

# KILMINGTON PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING ON MONDAY 10<sup>th</sup> JULY 2023 AT 6.30PM IN THE CRICKET PAVILION

**Present:** P. Ball (Chair), S. Seward, K. Veberth, O. Miller,  
A. Collier, M. Jones

**In Attendance:** A Jenkins (Clerk/RFO), EDDC/DCC Cllr. I. Chubb

**Members of Public:** 0

The Chair welcomed everyone to the Council meeting and outlined / reminded everyone of the Covid-19 measures which had been adopted for Council meetings.

### OPEN SESSION

No matters raised.

### COUNCIL BUSINESS

- 1. To receive apologies for absence and to approve reasons given (LGA 1972 S.85 (1))**  
Cllr. B. Reed, N. Bayley
- 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)**  
Cllr. Seward – Item 7c3  
Cllr. Veberth and Cllr. Miller – Items 8a & 8b
- 3. Minutes of the Meeting held on 12<sup>th</sup> June 2023**  
Cllr. Veberth said that draft minutes were incorrect in that he did not second the minutes of the 15<sup>th</sup> May 2023. The draft minutes were revised to show that they had been seconded by Cllr. Collier and the minutes were then declared a true record of the proceedings, proposed by Cllr. Seward seconded by Cllr. Collier, all in favour
- 4. Matters arising from the Minutes**  
None
- 5. Reports:**
  - a) Police**  
Op
  - b) District and County Councillors**  
Cllr. Chubb reported that EDDC were now holding their meetings at Blackdown House but that many staff still appeared to be working from home.

As regards to DCC, the new Chief Executive was in post and that there was a restructuring taking place with new officer appointments and roles, in particular new Heads of Finance and Highways departments..

Since the elections there had been a lot of talks placing place within Council and with other local councils about devolution.

There had been a tremendous amount of highways problems being reported, in particular relating to potholes. The extra £9.4M funding received from Government in the budget was not sufficient and DCC had requested further additional funding from Government.

**c) Clerk**

None

**d) Highways Matters**

**1) 30 to 20 mph Speed limit**

Cllrs. Ball and Seward gave an update report on the discussions with Devon Highways and advised that a meeting was due to take place with Officers on the 20<sup>th</sup> July 2023.

**2) Speed Watch Scheme**

Cllr. Seward reported that they were awaiting the equipment from the Police.

**3) A35**

Cllrs. Ball and Seward gave a brief update report.

**4) Other matters**

**e) Arthur Hitchcock Charity – Parish Council member Trustees**

Cllr. Seward proposed that that the three parish Council representatives on the Trustees be Cllrs. Dare, Ball and Miller, seconded by Cllr. Collier, all in favour. Cllr. Ball gave a brief report on the recent charity meeting.

**f) Playground**

Cllr. Ball proposed that Cllr. Miller also be one of the Councillors appointed for the Playground as she was now a trustee of the Charity, seconded by Cllr. Seward, all in favour.

The Clerk reported that had now been able to speak to Dave Cook from EDDC for some advice on the safety surface area with the colour transfer problem. Surface matting. He had advised that this was not a common problem, with only two cases in the last 15 years with EDDC and that it was generally associated with very hot weather conditions. He suggested a possible solution would be to replace the matting with a grass matting. Councillors asked the Clerk to obtain quotations for this work.

**g) 1) Trees**

None

**1) Kilmington Common Management Plan**

Deferred to next meeting

**h) Footpaths Report**

None

**i) Defibrillator**

Cllr. Ball advised that £900 had been donated/pledged by individuals towards the cost of the additional defibrillator to be located at the New Inn and this with £500 by Cllr. Chubb's from his locality fund and the £500 donation from The Kilmington Community Association, would be a substantial total contribution towards the total

cost. The Clerk had obtained a fully detailed quotation from the Community Heartbeat Trust showing the various defibrillators and support packages they offer. The Clerk said that the ownership, responsibility and governance of the defibrillator was an issue that needed to be considered and decided upon before any actual defibrillator cost and support package decision was made. Council to discuss this further at the next meeting.

**j) Allotments**

Cllr. Veberth proposed that the draft conditions be adopted with 3.19 -The use of mechanical & electrical power tools, horticultural and gardening equipment equipment, including portable entertainment equipment to be only permitted between the hours of 0800 and 1930 hours. Seconded by Cllr. Ball, all in favour.

The Clerk advised that EDF were due to install the smart meter on the afternoon of the 25<sup>th</sup> July 2023 and had requested that someone be present. Cllr. Ball volunteered to be present.

Cllr. Seward reported that during the recent assets check at the allotments, the old Hayter rotary mower was checked. Some repair work on the mower had been carried out by one of the allotment holders “Charlie“ at his or the groups cost.

As Parish council maintenance work is carried out by a qualified contractor using their equipment, Councillors asked why the parish council requires its own rotary mower. This was a liability as the KPC becomes responsible for its safe use. If allotment holders are permitted to use it, this would not be economically viable to ensure their safety. Following a discussion it was proposed that the Parish Council dispose of the mower. It was also suggested that as “Charlie “ had paid for the repairs to it, the KPC should offer it to him and any others who contributed to its repairs. Proposed Cllr.Seward, seconded Cllr. Verberth, all in favour.

**k) Kilmington Service Station Licensing hearing**

Cllr. Ball reported that he had spoken at the recent licensing meeting and had expressed the Council’s objection and concerns about the application. However, the application had been granted. The applicants had confirmed an undertaking that there would be no sale of alcohol between 0000 (midnight) and 0500 during the first six months of the new licensing.

Cllr. Ball said that he had been disappointed by the decision but that if local residents record significant nuisance and involve the police in their complaints, then we can appeal for a review of the operating hours in the future.

**l) War Memorial & Remembrance Day Service**

Cllr. Seward advised that he was awaiting the valuation costings for insurance purposes and also costings for the planned additional new memorial to be sited by the Village Hall. The date of the Remembrance Service this year is Sunday 12<sup>th</sup> November. The Clerk to request the necessary road closure.

**m) Japanese Knotweed**

Cllr. Seward reported that the Japanese knotweed recently discovered in Bim bon Lane had been treated with a herbicide wipe and that there was no knotweed stems present in the various locations which were of sufficient size to require stem injection. They could all be dealt with by leaf wipe treatment.

The Clerk said that he had requested C S Garden Services to supply him with a list of all the known Japanese Knotweed location sites on the parish council land and along the roadsides in the parish.

**n) Any Other Reports**

None

**6. Correspondence**

None

**7. Finance**

**a) Current Financial Position**

The Clerk advised that the present balance in the Lloyds Account was £6,233.81

This did not include any payments to be approved at this meeting on the 10<sup>th</sup> July 2023.

NSI Account £42,397.33

Santander Account £ 1,095.66

**b) Expenditure to be ratified**

None

**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 July 2023 (29/06/2023 to 27/07/2023) and to HMRC for the appropriate amount based on a gross salary amount of £392.96.

2) Payment of £37.00 to Kilmington Playing Fields Committee for room hire.

3) Payment of £204.00 to C S Garden Services SW LTD for work carried out 07/06/2023.

4) Payment of £ 54.71 to Axminster Printing Co. Ltd. for stationery.

5) Payment of £1,688.40 to HAGS-SMP Limited for maintenance work carried out on the playground equipment.

Payments proposed by Cllr. Jones, seconded by Cllr. Miller, all in favour. (except for Cllr. Seward who took no part in voting)

**d) Change of bank signatories**

The Clerk advised that Cllrs. Bayley, Miller and Collier had returned their signed Lloyds forms to him.

With regard to the Santander account, the Clerk advised that Santander refused to speak to him and deal with any requests for bank statements or forms as he was not a signatory. He had understood that ex Cllr. Michael Collier was a signatory but when he contacted them he was informed that he was not a signatory and they refused to speak to him also.

In the circumstances, the Clerk researched through the old minutes books to find out the history of this bank account and any information as to who the signatories are.. He had discovered that it was originally an Alliance and Leicester account opened in 2005 with signatories then being the Chairman ( that late Cllr. Kerslake), the Vice-Chairman (ex Cllr. M. Collier) and the late Cllr. O. M. Seward. A later minutes on the 8<sup>th</sup> May 2007 noted that the signatories be ex Cllrs.M. Collier, C. Bolton and S. Hodges. There was no further mention of signatories beyond that date. Cllr. Ball said that he would speak to ex Cllr. Bolton and Hodges and ask them to contact Santander to check if they are still signatories on that account.

With regard to the NS&I Account, the Clerk advised that the existing signatories were Cllr. A. Dare and ex Cllrs. M. Collier and B. Trott. Cllr. Jones proposed that the signatories be changed to Cllr. A. Dare, P. Ball and S. Seward with any two of these required to sign and authorise instructions, seconded by Cllr. A Collier, all in favour. The Clerk to contact and notify NS&I.

**8. Planning Applications:**

Councillors Veberth and Miller left the meeting room at this point due to their declared interest in Items a) and b) and took no part in the discussion and decisions on these items.

**a) No. 23/1193/FUL -Millers Farm Shop Gammons Hill Kilmington, EX13 7RA**

**Proposed agricultural store**

Cllr. Seward proposed that the Parish Council support this application, seconded. by Cllr. Collier, all in favour

**b) No: 23/1203/FUL - Millers Farm Shop Gammons Hill Kilmington, EX13 7RA**

**Proposed horticultural store**

Cllr. Seward proposed that the Parish Council support this application, seconded. by Cllr. Collier, all in favour

Councillors Veberth and Miller returned to the meeting room at this point.

**c) No: 23/1233/FUL - Highfield Kilmington EX13 7RX**

**Proposed single storey extension to the side and front with the addition of a new gable-end roof**

Cllr. Jones proposed that the Parish Council had no objection to this application, seconded. by Cllr. Seward, all in favour

**9. Honours, Awards. Gift Policy**

Deferred to next meeting

**10. Time of Meetings**

Cllr. Ball proposed that in future the ordinary monthly meetings in future start at 1900 hours and finish at 2100 hours at the latest. Also that in future the agenda order be amended so that Planning Applications and Finance follow after the Matters Arising item. Seconded by Cllr. Seward, all in favour.

**11. Councillor training**

Deferred to next meeting

**12. Agenda Items for Next Meeting**

Kilmington Common Management Plan

Honours, Awards. Gift Policy

Councillor training

**13. Date and Time of Next Meeting**

The next monthly meeting – Monday, 14th August 2023 at 7.00 pm

The Clerk advised that it would be necessary to hold an additional meeting in the last week of July to approve the AGAR. He would advise the date on receipt of the Internal Audit.

The meeting closed at 8.50pm

Signed *P. Ball*

Date *14/08/2023*