

## 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 8<sup>th</sup> March 2022** 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](http://www.kilsbyvillage.co.uk)

*Catherine M Camp*

3<sup>rd</sup> March 2022

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

<b>1</b>	<b>APOLOGIES</b>
1.1	To receive apologies for absence.
<b>2</b>	<b>WELCOME TO NEW CLERK</b>
2.1	To welcome Mrs Emma Gibson as Clerk to Kilsby Parish Council following her appointment on 1 March
<b>3</b>	<b>PUBLIC OPEN FORUM SESSION <i>limited to 20 mins (Extended at the discretion of the Chairman).</i></b>
3.1	Public Open Forum Session. Members of the public are invited to address the Council for a maximum of 20 minutes with any individual contribution lasting up to 3 mins. Representations shall not require a response at the meeting nor start a debate.
3.2	To receive Reports either written or verbal from West Northamptonshire Councillors.
<b>4</b>	<b>DECLARATIONS of INTEREST on the Agenda</b>
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.	
4.1	Declarations of any Disclosable Pecuniary or Other Interests
4.2	Dispensations – To consider written requests for dispensation of DPI
<b>5</b>	<b>MINUTES</b>
5.1	To approve and sign minutes of Tues 15 <sup>th</sup> February <i>Appendix (A)</i>
<b>6</b>	<b>MATTERS ARISING (For information only).</b>
6.1	To note the Clerks report (B)
6.2	Any other matters arising from the Minutes not otherwise on the Agenda.
<b>7</b>	<b>POLICE MATTERS</b>
7.1	To receive a report from the Police Liaison Representative – Councillor C Thompson.
<b>8</b>	<b>PLANNING</b> <i>(click on the hyperlinks to view the planning application documents).</i>
<b>8.1</b>	<b>New Applications - None</b>
<b>8.2</b>	<b>Decisions Awaited</b>
8.2.1	<b>WND/2022/0068 19 Middle Street, Kilsby.</b> Replacement garage, utility and front extension.
8.2.2	<b>WND/2022/0076 Malt Mill Cottage, 2 Main Road, Kilsby.</b> Felling of trees in a conservation area. <a href="https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2022/0076">https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2022/0076</a>
8.2.3	<b>WND/2022/0025 20, Devon Ox Road, Kilsby.</b> Demolition of existing conservatory. Construction of single storey rear extension. <a href="https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2022/0025">https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2022/0025</a>
8.2.4	<b>WND/2021/0877 Land North of Allotment Gardens (Shire View) Watling Street.</b> Lawful development certificate (existing use) for siting of mobile home for residential use (Class 3)
8.2.5	<b>WND/2021/0878 Land North of Allotment Gardens</b> Lawful development certificate (existing use) for siting of mobile home for residential use.
8.2.6	<b>WND/2021/0767 Barby Sporting Club.</b> Proposed extensions to and remodelling of the existing clubhouse; alterations to the existing car park and provision of additional car parking to the north of the

	clubhouse; demolition of existing agricultural building and construction of additional earth bunds to the east of the existing bunds with associated landscaping and other ancillary works including shooting shelters and 4.5m high towers. Shooting operations only to be during the following hours and days; Monday, 0900-1800hrs, Tuesday, Thursday and Saturday 0900-1800hrs; Wednesday and Friday:0900-2100hrs; and no Sundays.			
8.2.7	<b>WND/2021/0777 Land off Barby Road.</b> <a href="https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPDETAIL.DisplayUrl?theApnID=WND/2021/0777">https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPDETAIL.DisplayUrl?theApnID=WND/2021/0777</a> Outline application for construction of up to 44 dwellings with associated landscaping, open space, drainage infrastructure and associated works (all matters reserved except access from Barby Road).			
8.2.8	<b>DA/2020/0384</b> Construction of 5 Dwellings. Land adjacent to 16 Barby Road, Kilsby.			
<b>8.3</b>	<b>Applications Approved by West Northants Council -Daventry Area Planning Department.</b>			
8.3.1	<b>WND/2022/0007 10 Ashby Road, Kilsby.</b> Demolition of existing utility room. Construction of single storey side extension. APPROVED 28 FEB 2022 <a href="https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPDETAIL.DisplayUrl?theApnID=WND/2022/0007">https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPDETAIL.DisplayUrl?theApnID=WND/2022/0007</a>			
8.3.2	<b>WND/2021/0889 Las Cuevas, 5 Barby Road, Kilsby</b> Two storey side, single storey front and single storey rear extension. APPROVED 14 <sup>th</sup> Feb 2022			
8.3.3	<b>WND/2021/0908 Essen Lane.</b> Works to tree subject to TPO 129. APPROVED 10 <sup>th</sup> Feb 2022			
8.3.4	<b>WND/2021/0915 Field View Cottage, Watling Street.</b> Construction of pitched roof to replace flat roof to first floor rear elevation. Installation of new rear window and side roof lights. APPROVED 10/2			
<b>9</b>	<b>NEIGHBOURHOOD PLAN REVIEW</b>			
9.1	To approve the appointment of an Independent Examiner who will be able to undertake the examination and will explain the examination process. See CVs attached (C)			
<b>10</b>	<b>ASSET OF COMMUNITY VALUE</b>			
10.1	To agree to send a letter as drafted by Paul Ainsworth of CAMRA challenging the refusal of the request to list "The George" as an Asset of Community Value" (D)			
<b>11</b>	<b>ACCOUNTS</b>			
11.1	Financial Position at 28 <sup>th</sup> February, 2022 £ 60,168.27; Income – Feb 22 £ 307.50 Cemetery fees; £140.00 Newsletter Advertising.			
11.2	To note the Bank Reconciliation to 28 <sup>th</sup> February 2022 <i>see Appendix ( E)</i>			
11.3	To note that the Northants CALC Internal Audit Service has allocated Gill Wells as Internal Auditor. Date of the Internal Audit to be confirmed by the new Clerk.			
11.4	To approve payments as follows:			ALL
	<b>To Whom Paid</b>	<b>BP No</b>	<b>Details of Payment</b>	<b>£</b>
	Locum Clerks Salary	BP0802	FEB 2022	1211.84
	HMRC	BO0803	PAYE Month 11 – Feb 2022	594.88
	Catherine Camp	BP0804	Expenses	38.96
	DCK Accounting Solutions	BP0805	Payroll and pension admin fee	30.00
	Norse	BP0806	Winter Cemetery Maintenance	276.00
	Wicksteed	BP0807	Recreation Ground Inspection *	72.00
	SP Martin	BP0808	Cemetery Administrators fees	150.00
	NEST Pension payments	D/D	Pension contributions– Mth 11	121.67
	*NB Wicksteed Playground Inspection to be reimbursed from Recreation Ground Charity Bank Account.			
<b>12</b>	<b>HIGHWAYS/ENVIRONMENT</b>			
12.1	SPEEDWATCH – To hear an update from Councillor I Weston			
12.2	VEHICLE ACTIVATED SIGNS – To review quotes and decide which signs to purchase.(F)			
12.3	To hear a report on Harlestone Climate Change Meeting 5 March - Councillor I Massey.			
12.4	Butts Lane Trees – To note emergency branch clearance has been carried out. Update on visit by Cllr Gibbs to resident that requested permission to cut branches back. <b>Cllr Gibbs</b>			
<b>13</b>	<b>QUEENS PLATINUM JUBILEE Thurs 2 June to Sunday 5<sup>th</sup> June 2022</b>			
13.1	To discuss whether the Parish Council intend to support a Community Event over the Queens Jubilee Weekend. See briefing note with regard to whats on Nationally and in Northampton. (G)			
<b>14</b>	<b>KILSBY COMMUNITY SHOP</b>			
14.1	To form a working party to meet with Kilsby Community Shop Committee and discuss how the business is fairing in line with the original business plan (H) and consider future options.			

	(Please note that to embark on a new shop related project, the Parish Council will need to adopt the General Power of Competence which requires a trained Clerk and at least 8 elected councillors)
<b>15</b>	<b>CORRESPONDENCE</b>
15.1	Details of NALC Star Council Award. Categories are Clerk of Year; CALC of Year; Young Councillor of the Year; Councillor of the Year; Council of the Year. Nominations close 27 <sup>th</sup> May 2022.
15.2	Concern raised over vehicles parking on pavements. PCSO has been informed and will send out letters
15.3	Details of WNC Forum <a href="https://www.northantscalc.com/uploads/join-in-our-big-conversation.pdf">https://www.northantscalc.com/uploads/join-in-our-big-conversation.pdf</a>
<b>16</b>	<b>DATE OF ANNUAL PARISH MEETING</b>
16.1	To agree a date for the Annual Parish Meeting of Kilsby Parish.
<b>17</b>	<b>CONFIRMATION OF MEETING DATES GOING FORWARD</b>
17.1	To confirm the date of meetings going forward.
<b>18</b>	<b>ITEMS FOR NEXT AGENDA</b>

The next meeting will take place TUESDAY 12<sup>th</sup> APRIL 2022 at 7.30pm in Kilsby Village Hall. **(subject to item 17.1 confirming this)**