

# **KILMINGTON PARISH COUNCIL**

## **MINUTES OF THE PARISH COUNCIL MEETING ON MONDAY 11<sup>th</sup> DECEMBER 2023 AT 7.00PM IN THE CRICKET PAVILION**

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

**In Attendance:** A Jenkins (Clerk/RFO),

**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))**

Cllrs. O. Miller, N. Bayley & B. Reed

**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. S. Seward – Item 6c3

**3. Minutes of the Meeting held on 13<sup>th</sup> November 2023**

The minutes were declared a true record of the proceedings, proposed by Cllr. Seward seconded by Cllr. Veberth, all in favour.

**4. Matters arising from the Minutes**

None

**5. Planning Applications**

**a) Ref. No: 23/2435/LBC - New Inn The Hill Kilmington Devon EX13 7SF**

**Siting of defibrillator on exterior wall on front elevation**

The Clerk advised that the planning application was now on the planning website and that the planning notice would be displayed on the 12<sup>th</sup> December.

Cllr. Ball said that he had asked local residents to submit letters supporting the application.

**6. Finance**

**a) Current Financial Position**

The Clerk advised that the present balance in the Lloyds Account was £8,687.25

This did not include any payments to be approved at this meeting on the 11<sup>th</sup> December 2023.

NSI Account £38,397.33

Santander Account £ 1,095.66

**b) Expenditure to be ratified**

None

**c) Expenditure to be approved for which bills have been received**

- 1) Payment of £316.16 to A. Jenkins for the Clerk's salary for the month of December 2023 (30/11/2023 to 28/12/2023)
- 2) Payment of £108.80 to HMRC for PAYE
- 3) Payment of £858.00 to CS Garden Services SW Ltd for work done 11/10, 23/10, 08/11, 23/11 & 24/11/2023.
- 4) Payment of £102.00 to HAGS-SMP Ltd for the engineer's operational & maintenance playground inspection in March 2023.

Payments proposed by Cllr. Dare, seconded by Cllr. Collier, all in favour.

**d) Closure of Santander account and transfer of closing balance to Lloyds account.**

Cllr. Dare reported that he had contacted Santander who confirmed that they did receive the completed/signed closure request form but had been unable to action it as the account was dormant. They had sent him a form to authorise the reactivation of the account in order to complete the account closure. He passed the form to the Clerk for the other signatories to complete and sign and then to submit.

**e) Change of bank signatories**

Cllr. Veberth gave the Clerk his completed/signed form.

**f) Section 106 monies**

Cllr. Ball to arrange a meeting in January with the EDDC Section 106 / CIL Officer.

**7. Reports:**

**a) Police**

None

**b) District and County Councillors**

None

**c) Clerk**

None

**d) Highways Matters**

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

Nothing to report at present

**2) Speed Watch Scheme**

Cllr. Seward reported the scheme should be operational in January.

**3) A35**

Nothing to report at present

**4) Other highways matters**

Cllr. Seward reported that he had reported two highways issues to Devon Highways one about the brook and a partial collapse on Gore Lane. Devon Highways are due to investigate.

**e) Playground**

None

**f) Allotments**

Cllr. Veberth reported that a meeting had been held with the allotment holders. It had been a good meeting, The allotment holders are going to form a sub committee and were appreciative of the Council's plan to have a skip at a future date to dispose of any rubbish on the site and at the same time to have a trailer for them to put any green waste in.

**g) Trees – Safety Survey report**

Cllr. Jones will study the safety survey report and look to form an action plan to deal with the issues identified in the report.

**h) Footpaths Report.**

Council to seek to update the footpaths walks leaflet and publish it on the village website.

**i) Defibrillator at The New Inn**

The Clerk reported that the defibrillator equipment had been delivered to The New Inn and it was waiting for their electrician to install. EDDC had received and validated the Listed Building Consent application.

The Clerk also reported that the awareness training session would take place on Tuesday 16th January 2024 in the Cricket Pavilion and would commence at 6.30pm. Cllr. Ball to advertise the training session.

**j) Any Other Reports**

None

**8. Correspondence**

The Clerk reported that all relevant correspondence had been forwarded to Councillors

**9. Councillor training**

The Clerk reminded councillors that the training session will be held on Wednesday 24th January 2024. The session would commence promptly at 6.30pm and should finish at 9.15/9.30 ish. The Clerk will supply further details in early January.

**11. Zero Hour – Climate and Ecology Bill**

Noted

**12. Grant application - Axe Valley and West Dorset Ring and Ride Service.**

Defer to next meeting

**13. 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.**

Cllr. Dare proposed the resolution, seconded by Cllr. Seward, all in favour.

The Clerk then left the meeting room.

**14. Clerk’s Annual appraisal & Review/Reassessment of the applicable LC range and SCP salary level scale point.**

Cllr. Ball reported to councillors on the appraisal meeting that he had with the Clerk.

Councillors discussed the review and reassessment of the applicable LC range and SCP salary level scale point for the Clerk’s/RFO role. Cllr. Dare proposed changing the LC range to LC2 (18-23) (below substantive range) with a SCP scale point of 18 effective from the 28<sup>th</sup> December 2023, seconded by Cllr. Seward, all in favour.

The Clerk was then invited to return to the meeting room and was informed of the Council decision.

**15. Agenda Items for Next Meeting**

Grant application - Axe Valley and West Dorset Ring and Ride Service.  
2024 Budget & Precept

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

8<sup>th</sup> January 2024 at 7.00pm.

The meeting closed at 8.35pm.

Signed *P. Ball*

Date *08/01/2024*