

KILSBY PARISH COUNCIL

NOTICE OF MEETING

To members of the Council: You are hereby summoned to attend a meeting of Kilsby Parish Council to be held as a virtual online meeting under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. Please inform your Clerk on 01788 891184 if you will not be able to attend.

Members of the public and press are invited to attend a meeting of Kilsby Parish Council and to address the Council during its Public Participation session which will be allocated a maximum of 20 minutes.

On..... **TUESDAY 13th October, 2020** at 7.30pm

MEETING DETAILS: To join the zoom meeting please click the link below, or enter it into your browser

<https://us02web.zoom.us/j/89155159490?pwd=UVFSbysrc25PeGIUamVNRUFNSnFIZz09>

Meeting ID: 891 5515 9490

Passcode: 422787

or you can join by phoning 0131 460 1196 or 0203 051 2874 or 0203 481 5237

Catherine M Camp

2nd October 2020

Locum Parish Clerk: Catherine Camp, 18 Kilsby Road, Barby, Rugby. CV23 8TT email:parishcouncil@kilsbyvillage.co.uk

Please note that photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted without the Council's prior written consent so long as the meeting is not disrupted, but as a courtesy, please make yourself known to the Clerk.

1	APOLOGIES
2	PUBLIC OPEN FORUM SESSION <i>limited to 20 mins.</i>
2.1	Public Open Forum Session Members of the public are invited to address the Council. The session will last for a maximum of 20 minutes with any individual contribution lasting a maximum of 3 minutes. Representations shall not require a response at the meeting nor start a debate. (Members of the public should address the Chairman of the meeting, who may direct that a written or oral response be given)
2.2	District Councillors Report
2.3	County Councillor Report
3	DECLARATIONS of INTEREST on the Agenda
	Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the Agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest. You must withdraw from the room when the meeting discusses and votes on the matter.
3.1	Declarations of any Disclosable Pecuniary or Other Interests
3.2	Dispensations – To consider written requests for dispensation of DPI
4	MINUTES
4.1	To approve and sign minutes of Tuesday 1 st September 2020. <i>See Appendix (A)</i>
4.1	To approve and sign minutes of Kilsby Parish Council Extraordinary Meeting 16 th September, 2020. <i>Appendix (B)</i>
5	CLERK'S REPORT
5.1	To meet the Locum Clerk. To note that paperwork has been submitted to allow the Locum clerk access to Unity Trust bank.
5.2	The Locum Clerk to advise on the recording of meetings, as raised in Minutes of 16 th September.
6	GENERAL MATTERS
6.1	To discuss update on Kilsby Housing Needs Survey. Planning/CT/IM
6.2	Kilsby Neighbourhood Development Plan Review. CT/IM To approve the engagement of Kirkwells Town Planning to provide support for the NDP review on the basis of their Support Package proposal dated September 2020, on the understanding that a grant can be obtained from Locality to cover the cost of their services". <i>See Appendix (C) and (D)</i>
6.3	To discuss and provide any updates and progress on the following projects for PC recommendation or decision: <ul style="list-style-type: none">• Offering a defibrillator to the village hall

	<ul style="list-style-type: none"> • Additional speed signs A361 and Barby Road • Malt Mill Green Bus Stop – pavement • Urban Meadow • Heritage lottery boards and leaflet. • Butts Lane improvements • Relocation of Dog Poo bin at Bus stop opposite Malt Mill Green • Planting on village greens • Climate Emergency • To consider what to do with regards to Remembrance Day 	ALL		
6.4	Kilsby Poores Land Charity - Jubilee Wood request the Parish Council consider a regular annual donation to the Charity for its insurance. To note Public Liability insurance cover for the woodland has been arranged by the Poores land charity with Commercial Express Quotes Limited (through Henshalls Insurance Brokers) effective from 1st October 2020. This means that access to the land will be permitted again.			
6.5	UPDATE? DDC Planning if permission is needed regarding WI centenary proposal on Malt Mill Green to report back to WI.	ALL		
6.6	Butts Lane resident has been advised it is within their rights to attend to overhanging branches in their property and it is not the PC remit to enter private properties adjacent to EW13. We have been advised it is not possible and high branches are from trees within the lane itself and the resident requests a KPC visit.			
6.7	The Parish Council consider organising litter pick	SS		
6.8	Notification from Houlton School on Admissions policy - <i>See Appendix (E)</i>			
7	CEMETERY			
7.1	To review Cemetery fees – <i>See Appendix (F)</i>			
7.2	To consider within the Cemetery Rules and Regulations where only residents and former residents of Kilsby are entitled to use the cemetery as a final resting place “ <i>the addition of close family members is permitted</i> ”. An example for consideration is if a family member(s) are residing in the cemetery.			
7.3	To update the Council on the current position with respect to Burials Clerk role.			
8	PLANNING			
8.1	<i>New applications</i> - None.			
8.2.1	Notification of any additional applications subsequently received. Agree date for Planning Meeting if required.			
8.2	<i>Awaiting Decision</i>			
8.2.1	DA/2020/0384 Construction of 5 dwellings. Land Adjacent 16, Barby Road, Kilsby, Northamptonshire https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUri?theApnID=Da/2020/0384			
8.3	<i>Applications Approved by Daventry District Council</i>			
8.3.1	DA/2020/0613 Installation of nine information boards. Various Site Within Kilsby, Northamptonshire https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUri?theApnID=DA/2020/0613			
8.4	DDC are reviewing conservations areas including Kilsby. Consultation runs until 5/11. For details see link https://www.daventrydc.gov.uk/living/planning-policy/conservation-areas/article-4-directions-and-heritage/			
8.5	PLANNING FOR THE FUTURE – Consultation document on the Government White Paper to alter planning law, to allow much more development without the need of planning consent, and to remove Community Infrastructure Levy Payments to Parish Councils. The consultation ends at 11.45 on Thurs 29 Oct, and will radically change planning law. Please read paper <i>Appendix (G)</i>			
8.6	Consultation Rugby Borough Council is consulting on the Revised Draft South West Rugby Masterplan Supplementary Planning Document, which relates to the new Local Plan site allocation for residential development, Employment and non-residential development. www.rugby.gov.uk/swrugby			
9	ACCOUNTS			
9.1	Financial Position at 30 th September, 2020 £106,376.62 Income received during September 2020 £3.61 Wayleave; £20 Donation for Safe; £22,325 (50% of precept). Accounts reviewed by Internal Control Cllr Page.			
9.2	To note the Bank Reconciliation to 30 th September 2020 <i>see Appendix (H)</i>			
9.3	To agree to set up a Working Party to put together a draft budget for 2021/22 for ratification by full Council.			
9.4	To agree to engage DCK Accounting Solutions as External Payroll provider. Implementation fee £50 then 25/Mth			
9.5	To approve the purchase and installation of 9 x A1 information boards from Shelley Signs (Cost £7760 inc)			
9.6	To approve the purchase of additional cloud storage via one drive at a cost of £59.99/Yr or £5.99 per month.			
9.7	To approve payments as follows:	ALL		
To Whom Paid	BP No	Details of Payment	£	Power to Pay

Payroll Costs		September 2020	£ 1280.17	LGA(1972) S111,S112
Complete Office	BP0629	Invoice 93/115791 archive files Invoice No: 93/115661 printer ink	£51.08	LGA(1972) S111
Daventry Norse	BP0630	Inv 52IN-000227 grass cutting main for Aug 2020 2x verge, 2x rec grd & Cemetery	£1,601.14	Open Spaces Act 1906
E.ON Energy Solutions Ltd	BP0631	Quarterly Street Lighting Maintenance Inv 100601	£24.30	
Anglian Water Business LTD	BP0632	Inv 7769590 June to Sept 2020 standpipe at cemetery	£11.97	
Daventry Norse	BP0631	Inv 52IN-000227 grass cutting main for Sept 2020 2x verge, 2x rec grd & Cemetery	£1,601.14	Open Spaces Act 1906
Kilsby Poorlands Charity	BP0634	Grant £600.00 for Jubilee Wood	£600.00	Open Spaces Act 1906
10	CORRESPONDENCE			
10.1	Query from resident re Hawthorn tree near 7 Rugby Road, near boundary of Recreation Ground.			
10.2	Notification that the Bridleway between Kilsby and Crick is flooded at M1.			
10.3	Notification of DDC Parish and Town Council Meeting THURS 29 OCT 6.30pm by Zoom.Any attendees?			
10.4	Notification of Daventry Volunteer & Community Sector Forum via Zoom Friday 9 th Oct, at 1pm. Join meeting https://us02web.zoom.us/j/4043854824 Meeting I: 404 385 4824			
10.5	Consultation on a draft Statement of Community Involvement has been agreed by DDC, South Northants and Northampton Borough Councils. Consultation by 12 Nov. Comments via https://westnorthantsplan.inconsult.uk/consult.ti/WNSP_SCI/consultationHome			
11	TRAINING – All meetings to be held online. To ascertain whether any Cllr wishes to attend.			
11.1	To approve attendance by the Locum Clerk on Cemetery Management & Compliance Course Tues 20 and Wed 21 October. Fee £80			
11.2	Introduction to VAT – Fri 23 OCT 10am			
11.3	To enquire whether any Councillor still needs to complete basic “Off to a Flying Start” training.			
12	ITEMS FOR NEXT AGENDA The next full Parish Council meeting will take place TUESDAY 10th November, 2020 19.30 hrs			

