

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 in Kilsby Village Hall, Rugby Road, Kilsby. 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 7th September 2021 at 7.30pm

Please note, this is a public meeting and you may be filmed, recorded and published.

Copies of all council papers are available to download at www.kilsbyvillage.co.uk

Catherine M Camp

1st September 2021

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	To receive Reports either written or verbal from West Northamptonshire Councillors.
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	CO-OPTION TO FILL COUNCILLOR VACANCY – This seat still needs filling.
4.1	To consider any application received for co-option onto the council to fill the ONE remaining vacant seat.
4.2	Co-opted Councillor to sign Declaration of Acceptance of Office.
5	MINUTES
5.1	To approve and sign minutes of Tuesday 10th August 2021. <i>Appendix (A)</i>
6	MATTERS ARISING (For information only)
6.1	Registration of “The George” as an Asset of Community Value. – to provide an update if available.
6.2	To note that the top surface of Butts Lane footway has been delayed up due to shortage of Lorry drivers. It should be completed shortly.
6.3	To note “No Entry Marking” for Essen Lane/Middle St entrance has been added to WNC Small Works list.
6.4	Matters arising from the Minutes not otherwise on the Agenda.
7	POLICE MATTERS
7.1	Police Matters. https://www.police.uk/your-area/northamptonshire-police/daventry-rural/?tab=CrimeMap shows the monthly crimes reported for JULY 2021 –4 Crimes in Kilsby village + 1 Robbery from person on A5.
7.2	To receive a report from the Police Liaison Representative – Councillor C Thompson. <i>Appendix (B)</i>
8	PLANNING
8.1	<i>New Applications (click on the hyperlinks to view the planning application documents).</i>
8.1.1	WND/2021/0459 Withcroft House 11, Daventry Road, Kilsby. Demolition of existing conservatory. Construction of single storey side extension to form sun room, single storey rear extension to kitchen and single storey side extension to boot room to form wc.
8.2	<i>Applications Approved by West Northants Council -Daventry Area Planning Department.</i>
8.1.2	WND/2021/0084 The Elms 9, Middle Street, Kilsby. New dormer windows, porch and glazed screen to enclose covered area at rear. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0084
8.1.3	WND/2021/0085 The Elms 9, Middle Street, Kilsby. Listed Building Consent for insertion of staircase, floor, dormer windows and bathrooms into roof space. New porch and glazed screen to enclose covered area at rear.

	https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0085			
8.1.4	WND/2021/0197 Mansfield Cottage 17, Watling Street, Kilsby. Listed Building consent for replacement cement pointing to south facing gable end and east-facing street side elevations with traditional lime mortar. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0197			
8.1.5	WND/2021/0142 The Hollies 11, Main Road, Kilsby. Listed Building Consent for renovation of outbuildings to form multi-purpose use ancillary to the main house. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0142			
8.2	Applications Approved by West Northants Council -Daventry Area Planning Department.			
8.2.1	WND/2021/0339 Laurelcroft 1, North Street. Single storey rear extension. APPROVED 12 th August.			
8.2.2	WND/2021/0084 The Elms 9, Middle Street New dormer windows, porch and glazed screen APPROVED			
8.2.3	WND/2021/0085 The Elms 9, Middle Street Listed Building Consent for insertion of staircase, floor, dormer windows and bathrooms into roof space, porch and glazed screen APPROVED			
8.2.4	WND/2021/0197 Mansfield Cottage 17, Watling Street, Kilsby. Listed Building consent for replacement cement pointing to south facing gable end and east-facing street side elevations with traditional lime. APPROVED			
8.2.5	WND/2021/0194 19 Manor Road Single storey front, side and rear extensions. APPROVED 9 th Aug 21.			
8.3	Decisions Awaited			
8.3.1	DA/2021/0315 Ashcroft 8, Manor Road, Kilsby. Construction of single storey front extension.			
8.3.2	DA/2021/0098 Chapel Barn 2B Daventry Road (Amended) Construction of detached garage/carport with office/studio above. Chapel Orchard, 2B Daventry Rd.			
8.3.3	WND/2021/0142 The Hollies 11, Main Road, Kilsby. Listed Building Consent for renovation of outbuildings to form multi-purpose use ancillary to main house.			
8.3.4	DA/2020/0384 Construction of 5 Dwellings. Land adjacent to 16 Barby Road, Kilsby.			
8.4	Other Planning Matters			
8.4.1	Richborough Housing leaflet drop consultation on a proposal for 42 dwellings off Barby Road. Richborough Housing plan to deliver a leaflet to every household in Kilsby on Monday 6 Sept setting out a proposal for a 42 house housing development off Barby Road to be submitted for planning in Nov. They are happy to arrange a zoom meeting should Councillors have any questions.			
8.4.2	Barby Sporting Club Proposed plans to expand Barby Sporting club. Feedback on consultation evening. To consider asking that WNC Daventry sign up to receive noise data via https://www.thenoiseapp.com/#/			
9	NEIGHBOURHOOD PLAN REVIEW			
9.1	To receive an update on the Neighbourhood Plan Review if necessary – Cllrs Thompson and Massie			
9.2	A public ‘drop-in’ event as part of the Regulation 14 consultation process will take place from 10am to midday at the village hall on Sat 16 October.			
9.3	To note that KPC has been successful in securing a further grant of £8265			
10	ACCOUNTS			
10.1	Financial Position at 31st August, 2021 £ 74,391.06 Income received during August 2021 £ 157.50 KK Advertising; £775 Cemetery fees. Accounts to be reviewed by Internal Control Cllr Ian Massey.			
10.2	To note the Bank Reconciliation to 31 st August 21 <i>see Appendix (C)</i>			
10.3	To note that PKF Littlejohn LLP has completed the External Audit for year ending 31 March 21 and have concluded that there are no matters which give cause for concern and that the relevant legislation and regulatory requirements have been met.			
10.4	To note that the Notice of conclusion of Audit has been published on the noticeboard and the website along with sections 1,2 and 3 of the AGAR for year ending 31 March 21.			
10.5	To approve payments as follows:			ALL
To Whom Paid	BP No	Details of Payment	£	Power to Pay
NEST Pension payments	D/D	Pension contributions for staff	121.67	LGA(1972) s112
ICO	D/D	Annual Registration	35.00	
Locum Clerks Salary	BP0737	August 2021	1211.84	LGA(1972) s112
Catherine Camp	BP0738	Expenses	67.90	LGA(1972) s111
DCK Accounting Solutions	BP0739	Payroll and pension admin fee	30.00	LGA(1972) s111

Kirkwells Limited	BP0740	Neighbourhood Development plan	4704.00	
PKF Littlejohn LLP	BP0741	Annual Audit Fee	360.00	
11	EVENTS			
11.1	To hear feed-back on the Kilsby Summer Fete Event held on Sunday 29 August 21			
11.2	Re-enactment of Kilsby Skirmish <i>Appendix (D)</i>			
11.3	Remembrance Day - 11 November. To approve purchase of British Legion Wreath £40			
11.4	Parish Councils have been asked to play a part in the Queen's Platinum Jubilee by lighting beacons on 2 June 2022 at 9.15pm to mark the 70 th anniversary of the Queens' coronation. To consider how KPC wishes to mark the event.			
12	HIGHWAYS/ENVIRONMENT			
12.1	To approve clearance and additional seeding of Urban Meadow - Max £250			
12.2	To consider whether to purchase replacement Dog Waste bin Essen lane <i>Appendix (E)</i>			
12.3	A361 Traffic Safety issues. Speed signs. To receive an update on speed-signs. To approve purchase of a 4m high pole for SID to be located on Main Rd/Ashby Rd at cost of £903.38			
12.4	To note that Western Power is undertaking a rebuild scheme to increase capacity in their network to improve the electricity supply between Onley and Crick. This should be completed early 2022.			
12.5	Hornbeam Tree 253 at end of Arnills Way/The Banks. This tree was highlighted in the tree survey as requiring removal of dead wood. To agree to carry out any necessary works.			
12.6	Douglas Fir Tree, Essen lane. To consider whether action needs to be taken.			
13	CORRESPONDENCE			
13.1	Notification that the PCCO has extended the fly-tipping removal scheme to help landowners.			
13.2	WNC survey on Election process. Emailed to all Councillors and completed by Clerk on behalf of KPC.			
13.3	Notification of a Community Festival on 5 Sept at Hunsbury Hill.			
13.4	Invitation to the Police, Fire & Crime Commissioner Virtual Councillor meetings (Sept 21 - Jan 22)			
13.5	Fire Service Annual report https://www.northantsfire.gov.uk/annual-report-2020-2021/			
14	WEBSITE			
14.1	To agree that the Council invest in training at a cost of £75 for two people to learn how to tidy up the website and make it more user friendly.			
15	RECREATION GROUND			
15.1	To consider dissolution of Kilsby Recreation Ground Charity and its amalgamation back into the PC.			
16	TRAINING			
16.1	"Off to a Flying Start" online training- W Bridges booked. 9 Sept 21 18:30: 13 Sept 21 10:00-12:30			
16.2	To approve attendance at "Chairmanship Training" for H Gibbs 13 th October. 18.30-21.00 Online £44			
16.3	Finance for Councillors Tues 14 Sept 10-11.30; Mon 20 Sept 18.30-20.00 or Wed 29 Sept 21 10-11.30 Online. Cost £30. This covers precept and budgeting.			
16.4	Making Rural Housing more affordable. Wed, 17 Nov 2021 12:00 – 13:15 Online. £30			
17	STAFFING MATTERS: In view of the confidential nature of business to be transacted eg Staff Matters, the Council will be asked to resolve that the public and press be excluded from the meeting.			
17.1	To discuss staffing matters in closed session.			
18	ITEMS FOR NEXT AGENDA			

The next Parish Council meeting will take place TUESDAY 12th OCTOBER 2021 in Kilsby Village Hall.