

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 10th November, 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/82634568479?pwd=bVJrc2FranlNUlnbFFWN2JVOGFqdz09>

Meeting ID: 826 3456 8479

Passcode: 524976

or you can join by phoning 0203 051 2874 or 0203 481 5237

Catherine M Camp

4th November 2020

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

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.
2.2	District Councillors Report
2.3	County Councillor Report
2.4	Police Matters. Monthly crime report can be accessed at https://www.police.uk/
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 13 th October 2020. <i>See Appendix (A)</i>
5	MATTERS ARISING (For information only)
5.1	To receive a progress report from the Clerk <i>See Appendix (B)</i>
5.2	Report on Remembrance Day and laying of Wreath - HG
5.3	To note Criminal Damage to a white transit van, nothing stolen at this time but a drilled hole has been found on the van. This happened on Arnills Way, Kilsby 28 th October. To appoint a Police liaison representative.
5.4	Any other matters arising from the Minutes of 13 th October, not otherwise on the Agenda.
6	PLANNING
6.1	<i>New Applications</i> please note that if you click on the blue link it will take you to the plans.
6.1.1	DA/2020/0834 Work to a tree with Conservation area. The Haven, 2 Essen Lane, Kilsby. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2020/0834
6.1.2	DA/2020/0826 Listed Building consent to install Secondary Double Glazing. Japonica, 23 Main Road. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2020/0826
6.1.3	Pre-application Community Consultation Renewable energy scheme on land at Rugby Lane, Hillmorton rainsbrooksolarfarm@pegasusgroup.co.uk <i>see Appendix (C)</i>

6.2	Decisions awaited.				
6.2.1	DA/2020/0384 Construction of 5 Dwellings. Land adjacent to 16 Barby Road, Kilsby.				
6.3	Kilsby Housing Needs Survey. Update from Councillor Massey.				
6.4	Kilsby Neighbourhood Development Plan Review. Update from Councillor C Thompson.				
7	CEMETERY				
7.1	To update the Council on the current position with respect to Burials Clerk role.				
7.2	To review Cemetery fees – <i>See Appendix (D)</i>				
8	ACCOUNTS				
8.1	Financial Position at 31st October, 2020 £101,294.32 Income received during October 2020 £87.50. Accounts reviewed by Internal Control Cllr Page.				
8.2	To note the Bank Reconciliation to 31st October 2020 <i>see Appendix (E)</i>				
8.3	To note that the External Audit has been completed with no matters of concern raised. <i>See Appendix (F)</i>				
8.4	To approve the notice of conclusion of Audit, and publishing of Sections 1,2 and 3 of AGAR <i>see Appendix (G)</i>				
8.5	To consider any actions required resulting from Internal Audit. <i>see Appendix (H)</i>				
8.6	To note that a Duplicate Payment was made to Compleat Office of £27.14 in October. Credit has been requested				
8.7	To note an External Payroll provider has been engaged. She has found a number of anomalies. Report to follow.				
8.8	To consider increasing the grants to Village organisations who carry out litter picking. SS				
8.9	To confirm that Kilsby Parish Council will share half the cost of the Locum Clerks phone line cost with Barby.				
8.10	Youth Club Funding – to consider providing a grant to the Youth Club SS				
8.11	S106 payments – to investigate sourcing funding via s106 for Jubilee Wood. Clerk still needs to progress this.				
8.12	To approve payments as follows: ALL				
	To Whom Paid	BP No	Details of Payment	£	Power to Pay
	Clerks Salary	BP0635	November 2020	£ 1056,68	LGA(1972) s112
	Clerks Salary	BP0636	From 28 September to 31 October 2020	£ 1361.60	LGA(1972) s112
	Krishna Enterprises Ltd	BP0637	Printing Kilsby Kronickle	338.00	LGA(1972) s142
	E.ON UK plc	BP0638	Quarterly Street Lighting 1 July-30 Sept	334.57	HA(1980) s301
	Daventry NORSE Ltd	BP0639	Mowing OCT Inv No: 52IN-000245	1008.01	HA(1980) s96 Open Spaces Act 1906
	Sagegreen Human Resources	BP0640	HR Advice	337.50	LGA(1972) s111
	Catherine Camp	BP0641	Additional Cloud storage	59.99	LGA(1972) s111
	Northants CALC Ltd	BP0642	Cemetery Training course Inv No 0767	80.00	LGA(1972) s111
	Catherine Camp	BP0643	Expenses	74.73	LGA(1972) s111
	Kilsby Youth Club	BP0644	Grant for Provision of 5 Summer Sessions Aug	750.00	LG(MP)Act 1976s19/1
	British Legion	BP0645	Remembrance Day Wreath	45.00	LGA1972 s137
	Vision ICT	BP0646	Hosted email account Jan – Dec 2021	21.60	LGA(1972) s111
	PKF Littlejohn LLP	BP0647	External Audit Fee	360.00	Account & Audit Regulations 2015
9	BUDGET				
9.1	To review Draft Budget and agree any alterations prior to finalisation at December meeting.				
9.2	Public consultation on proposed changes to Local Council Tax Reduction Schemes in West Northamptonshire. https://futurenorthants.citizenspace.com/lctrs-west/2021-22				
10	HIGHWAYS				
10.1	To note that the Belisha Beacon lamps on the Zebra Crossing have been repaired.				
10.2	To note that Road signs left blocking the footpath on The Banks have been removed.				
10.3	To note that Mud on the road from Rugby Road to A361 has been reported to NCC Highways.				
10.4	Additional Speed signs on A361 and Barby Road – Update IM				
10.5	Malt Mill Green Bus Stop – Clerk to obtain NCC permission and quotes for work to level path.				

10.6	Butts Lane – 2 further quotes required for drainage/path works, and a closure order for the Footpath.
10.7	Overgrown footpath along the A5 to DIRFT
10.8	MOWING – To note that Norse has carried out the last cut of the year.
11	ENVIRONMENT
11.1	Update on Wildflower / Urban Meadow planting - CT
11.2	Details of Action on Climate Change grants of up to £1000 communitygrants.ddc@daventrydc.gov.uk
12	DEFIBRILLATOR
12.1	To confirm the Supplier of the Defibrillator, and receive an update on installation. IW
13	HERITAGE LOTTERY BOARDS
13.1	To note that an Order has been placed. Supplier requires photos of installation points prior to providing a final price and starting production.
14	KILSBY KRONICKLE
14.1	To agree a statement of the purpose, financing and management of Kilsby Kronickle <i>see Appendix (I)</i>
15	CORRESPONDENCE
15.1	Corona Virus briefing from NCALC with regard to the latest lockdown rules. (Play Areas can stay open)
15.2	Rough Sleepers count – 12 November. Does anyone know of any rough sleepers in the parish?
15.3	Notification of Northants ACRE's AGM 2020 Wed 25 Nov 2020 via zoom at 10am – Any attendees?
15.4	NCC is working with local partners to develop "Armed Forces Community Hubs" Comments via online survey required by 20 th November.
15.5	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
15.6	To note that new "Reach for Health" centre has opened in Daventry.
15.7	To be aware that there a number of scam emails in circulation at the moment. BE CAREFUL!
16	TRAINING – All meetings to be held online. To ascertain whether any Cllr wishes to attend.
16.1	GDPR Update 5 Nov - £38
16.2	FOI and how to deal with vexatious requests. 10 November £38
16.3	Effective Communication & Engagement in a post lockdown world 11 Nov.
17	ITEMS FOR NEXT AGENDA The next full Parish Council meeting will take place TUESDAY 8th December, 2020 19.30 hrs