor
 - l) Trees
 - m) The Common
 - n) Snow Warden
 - o) Emergency Planning
 - p) Footpaths Officer
 - q) Playground

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

- 24/09 Minutes of the Meeting held on 8th April 2024
- 24/010 Matters arising from the Minutes
- 24/011 Planning Applications
 - a) 24/0763/LBC - Hurford House Whitford Road Kilmington EX13 7RG
Create ensuite to bedroom 1, works to include creating new door opening and new partition wall; existing pipework on south west elevation to be removed and re-located with new pipework and vent under eaves

24/012 Finance

- a) Current Financial Position
- b) Expenditure to be ratified
- c) Expenditure to be approved for which bills have been received
 - 1) Payment to A. Jenkins for the Clerk's salary for the month of May 2024 (26/04/2024 to 31/05/2024) and the appropriate PAYE amount to HMRC based on the gross salary amount of £608.40.
 - 2) Payment of £135.18 to P. Ball to reimburse for the following purchases made by him:
 - a. £103.20 for the 2 cut glass gifts purchased to be awarded to M. Collier & S. Huscroft
 - b. £22.90 for adding calligraphy names to Long Service certificates & £2.90 postage to calligraphy lady
 - c. £6.18 for 2 picture frames for the Long Service certificates.
 - 3) Payment of £77.40 to HPS Signs Ltd for plaques for the M. Collier & S. Huscroft benches.
 - 4) Payment of £42.00 to Axminster Printing for printing of A4 Certificates.
 - 5) Payment of £420.00 to C S Garden Services SW Ltd for work carried out 10/04 and 24/04/2024.
 - 6) Payment of £60.00 to J. Simpson for cleaning of the 2 bus shelters for the months of February, March and April 2024.
- d) Insurance Policy Renewal
- e) Section 106 monies
- f) Grant application - Axe Valley and West Dorset Ring and Ride Service.

24/013 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 –
 - 1) RoSPA Report
 - 2) Other matters
- f) Allotments
- g) Trees – Safety Survey report – action plan
- h) Footpaths
- i) Defibrillators
 1. Defibrillator at The New Inn
 2. Defibrillator at the Village Hall
- j) Hitchcock Trust
- k) Any Other Reports

24/014 Correspondence

24/015 80th Anniversary of D-Day

- 24/016 War Memorial
- 24/017 'The Green' - water course
- 24/018 KPC Facebook page
- 24/019 Agenda Items for Next Meeting
- 24/020 Date and Time of Next Meeting