

# KILMERSDON PARISH COUNCIL

**YOU ARE SUMMONED TO ATTEND A MEETING OF KILMERSDON PARISH COUNCIL TO BE HELD AT COLES GARDEN MEETING ROOM, KILMERSDON ON MONDAY 19<sup>TH</sup> SEPTEMBER 2022 AT 7.30PM**

## A G E N D A

1. **APOLOGIES** To receive apologies for absence
2. **DECLARATIONS OF INTEREST** To note any Councillors' interests.
3. **MINUTES** 18<sup>TH</sup> July 2022. (**Pages 1-4**).
4. **PUBLIC SPEAKING TIME** (max 15 mins).
5. **FINANCIAL MATTERS** To approve expenditure as follows

To ratify these payments made in August (15<sup>th</sup>) and approve payments for September.

Payee	Detail	Gross	Net	Power	Electronic banking no
L Close	July salary	£284.61	£284.61	LGA 1972 S112	EB112 – pd 15/8/22
Primrose	Ground maintenance - Aug	£193.30	£161.08	LGA (Misc Prov) 1976 S19	EB113 – pd 15/8/22
SALC	Cllr Essential Training – Angie	£25	£25	LGA 1972 S112	EB114 – pd 15/8/22
K Hutton	Timber for park bench (£24.53), postcrete for noticeboard (£19.50), fuel for strimmer (£23)	£67.03	£59.69	LGA (Misc Prov) 1976 S19	EB115 – pd 15/8/22
L Close	August salary	<b>£284.61</b>	£284.61	LGA 1972 S112	EB116
RoSPA Play Safety	Annual play inspection	<b>£100.80</b>	£84.00	LGA (Misc Prov) 1976 S19	EB117
Primrose	Ground maintenance - Aug	<b>£193.30</b>	£161.08	LGA (Misc Prov) 1976 S19	EB118
PKF Littlejohn	External audit	<b>£240.00</b>	£40.00	LGA 1972 S112	EB119
Tindle newspapers	Recruitment ad – The Journal	<b>£118.80</b>	£99	LGA 1972 S112	EB120
SALC	Subs	<b>£158.10</b>	£158.10	LGA 1972 S112	EB121
L Close	Stamps	<b>£7.60</b>	£7.60	LGA 1972 S112	EB122
K Hutton	Climbing frame - £12.20; Noticeboard £34.80	<b>£47.00</b>	£39.17	LGA (Misc Prov) 1976 S19	EB123

6. **HIGHWAY MATTERS** Response from Cllr Rigby (**Pages 5-6**)

- Speeding between Charlton and the White Post on the B3139
- Chevrons after the bridge, east of the Babington turning
- Speeding on Fosse Way
- Moving the 30mph signs in the village

## KILMERSDON PARISH COUNCIL

- Monitoring the white lines on the B3139 through the parish
- Request from the public for hedgecutting on the A367 from the B&NES border to the White Post. Conveyed to Highways 11/8/22
- Parking opposite the Jolliffe (Cllr Ham).

### 7. SIX MONTH ACCOUNTS TO 30/9/22 AND BUDGET COMPARISON

8. **GRANTS** To note that the grant forms for 2022/23 are ready to go out. Circulated 23/8/22.

### 9. PLAYING FIELD

- Edging of the Spiral Garden – In hand with Cllr Hutton
- Overgrown vegetation on land abutting the back of the recreation ground - the Environmental Protection Officer confirmed that there was no evidence of rats (26/7/22)
- Integrity of the swings – as per the Annual RoSPA Play Safety report
- Future of the multi play. Quotes for a new slide (Cllr Hutton)
- Village Hall Events – the closing of the car park on 30/7/22 for exclusive use of a private hire. Correspondence from local residents circulated 31/7/22.
- Possible use of the Car Park for a wedding on 3/12/22 (information circulated 25/8/22)
- Play Park Inspections (Cllr Hutton)
- Quotes for painting of white lines in the car park (Cllr Hutton)

### 10. PLANNING APPLICATIONS (Cllr Drewe)

- Holly - cut the holly tree to a height of about 2 m and maintain it as a small tree  
Shrubs (Cornus, with some Elder and a holly sapling) - thin out Location: Church Square Church Street Application Number: 2022/1441/TCA – Comments in August confirmed the advice of the Tree Officer was to be taken.
- T1 and T2 - Ash Trees - Fell.The Tallat House Silver Street
- Like for like replacement of 4 sash windows, Charlton House 92 White Post To Charlton Road: 2022/0634/LBC

### 11. NEIGHBOURHOOD PLAN

### 12. EXTERNAL AUDIT

- To receive the 2021/22 external audit certificate (**Page 7**)
- To consider the Opt out communication for 2023/24 onwards (**Page 8**)

### 13. CORRESPONDENCE

### 14. OUTSIDE BODIES

### 15. CLEARING THE VILLAGE AND RENOVATING THE NOTICEBOARD


## KILMERSDON PARISH COUNCIL

16. **DRESSING OF GRAVES** Revd Cridland has confirmed she will be leading a Service. Correspondence from Geoff Wilson (**Page 9**)
17. **MATTERS OF REPORT AND ITEMS FOR THE NEXT MEETING**
18. **DATE OF THE NEXT MEETINGS** 17<sup>th</sup> Oct, 21 Nov, 19<sup>th</sup> Dec.

*Part 2 To resolve to exclude the press and public under s.1(2) of the Public Bodies (Admission to Meetings Act) 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.*

19. **REVIEW OF LEASES** Update from Savills 10/8/22 (**Page 10-11**)
20. **RECRUITMENT OF CLERK** Transfer of banking arrangements; Changing the Clerk's address with Land Registry; Moving the Kilmersdon Archive chest; Handing over of keys (below); Timing of handover week – w/c 3<sup>rd</sup> Oct?.

Key	No of keys	Remains with
Garage	2	(1) Ken Hutton (May 22) (2) John Clayton (May 22)
Field Gate	2	(1) The Clerk (2) Primrose Garden Services (15/3/21)
Noticeboard	2	(1) Clerk (2) Clerk

  
**Lesley Close**  
**Parish Clerk**  
8<sup>th</sup> September 2022

**Tel: 07521 951471**

[Clerk@kilmersdonpc.co.uk](mailto:Clerk@kilmersdonpc.co.uk)  
[www.kilmersdonpc.co.uk](http://www.kilmersdonpc.co.uk)

To: Cllrs Clayton, Cook, Drewe, Ham (Vice Chair), Hudson, Hutton (Chair) and Preen.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.

KILMERSDON PARISH COUNCIL

**Minutes of a Meeting of Kilmersdon Parish Council  
Held at Coles Garden Meeting Room  
At 7.30pm on Monday 18<sup>th</sup> July 2022**

**PRESENT:** Cllr Nick Ham (Vice Chair in the Chair), Cllrs John Clayton, Angila Cook, Edward Drewe, Donald Hudson, Phil Preen.

**ABSENT:** Cllr Ken Hutton (Chair)

**ATTENDING:** L Close, Parish Clerk

**49. APOLOGIES**

Apologies for absence were received from Cllr Hutton.

**50. DECLARATIONS OF INTEREST AND REQUEST FOR A DISPENSATION**

Cllr Clayton declared an interest and submitted a written request for a dispensation as a member of the Village Shop Committee. Following a discussion, it was **agreed** (4 for, 1 against and 1 abstention being Cllr Clayton) to allow Cllr Clayton the dispensation to speak but not vote on matters relating to the Village Shop Sub Lease.

**51. MINUTES**

The minutes of the Parish Council meeting held on 20<sup>th</sup> June 2022 were **agreed** as a true record and signed accordingly.

**52. PUBLIC SPEAKING TIME**

There were no members of the public.

**53. RESIGNATION OF THE CLERK**

The Clerk expressed how sorry she was to resign as Clerk to the Council. Her last working day is 3<sup>rd</sup> October and last day of employment is 10<sup>th</sup> October 2022. The Parish Council discussed arrangements to advertise the post and set up an Interview Panel. **Agreed** (1) that the website would be managed by Cllr Preen and the Clerk passed him the log in details accordingly; (2) The documents used five years ago for the recruitment of the Clerk would be circulated by Cllr Hudson. *Action – Cllrs Preen and Hudson*

**54. FINANCIAL MATTERS**

The following payments were **agreed**. Following the meeting, the Clerk scheduled the payments for 22<sup>nd</sup> July and sent a screen shot of the electronic banking payment list to all Councillors for confirmation.

*Minutes are draft until approved at the next meeting.*

Signed:

Date:

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## KILMERSDON PARISH COUNCIL

Payee	Detail	Gross	Net	Power	Ch no
L Close	June salary	£284.61	£284.61	LGA 1972 S112	EB106
Primrose	Ground maintenance - May	£193.30	£161.08	LGA (Misc Prov) 1976 S19	EB107
Norton Garden Machinery via K Hutton	Strimmer line for village clear up	£20.00	£20.00	LGA (Misc Prov) 1976 S19	EB108
Mendip DC	Election expenses	£1,146.22	£1,146.22	Representation of the People Act 1983 s36 5 and 5a	EB109
Sketch Code Studio (formerly Love Creative)	Annual back up and update of website	£180.00	£180.00	LGA 1972 S112	EB110
Coles Garden Meeting Room	Hire of Room	£98.00	£98.00	LGA 1972 S112	EB111

### 55. HIGHWAY MATTERS

- Speeding between Charlton and the White Post on the B3139. **Agreed** to continue to push for speed calming measures and to establish who is the Highways Councillors for Kilmersdon. The Clerk to ask Cllr Barkshire and Sara Davies. *Action – the Clerk*
- Chevrons after the bridge, east of the Babington turning. **Agreed** to continue to chase for measures to make this bend safe and, to this end, to ascertain who the Highways Councillor for Kilmersdon. *Action – the Clerk*
- Speeding on Fosseyway. To continue to chase for action. *Action – the Clerk*
- Moving the 30mph signs – **Agreed** to raise this with the Highways Councillor for Kilmersdon, once we know who they are.
- White lines on the B3139 through Kilmersdon – **agreed** to monitor this.

### 56. PLAYING FIELD

- Edging of the Spiral Garden – This is in hand. *Action- Cllr Hutton.*
- Overgrown vegetation on land abutting the back of the recreation ground. Phone calls and emails had not elicited a response as yet. The issue is being followed up by Cllr Alison Barkshire of Mendip DC and an officer is visiting the site to check for rats. If evidence of rats is found then action will be taken with the landowner by Mendip DC.

*Minutes are draft until approved at the next meeting.*

Signed:

Date:

## KILMERSDON PARISH COUNCIL

**57. PLANNING APPLICATIONS**

- 2022/1144/HSE Erection of single-storey rear extension and first floor extension over existing single-storey rear extension. 4 South View Hoares Lane – there were no objections
- 2022/1232/FUL Siting of an oil tank and shelter to the rear of the Jolliffe Arms, Kilmersdon Hill – there were no objections
- 2022/1028/FUL Erection of dwelling and associated access, Land Adjacent To Sunlea Fosseyway – there were no objections because the plot size is sufficient for one dwelling, access is acceptable and it is well screened.

**58. NEIGHBOURHOOD PLAN**

There had been no volunteers yet following the article in KP News, but it was felt that this is important as the Unitary Authority becomes more remote from the parish. **Agreed** to keep this on the agenda for September.

**59. NOTICEBOARD**

Noted that the Chair had offered to arrange voluntary work to stabilise and re-varnish the noticeboard. *Action – Cllr Hutton*

**60. LINE PAINTING IN THE CAR PARK**

Cllr Ham gave some rough costings to purchase the materials to do the line painting in the region of £400. This compared to a quote in January 2022 of £750 to do the line painting between 7am and 5pm or £1250 to do it out of hours. **Agreed** (1) to go ahead with the line painting at a cost of £750 and to contact the contractor to ensure the quote is still valid and their availability; (2) to liaison with the Village Hall accordingly *Action – the Clerk*

**61. CORRESPONDENCE**

Correspondence had been received that day relating to the possibility of private land being converted to allotments. This was an initial enquiry and the landowner may approach the Parish Council if they wish to discuss it in detail.

**62. OUTSIDE BODIES**

There were no Outside Bodies reports.

**63. CLEARING THE VILLAGE**

Thanks to Cllr Hutton for arranging the voluntary work to tidy up the village. **Agreed** to look into the feasibility of the Community Payback Scheme for further work.

**64. DRESSING OF GRAVES**

Correspondence was received from the Royal British Legion. **Agreed** to contact the Church Minister to ask if they are participating. *Action – the Clerk*

*Minutes are draft until approved at the next meeting.*

Signed:

Date:

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## KILMERSDON PARISH COUNCIL

### 65. **MATTERS OF REPORT AND ITEMS FOR THE NEXT MEETING**

Items for the next agenda – Moving the 30mph signs; monitoring the white lines on the B3139 through Kilmersdon; re-painting the white lines at the Village Hall; Neighbourhood Plan; Recruitment of Clerk.

**Agreed** that planning applications be circulated to all councillors during August and that Cllr Drewe circulates suggested comments for any that require a response before the September Parish Council meeting. *Action – Cllr Drewe*

### 66. **DATE OF NEXT MEETINGS** 19<sup>th</sup> Sept, 17<sup>th</sup> Oct, 21 Nov, 19<sup>th</sup> Dec.

#### **CONFIDENTIAL SESSION**

It was agreed to exclude the press and public under s.1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that the publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

### 67. **TO RECEIVE ANY UPDATE ON LEASES**

Noted that, following the meeting on 11<sup>th</sup> July with Harry Briggs Reeve of Savills, that information was required back from him before the sub lease is progressed.

The meeting ended at 8.45pm.

*Minutes are draft until approved at the next meeting.*

Signed:

Date:



Lesley Close <kilmersdonclerk@gmail.com>



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## Highways issues in Kilmersdon

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CLlr Mike Rigby <MSRigby@somerset.gov.uk>  
To: "kilmersdonclerk@gmail.com" <kilmersdonclerk@gmail.com>  
Cc: Sara Davis <SDDavis@somerset.gov.uk>

Wed, Aug 10, 2022 at 2:22 PM

Dear Lesley

Thank you for your email enquiry regarding highways matters in Kilmersdon. I have now received feedback from the local Traffic Engineer – Sara Davis and will address your enquiries in the same order.

- 1. Speeding between Charlton and the White Post roundabout on the B3139 necessitates traffic calming measures. There have been a series of accidents along this stretch of road, where traffic speeds up having left Charlton.***

For information, this issue had already been raised by residents of Whitfield Cottages and is currently being investigated by Sara and two speed radars were deployed between 21 June and 1 July 2021. We have also reviewed our collisions records which show 4 injury collisions graded as slight between White Post roundabout and Charlton along the B3139 within the last 5 years. Two on the roundabout itself and two near Whitfield Cottages.

The current speed limit along this stretch of the B3139 is currently a National Speed Limit of 60 mph. For the radar closest to the roundabout the results gave a highest Mean speed reading of 40.7 mph West bound and 47.4 mph East bound. For the radar closest to Charlton Lane the results gave a highest Mean speed reading of 40 mph East bound and 41.5 mph West bound.

The speeds are not therefore showing as being particularly high.

Sara has also visited the site and spoken on the telephone with the residents of Whitfield Cottages, where vehicle collisions (mostly non injury) occur more regularly and has suggested that there are some positive measures we can implement to try to raise awareness of the bends. These include bend warning signs and a series of reflective bollards through the bends and these works are scheduled to be delivered this financial year.

- 2. Chevrons after the bridge are required east of the Babington turning. The Parish Council has asked for many years that this bend be made safe.***



I understand the Parish Council requested the installation of a metal barrier on this stretch of carriageway in November 2021 and were advised that this would be fairly costly and would not be able to be accommodated as a minor works scheme as there simply is not the funding available. Sara has visited the site and agreed with yourselves to replace one existing chevron with new yellow backed one and add another sign again this financial year.

**3. Moving the 30mph signs so that traffic slows down before it goes through the village. The Parish Council has put match funding aside some years ago and this piece of work has been on hold for many years.**

The request to extend one end of the existing 30 mph speed limit, does not strictly meet DfT criteria, however it is appreciated that additional properties now use the track near Browns Cottage to exit onto this stretch of highway. I understand that the Parish Council have agreed they would be willing to fund the speed limit extension. Unfortunately, due to the limited resources we had available we were unable to put this out for Public Consultation last year but we are hopeful that this will be able to go forward this financial year.

I hope this answers your queries but if you need any further information or clarification please can I suggest that you contact Sara Davis directly in the first instance.

Regards

Mike Rigby

County Councillor, Lydeard Division

Lead Member, Transport & Digital

Somerset County Council, County Hall, Taunton, TA1 4DY

PA Natalie Vicker

[nvicker@somerset.gov.uk](mailto:nvicker@somerset.gov.uk)

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**From:** Lesley Close <[kilmersdonclerk@gmail.com](mailto:kilmersdonclerk@gmail.com)>

**Sent:** Monday, July 25, 2022 17:45

**To:** Cllr Mike Rigby <[MSRigby@somerset.gov.uk](mailto:MSRigby@somerset.gov.uk)>

**Cc:** Sara Davis <[SDDavis@somerset.gov.uk](mailto:SDDavis@somerset.gov.uk)>; Ken Hutton <[ken@kenhutton.co.uk](mailto:ken@kenhutton.co.uk)>; Nick Ham <[ham.nick@rocketmail.com](mailto:ham.nick@rocketmail.com)>; John Clayton <[john.clayton.kpc@gmail.com](mailto:john.clayton.kpc@gmail.com)>; Angila Cook <[cldr.angilacook@gmail.com](mailto:cldr.angilacook@gmail.com)>; Edward Drew <[edward@caveassociates.co.uk](mailto:edward@caveassociates.co.uk)>; Donald Hudson <[donaldkpc@gmail.com](mailto:donaldkpc@gmail.com)>; Phil Preen <[councillor@philpreen.co.uk](mailto:councillor@philpreen.co.uk)>

**Subject:** Highways issues in Kilmersdon

Dear Cllr Rigby,

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### Section 3 – External Auditor Report and Certificate 2021/22

In respect of **Kilmersdon Parish Council – SO0153**

#### 1 Respective responsibilities of the body and the auditor

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with Proper Practices which:

- summarises the accounting records for the year ended 31 March 2022; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

#### 2 External auditor report 2021/22

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

In the prior year, the smaller authority was exempt from our review, thus we have not reviewed any evidence to support the prior year comparatives on the AGAR.

#### 3 External auditor certificate 2021/22

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2022.

External Auditor Name

**PKF LITTLEJOHN LLP**

External Auditor Signature

*PKF Littlejohn LLP*

Date

13/08/2022

\* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website ([www.nao.org.uk](http://www.nao.org.uk))



  
 Lesley Close <kilmersdonclerk@gmail.com>

## SAAA 2022 Opt-out Communication

2 messages

admin@saaa.co.uk <admin@saaa.co.uk>  
 To: "kilmersdonclerk@gmail.com" <kilmersdonclerk@gmail.com>

Fri, Aug 12, 2022 at 5:07 PM

Option to opt out of the SAAA central external auditor appointment arrangements Dear Clerk/RFO/Chairman, Kilmersdon Parish Council, Under the Local Audit (Smaller Authorities) Regulations 2015, SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms. Smaller authorities are those whose gross annual income or expenditure is less than £6.5 million. The next 5-year appointing period runs from 2022-23 until 2026-27 and SAAA has undertaken a procurement exercise to appoint auditors to each County area from 1 April 2022. Now that the submission deadline for the 2021-22 Annual Governance and Accountability Returns has passed, this is to advise you of the option to opt-out of the next round of 5-year audit appointments. All authorities require an appointed external auditor even if the authority meets the criteria to qualify for exemption, as a Certificate of Exemption is required to be submitted to the external auditor and the auditor must be in place in case of objections from local electors During the previous 5-year period all smaller authorities were 'opted-in' to the central procurement regime managed by SAAA - no authority decided to 'opt-out' and follow the various complex procedures required under statute to appoint their own external auditor. If you wish to continue as part of the SAAA sector led auditor appointment regime then no action is required, you will remain part of central scheme. However, all authorities must be given the option to opt-out of the central procurement and appointment scheme and appoint their own external auditor for the next 5-year period, although the process is onerous for smaller authorities. This is communication is to advise that whilst all smaller authorities are opted into the central procurement of external auditors by default, any authorities who do not wish to be part of the SAAA arrangements must formally notify SAAA that they wish to opt out within 8 weeks of this communication but no later than 28 October 2022; this decision must be communicated to SAAA via e mail to admin@saaa.co.uk. If notification of your decision to opt out is not received within this 8-week period, then your authority will be regarded as opted-in for the next five-year period beginning on 1 April 2022 and ending on 31 March 2027. Opting-out Opting out is a significant decision which requires careful consideration; to assist authorities considering opting out further guidance has been developed to clarify what opting out means in practice. This detailed information can be found at [www.saaa.co.uk](http://www.saaa.co.uk) An authority that wishes to opt out must formally reach and record that decision in a way that meets the requirements of its own governance framework, by convening a full council meeting or an extraordinary council meeting. Key implications are: \* an opted-out authority regardless of size (including exempt authorities) MUST appoint an appropriate external auditor; \* the appointed auditor must be a registered auditor as defined by the Companies Act and a member of Institute of Chartered Accountants (England and Wales). \* an opted-out authority must convene an appropriate independent auditor panel which meets the requirements of the Local Audit and Accountability Act 2014 (LAAA). Detailed guidance on auditor panels is available in Schedule 4 of the LAAA Act and from CIPFA; \* an opted-out authority will need to develop its own specification for its external audit contract, will need to negotiate the price for this work on an individual basis and will need to manage the contract, including any disputes, and any independence issues that may arise; \* an opted-out authority must ensure full compliance with the relevant requirements of the Local Audit and Accountability Act and supporting Regulations; \* any opted-out authority that does not successfully appoint an appropriate external auditor in the correct manner and notify SAAA who their external auditor is by 30 November 2022 will have an external auditor appointed for it by the Secretary of State through SAAA. This will result in additional costs of £300 which will have to be met by the authority. Regards, admin@saaa.co.uk [www.saaa.co.uk](http://www.saaa.co.uk) • SAAA Ltd, 77 Mansell Street, London E1 8AN This email is for the sole use of the intended recipient and may contain privileged and/or confidential information. If you receive this in error, please notify the sender immediately and do not use, rely upon, copy, forward or disclose its content to any other party.

Lesley Close <kilmersdonclerk@gmail.com>

Mon, Aug 15, 2022 at 8:08 AM

To: Ken Hutton <ken@kenhutton.co.uk>, Nick Ham <ham.nick@rocketmail.com>, John Clayton <john.clayton.kpc@gmail.com>, Angila Cook <clr.angilacook@gmail.com>, Edward Drew <edward@caveassociates.co.uk>, Donald Hudson <donaIdkpc@gmail.com>, Phil Preen <councillor@philpreen.co.uk>

I shall put this on the next agenda.

Kind regards,

Lesley

Lesley Close  
 Parish Clerk  
 Kilmersdon Parish Council



Lesley Close <kilmersdonclerk@gmail.com>

**Dressing of Graves - Kilmersdon**

3 messages

**geoffwilson.msnrbl@gmail.com** <geoffwilson.msnrbl@gmail.com>  
To: clerk@kilmersdonpc.co.uk, clarissacridland@hotmail.co.uk

Fri, Aug 12, 2022 at 10:08 AM

Good morning

I wondered if you have had a chance to discuss this project with your colleagues and If you are able to carry out this event without a Branch representative in attendance. It would mean that we can perpetuate the memory of our service men and women through the simple act of placing a spray of poppies on each grave. If you are able to carry out this ceremony, any photographs with names would be helpful as the event will be published in the Branch Bulletin. The pictures may well also be sent to the local media.

Please can you check the documents previously sent and let me know if you need any alterations to them. I would also appreciate if you could advise me of an address where the sprays of poppies can be delivered. These will be delivered close to the date so that you will not have to store them for any length of time.

However, if, for any reason, you are unable to perform this ceremony, the Branch will ensure that the sprays are laid but without any form of service or prayer. Perhaps you could come back to me so I can make alternative arrangements.

Kind regards

**Geoff Wilson**

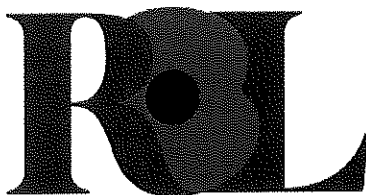
Wg Cdr RAFVR Retd. Dip SM.

Branch President and Secretary

Midsomer Norton & Radstock Branch

T 0792 166 8009

E [geoffwilson.msnrbl@gmail.com](mailto:geoffwilson.msnrbl@gmail.com)



ROYAL BRITISH LEGION