

# KILMINGTON PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING ON MONDAY 9<sup>th</sup> JANUARY 2023 AT 7.30PM IN THE CRICKET PAVILION

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

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

**Members of Public:** 0

The Vice Chair chaired the meeting, 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. Apologies**

None

**2. Declarations of Interest**

None

**3. Minutes of the Meeting held on 12<sup>th</sup> December 2022**

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

**4. Matters arising from the Minutes**

The Clerk to make further enquiries regarding a first aid course.

The Clerk advised that he was still waiting on EDF to confirm that they changed the tariff.

The Clerk advised that he had received the Laptop but was experiencing difficulty with the Microsoft software package. The Chair suggested that he ask Luke Lawson for assistance in resolving the matter.

**5. Reports:**

**a) Police**

No report received

**b) District and County Councillors**

No report received

c) **Clerk**

Nothing to report

d) **Kilmington Neighbourhood /Warm Welcome Support**

Nothing to report

e) **Highways Matters**

1) **Update on Village 20**

The Chair advised that both Cllr. Seward and himself were due to have a video conference meeting with Chris Parkes from Devon Highways on the 10<sup>th</sup>. Following this Meeting, the Chair would formulate the submission to Devon Highways requesting that the existing 30mph speed limit area be reduced to a 20mph area.

2) **Speed Watch**

Cllr. Seward said that he would liase with the Chair following the video conference meeting on the 10<sup>th</sup>.

3) **A35 Meeting with National Highways (NH)**

The Chair advised that he was seeking a meeting with National Highways within the next 6 weeks.

4) **Other matters**

Cllr. Seward advised that he had reported to Devon Highways that Gore Bridge at the junction of Gore Lane and The Street was being undermined and that he had earlier today received an email from them that repairs had been carried out.

g) **Playground**

Cllr. Huscroft advised that EDDC had not yet responded to the PSPO application for the Playground and Playing Fields.

The Clerk was contacting Playground maintenance companies to arrange for repairs/replacement of the damaged board.

h) **Trees**

1) **Tree Management Plan**

Cllr. Jones and the Clerk had both produced draft management plans for the Council to consider.

2) **Kilmington Common Management Plan**

Deferred to next meeting

i) **Footpaths Report**

The Clerk obtaining further information/maps for the P3 survey.

j) **Any Other Reports**

None

5. **Correspondence**

The Clerk advised that all correspondence received had been forwarded to Councillors

7. **Finance**

a) **Current Financial Position**

The Clerk advised that the present balance in the Lloyds Account was £11,575.21 This did not include any payments to be approved at this meeting on the 9th January 2023.

NSI Account as at 13-06-2022	£45,550.54
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Santander Account	£ 1,095.66
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The transfer of the monies from the NSI account and the closure of the Santander Account had not yet been completed.

**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 January 2023 (29/12/2022 to 26/01/2023) and to HMRC for the appropriate amount based on a gross salary amount of £392.96
  2. Payment approval for appropriate Windows 365 package (reimbursement to the Clerk)
  3. Payment of £33.60 to Axminster Printing for A4 paper stationery
- Payments proposed by Cllr. Collier, seconded by Cllr. Dare, all in favour

**c) Website Maintenance Costs**

The Clerk advised that the website administrator had requested that the Parish Council review and increase the monthly fee as it had not been reviewed for a number of years. Cllr. Dare proposed that the monthly fee payment be increased from £50 per month to £65.00 per month, seconded by Cllr. Huscroft, all in favour.

**d) Budget & Precept**

The Clerk had circulated to Councillors his budget report which is attached to these minutes, together with an Excel spreadsheet document.

The spreadsheet, showed the Annual budget amounts for 22/23, the amounts paid up to the 1st January 2023, any balances due to be paid by the year end on the 31st March 2023 and the estimated annual 2023/24 budget amounts.

The Clerk gave a verbal presentation of the various year costs, the projected year end spends and the 23/24 budget.

Councillors discussed the draft budget. Cllr. Seward proposed that an amount of £1,500 be included in the budget for any possible design contribution by the Parish Council towards the 20mph application, seconded by Cllr. Ball, all in favour.

The Clerk advised that the budget did not include any allowance for possible election costs which would occur if more than 9 persons stand for the election in May. The cost if this occurred would likely be in the region of £1,100. There would be no costs if only 9 persons or less stood for election.

Also the Budget did not include anything for the King's Coronation as no details were yet known as to what village celebrations/events were planned and costs.

Cllr. Trott proposed a revised 23/24 budget of £24,800 seconded by Cllr. Huscroft, all in favour.

The Chair thanked the Clerk for his work in producing the report and budget forecast.

Cllr. Dare proposed that the precept for 23/24 remain the same as for 21/22 and 22/23 at £21,000 and that the Council support the budget with £3,800 from reserves with any election costs and any contribution to the King's Coronation celebration also being met from reserves. Cllr. Veberth seconded, all in favour. The Clerk to submit the completed precept form.

The Clerk reminded Council again that EDDC hold Section 106 monies of £4841.52 for Kilmington Parish which can be spent on any/all of the following:-

allotment/amenity/sport/formal park/youth play. As the Neighbourhood Plan had now been formally adopted, he would contact EDDC to arrange a meeting to discuss how it can be spent and the consultation process that would be involved.

**8. EDDC New Local Plan consultation**

The Chair reminded Councillors that the Consultation period on the Draft local Plan is up until Sunday 15th January 2023 on the Draft Local Plan. Any parishioner wishing to get involved and

make a comment/have their say on the Draft local Plan needs to visit the EDDC Commonplace consultation web site before the 15<sup>th</sup> January.

**9. Planning Applications:**

None

**10. Risk Management Plan**

Councillors agreed to defer this item to the February meeting.

**11. Agenda Items for Next Meeting**

**King's Coronation**

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

Monday 13<sup>th</sup> February 2023 at 7.30pm in the Cricket Pavilion

The meeting closed at 8.40pm

Signed *P. Ball*

Date *13/02/2023*