

KILMINGTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING ON MONDAY 14th AUGUST 2023 AT 7.00PM IN THE CRICKET PAVILION

Present: P. Ball (Chair), S. Seward, K. Veberth, O. Miller,
A. Collier, M. Jones, B. Reed, A. Dare, N. Bayley

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))**
DCC/EDDC Cllr. I. Chubb
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 8d3
Cllr. Ball – Items 8d4
3. **Minutes of the Meeting held on 10th July 2023**
The minutes were declared a true record of the proceedings, proposed by Cllr. Seward seconded by Cllr. Miller, all in favour.
4. **Matters arising from the Minutes**
None
5. **Minutes of the Meeting held on 28th July 2023**
The minutes were declared a true record of the proceedings, proposed by Cllr. Veberth seconded by Cllr. Seward, all in favour.
6. **Matters arising from the Minutes**
None
7. **Planning Applications:**
 - a) **No. 23/1411/FUL- Springfield Kilmington Devon EX13 7SB**
Construction of detached garage

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

8. Finance

a) Current Financial Position

The Clerk advised that the present balance in the Lloyds Account was £2,099.12

This amount was net of a £1,500.00 BACS payment to Devon County Council in respect of the 30mph to 20mph design work as previously approved by the Parish Council on the 12th June 2023.

This did not include any payments to be approved at this meeting on the 14th August 2023.

NSI Account	£42,397.33
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Santander Account	£ 1,095.66
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b) Transfer of £4,000.00 from NSI account to Lloyds Account to be ratified.

The Clerk advised that it had been necessary to transfer £4,000 from the NSI account to the Lloyds account in order that the expenditure payments under item d below can be made as the second precept payment is not due to be received until the end of August. Cllr. Seward proposed ratification, seconded by Cllr. Dare, all in favour.

c) Expenditure to be ratified

Reissue of cheque to A Jenkins for £389.20 to replace Chq. No. 2247 which was not cleared. Cllr. Dare proposed that the reissue be ratified, seconded by Cllr. Jones, all in favour.

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

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

Cllr. Dare reported that he had contacted Santander who had confirmed that he was a signatory and been advised that the other signatories are S. Huscroft and B. Trott. The Clerk advised that the Council had resolved at a previous meeting in August 2022 to close this account once the signatories had been established. Cllr. Dare proposed that the council now action the closure of the account with the closing balance to be transferred to the Lloyds account, seconded by Cllr. Jones, all in favour. The Clerk to complete the closure form and have it signed by two of the signatories.

e) Change of bank signatories

The Clerk advised that the required forms for adding the 4 newly elected Councillors as signatories on the Lloyds account were now nearly complete and would be submitted shortly. Once these had been accepted and processed by the bank, he would then obtain a further set of forms to add Cllr. Veberth in order that all nine Councillors are signatories.

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 on the NSI Account be changed to Cllrs. 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.

9. Reports:

a) Police

The Clerk advised that an East Devon rural policing newsletter had been received which focused on Trespass & Rights of Way and Heritage Watch. There was no report relating to Kilmington and Axminster Rural and he had not received anything from the PCSO regarding her attending Parish council meetings intermittently in future.

b) District and County Councillors

No report received

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 County Council Highways (DCCH). The extent of the 20mph area had now been agreed by DCCH and suggested positions for the terminal and repeater signs were being proposed and discussed for KPC final agreement.

2) Speed Watch Scheme

Cllr. Seward reported that they were awaiting the equipment from the Police and that he would be attending a Speed Watch conference at Westpoint later in the month.

3) A35

Cllrs. Ball gave a brief update report and said that he was awaiting further responses from Highways England officers. Cllr. Miller raised concerns about the recent A35 road closure following a road traffic accident on the A35 past the Loughwood corner towards the Dalwood junction. The A35 had been closed by Gammons Hill and the National Highways road traffic person manning that closure point had been very unhelpful and had refused people to pass through in order to access Kilmington and the Millers Farm Shop even though this was a substantial distance away from the accident location.. This had prevented persons accessing their homes and workplaces. She asked if the Chair could raise this matter with the National Highways officers and ask that their staff be more reasonable and considerate for local residents and workers in future when their staff man road closure points.

e) Playground

The Clerk advised that he was in the process of redrafting the weekly/monthly checklist reporting forms.

f) Allotments

The Clerk advised that the renewal letters and agreements incorporating the new terms and conditions had been issued to the allotment holders. He was waiting for them to return their signed agreement forms and for their payments. He had written to Charlie Hopkins offering the mower to him and any others who may have contributed to its repair and was waiting his reply.

The Clerk had met with Cllrs. Veberth and Bayley at the allotments to discuss how it was arranged and laid out. They were all concerned by the trees/hedge running down the far side and the safety issue and impact the trees were making on the allotments on that far side. They were unsure whether who owned that boundary hedge/tree line and were checking the deeds documents/plans and making further enquiries in order to establish ownership and responsibility. The Clerk said that he would postpone the pending tree safety for a few weeks in order that this boundary tree line can be included if it is in fact owned by the Council.

Cllr. Veberth is going to produce a new and more accurate plan of the site and the allotment plots, as the existing plan does not accurately show the actual sizes of the various allotments and their relative positioning.

g) Trees

1) To consider and adopt the draft Kilmington Common Management Plan

Deferred to next meeting

2) Tree safety resurvey

The Clerk advised that the tree safety resurvey was now due but that he would delay instructing Advanced Arboriculture until the ownership/responsibility of the trees on the far side of the allotments was established.

h) Footpaths Report

None

i) Defibrillators

The Clerk reported that he had spoken to the Clerk at All Saints Parish Council and that she would be continuing to monitor and deal with the governance and maintenance of the defibrillator at the Village Hall until the governance renewal date next year.

Cllr. Ball reported that the Clerk and himself had met with the landlords of the New Inn and Tina Sauvage of the Community Heartbeat Trust. They had discussed the various defibrillator options provided by Community Heartbeat Trust and felt that the most suitable option was for a Zoll AED 3 with a Rotaid Cabinet and defibrillator signage under a managed solution package including public liability insurance with theft cover, annual support and with a face to Face community awareness training session. They were presently awaiting a written quotation before making a final decision. In the meantime the landlords and brewery were obtaining the necessary heritage permissions for the installation of a defibrillator on the listed property.

j) Any Other Reports

Cllr. Ball advised that following the advert for persons to take on the weekly cleaning of the bus shelters and removal of any leaves/litter in and around them, Judith Simpson had applied to undertake this work and had been doing so since the 15th July. Cllr. Ball proposed that the Council make a weekly payment of £5.00 to her for carrying out this work, seconded by Cllr. Seward, all in favour.

10. Correspondence

The Clerk reported that correspondence had been received from Kilmington Playing Fields advising that as from the 1st September the hiring charge for the Pavilion will increase to £10 for the first hour and £6 for subsequent hours. Heating costs will remain as they were.

11. Honours, Awards. Gift Policy

Deferred to next meeting

12. Councillor training

Deferred to next meeting

13. Agenda Items for Next Meeting

Kilmington Common Management Plan
Honours, Awards. Gift Policy

14. Date and Time of Next Meeting

Monday 11th September 2023 at 7.00pm

The meeting closed at 8.40pm.

Signed *P. Ball*

Date *11th September 2023*