

**KILSBY PARISH COUNCIL
NOTICE OF MEETING**

TUESDAY 11th July 2023 at 7.30pm

To members of the Council: **You are hereby summoned to attend a meeting of Kilsby Parish Council to be held in the Kilsby Room of Kilsby Village Hall, Rugby Road, Kilsby.**

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.



Emma Gibson – Parish Clerk

5th July 2023

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, (Openness of Local Government Bodies Regulations 2014). Please make yourself known to the Clerk if you wish to record the meeting in any way.

Parish Clerk: Mrs E Gibson, 14 The Scarplands, Duston, Northampton NN5 6EY
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1	APOLOGIES
1.1	To receive apologies for absence.
2	PUBLIC OPEN FORUM SESSION <i>limited to 20 mins (Extended at the discretion of the Chairman).</i>
2.1	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.
2.2	To receive reports either written or verbal from West Northamptonshire Councillors.
3	DECLARATIONS OF INTEREST
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
4.1	To consider any application received for co-option onto the Council to fill the ONE vacant seat.
5	MINUTES
5.1	To approve and sign minutes of the Parish Council meeting held on Tues 13 th June 2023.
6	MATTERS ARISING (For information only).
6.1	To note the Clerk's report.
6.2	Any other matters arising from the Minutes not otherwise on the Agenda.
7	POLICE MATTERS
7.1	To receive a report from the Police Liaison Representative – Councillor C Thompson.
8	PLANNING (click on the hyperlinks to view the planning application documents).
8.1	Notification of Tree Works: The Haven, 2 Essen Lane, Kilsby. 2023/5724/TCA Proposed demolition of agricultural building, widening of access, and temporary access during construction: Cadman Sporting Barby Lane, Barby. 2023/5783/MAF
8.2	<i>Applications approved or outstanding: West Northants Council -Daventry Area Planning Department</i> WND/2021/0777 Outstanding 2023/5149/LBC : Outstanding 2023/5148/FULL Outstanding 2023/5317/TCA : Approved WND/2022/1084 Outstanding 2023/5180/FULL : Approved WND/2023/0067 Outstanding
9	ACCOUNTS
9.1	To note the Bank Reconciliations dated 30 th June 2023. £73,939.68

9.2	To approve payments as follows including any payments received between 5 th July and 11 th July 2023:				
To Whom Paid	Method	Details of Payment	£	VAT	Ex VAT
Clerk	BT	July mileage and homeworking expenses	36.80		
Clerk	BT	July salary			
NEST	BT	Pension contribution June			
HMRC	BT	PAYE July 23			
DCK Payroll	BT	June 23 Payroll	36.00	6.00	30.00
O2	BT	Office phone KPC June	25.20	4.20	21.00
Cordwood Tree Services	BT	Tree works	80.00		
R Quinney	BT	Cemetery work	950.00		
SLCC	BT	KPC share of membership	80.24		
Clerk	BT	Filing cabinet reimbursement	127.93	21.33	106.60
WNC Norse	BT	Mowing 52IN-000794	1497.38	299.48	1796.86
Vision ICT	BT	Web and email hosting	477.60	79.60	398.00
Vision ICT	BT	Web management	92.40	15.40	77.00
9.3	Income: Bank Interest: £264.51 East Haddon PC Office phone share: £9.44 Newsletter adverts totalling: £113.75 Burials: £1,275.00				
9.4	Website: Up-date to be received from working party. Date to be arranged for meeting before end of August.				
9.5	KPC storage: Council to discuss fire proof filing cabinets options and the storage needs of documents, parish property and burial records. Council to make a resolution as required.				
9.6	Burial Fee waiver: Council to discuss possible waiver of burial fee for Parish Councillors and members of the community that have contributed to the village.				
10	COMMUNITY				
10.1	Future Projects for KPC and Community Green Space working party: Council to receive any up-date and discuss s106 money in relation to a Community Green Space and any other projects in the village.				
10.2	Climate change: Cllr Massey to provide an up-date on Climate change matters. Council to consider funding the event, estimated cost for the event is £600. Council to make a resolution regarding this.				
10.3	Street lighting: Avant development, Daventry Road Kilsby. Council to confirm they still wish to adopt this street lighting.				
10.4	Books in phone box: Council to discuss options for relocation of books from telephone box.				
11	HIGHWAYS				
11.1	To receive any update.				
11.2	Tree on Main Rd: Council to consider quotation to cut tree on Main Road, and make a resolution as required.				
12	CORRESPONDENCE				
12.1	Correspondence received between 5 th July and 11 th July 2023 to be discussed. <ol style="list-style-type: none"> Resident correspondence received regarding the relocation of the public right of way. The PROW is EW6, which crossed diagonally across the field in question, north of Rugby Road. The application would be to get the right of way moved to follow the boundary instead. Council to consider correspondence and make any resolution as required. Correspondence from residents regarding the possibility of a crossing on Daventry Rd. Council to discuss as necessary. Kilsby Lane Transformer: Query raised by resident that no planting was done to screen this transformer. Council to discuss. Church Walk: Request from resident not to spray Church Walk path for fear of run off into their garden. Community Governance Review: Council to discuss consultation. 				
13	ITEMS FOR NEXT AGENDA				
13.1	Council to discuss items for next agenda.				

Next meeting of Kilsby Parish Council will be held in Kilsby Village Hall on Tuesday 12th September 2023 at 7.30pm