

KILMINGTON PARISH COUNCIL

MINUTES OF THE REMOTELY HELD PARISH COUNCIL ORDINARY MEETING ON THURSDAY 22nd APRIL 2021 AT 7.30PM

via Zoom platform as per legislation contained within section 79 of the Coronavirus Act 2020

Present: Cllrs B. Trott (Chair), M. Collier, S. Huscroft,
S. Seward, P. Ball, E. A. Dare, J. Mear M. Jones

In Attendance: A Jenkins (Clerk/RFO),

Members of Public: 2

Chair welcomed all Councillors, to the Council's Zoom virtual remote meeting, made necessary by the current Covid-19 situation which requires social distancing measures. He advised Councillors that the meeting is being audio recorded but that the audio recording will be deleted once the minutes are approved at the next meeting.

OPEN SESSION

No matters

COUNCIL BUSINESS

1. **Apologies**

Cllr. E Styles

2. **Declarations of Interest**

Cllr. Collier in Item 12a

Cllr. Dare in Item 12b

Cllr. Seward in Item 11c6

Cllr. Huscroft in Item 11b2

3. a) **Minutes of the Meeting held on 9th March 2021**

Noted that A. Dare had been incorrectly shown as E A Dare on the attendees

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

4. **Matters Arising from the Minutes**

None

5. Reports

a) Police

No report received

b) District and County Councillors:

No report received

c) Clerk

Nothing to report.

d) Kilmington Neighbourhood Support Group

Cllr. Huscroft reported that requests for prescription collections /delivery had reduced to just a few

Cllr. Seward advised that shopping collections had also just reduced to just a few.

e) Highways Matters

The Clerk advised that the Highways Officer had investigated the reported water drainage issues on Whitford Road and spoken to the resident who had complained. He has undertaken some remedial work clearing a buried gully with some further work yet to be done. The manhole the water is seeping from is a BT one. Highways will liase with BT.

f) Neighbourhood Plan

Cllr. Ball advised that EDDC were doing some more site visits. The Neighbourhood Team have to produce 3 sets of documents including a consultation document and will be working with the consultant for these to be professionally produced. The referendum is now likely to be towards the end of September.

g) Any Other Reports

None

6. Telephone Box Library

Cllr. Ball advised that there were no issues but that he would placing an advert in Postscript seeking a DIY person to repaint the telephone box and replace a broken pane of glass.

7. Public areas

Councillors had received reports of a lot of parking on the side of the Common alongside Shute Road and about water running down alongside at the road edge. Agreed that the matter be monitored.

8. Allotments

Cllr. Collier advised that the public were accessing the allotments through the gate by the New Inn. Access via this gate was restricted to allotment holders only. Agreed that the Clerk purchase a sign to this effect to be placed on the gate.

9. Playpark

a) RoSPA March 2021 Inspection and Report

Cllr. Huscroft reported that she had accompanied the RoSPA inspector on his inspection and advised Council of the various matters highlighted in his report as requiring attention.

b) Any works required following RoSPA report

Cllr. Dare advised that the matter of the Hippo rocker bearings was still unresolved and that investigations were continuing. The removed part which had been secured to the fence had been removed from the playground at the request of the Inspector.

Cllrs. to address the various matters highlighted by the Inspector. The Clerk to check when and who carried out the installation of the swing basket which the Inspector had advised was not at the correct regulation height.

c) Playground surfacing complaint

The Clerk advised that a complaint had been received from a resident that the safety matting under and around the multiplay area was not child play friendly as it had left black marks on his grandchildren's clothing and hands. Cllr. Huscroft reported that the Inspector had checked that surfacing during his inspection and as part of his checks had actually rubbed his hand on the surface. His report showed that the bonded rubber mulch safety surfacing meets the requirements of the relevant standards. It was agreed that the Clerk reply to the complainant advising him of this.

d) Review of Playground Rules following the reopening on the 2nd April 2021

Cllrs. endorsed the Covid 19 safe regulations that the Clerk had drafted and which had been posted on the play park fencing for the reopening.

e) New signage

The Clerk to draft new general signage and obtain quotations for new general signs and the Covid 19 safe regulations.

f) Routine Inspections requirement and rota

The Clerk advised Council that whilst RoSPA carry out a full annual detailed inspection every year, there is a legal "duty of care" on the Council to carry out regular weekly checks itself and for these to be recorded and retained on file by the Council.

The Council has obtained from RoSPA a regular inspection checklist form which was produced specifically for the Kilmington playground. This covers all the points which should be checked on a weekly basis as well as those that should be looked at in more depth on a monthly/quarterly basis.

Councillors Huscroft, Collier, Mear and Dare agreed to undertake the weekly inspections on a monthly rota basis and to retain the completed, signed and dated form, which would then be passed to the Clerk on a regular basis for retention on the parish council files.

The Clerk to email the blank checklist forms to the Councillors.

10. Correspondence

The Clerk advised that a resident had written to Cllr. Ball about noise nuisance from two Motorcross events which had recently taken place in and around Kilmington and had asked what permission was required, if any for these events and the number of events permitted.

The Clerk had sent Cllr. Ball the requested planning law information on the matter for onward transmission to the resident.

The Clerk had received an email from the Regional Fraud Protect Advisor employed by the South West Regional Organised Crime Unit, this being a Home Office funded, Law Enforcement body serving all the police force areas in the South West of England. As part of their mission to help protect people from fraud, he was offering free fraud safety presentations (virtual or in person). Following discussion, it was agreed that the Clerk contact him to arrange for a virtual presentation to be held in the near future.

11. Finance

a) Current Financial Position

The Clerk reported that the present bank balances were as follows:-

Lloyds Bank Account	- £13,357.08 after allowing for uncleared cheques
Santander Bank Account	- £ 1,095.66
NS&I Account	- £50,949.38

b) Approval of necessary prior expenditure & forthcoming expenditure

- 1) Payment of £79.16 to EDF Energy for Allotment Bore Hole Electricity 4th December 2020 to 7th March 2021

Payment approval proposed by Cllr. Collier, seconded by Cllr. Jones, all in favour.

- 2) Kilmington Community Cinema Project – Application for purchase of upgraded equipment costing an extra £774.00.

Mr Watts advised Councillors of the details and the necessity for the upgraded equipment. Cllr. Collier proposed, seconded by Cllr. Dare that the Council proceed to purchase the upgraded equipment at the extra cost of £774.00, all in favour except for Cllr. Huscroft who took no part.

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

- 1) Payment of £442.00 for the Clerk's salary for the 27th March 2021 to 1st May 2021
 - 2) Payment of £14.39 to A Jenkins (Clerk) Reimbursement for ZOOM IT Platform Monthly Charge purchased on Clerk's personal card)
 - 3) Payment of £50.00 to M Lawson for website maintenance in March 2021
 - 4) Payment of £149.40 to RoSPA Play Safety for playground inspection
 - 5) Payment of £207.75 to DALC for 2021/22 DALC & NALC Affiliation Fees
 - 6) Payment of £396.00 to C S Garden Services SW Ltd. for maintenance work carried out 02/03/2021 and 29/03/2021.
 - 7) Payment of £36.00 to SLCC for Word Document Accessibility training course for the Clerk
- Payment of items 1-7 proposed by Cllr. Dare, seconded by Cllr. Huscroft, all in favour 1 in favour, except for Cllr. Seward who took no part.

12. Planning applications

Cllr. Collier, left the meeting at this point and was put in the waiting room

a) 21/1001/FUL - Summerleaze House Gammons Hill Kilmington Axminster

Construction of a timber frame outbuilding, with 20 no. solar panels on the roof

Councillors had viewed the application and following discussion, it was proposed by Cllr. Trott, seconded by Cllr. Huscroft, all in favour that the Parish Council had no objection
Cllr. Collier rejoined the meeting at this point.

Cllr. Dare, left the meeting at this point and was put in the waiting room

b) 21/0964/FUL - Land Adjacent To Ashes Farm Whitford Road Kilmington

New vehicular access to agricultural field

Councillors had viewed the application and following discussion, it was proposed by Cllr. Trott, seconded by Cllr. Collier, all in favour that the Parish Council had no objection
Cllr. Dare rejoined the meeting at this point.

10. Operation London Bridge Policy

The Clerk advised that he had requested details of the policy from DALC so that the Council can formulate it's own policy to be followed.

11. Tree felling along Coryton Lane and the A35

Nothing further to report at present.

12. Best kept bank/ Verge Competition Proposal

Councillors discussed the resident's emailed proposal which had been circulated but said that the matter could not be considered until the Council receive the information that Cllr. Ball had previously requested from those who had suggested planting verges etc. The Clerk to reply to the resident.

13. Virtual Meetings & Decision Making post 6th May 2021

The Clerk updated Council on the present position and the likely scenarios post the 6th May. The Clerk will draft a Scheme of Delegation for consideration to adopt at the next meeting, if the High Court judgement does not rule in favour of virtual meetings continuing beyond the 7th May 2021 without further primary legislation being passed by the Government.

14. Annual Parish Meeting

Councillors discussed and agreed which Councillors would present the various reports.

15. Annual Council Meeting

The Clerk advised that the Internal Audit Report was expected to have been completed by the date of the Annual Council meeting and that the agenda would include the relevant AGAR matters for consideration and approval.

16. Dates and Times of Next Meetings

Annual Parish Meeting – 27th April 2021 at 7.00pm

Annual Council meeting – 4th May 2021 at 7.30pm

The meeting closed at 9.35pm.

Signed ***B Trott***

Date ***12/05/2021***