

KILSBY PARISH COUNCIL
NOTICE OF ANNUAL 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 1st MAY 2018** at 7.30pm
in the Kilsby room of the Kilsby Village Hall, Rugby Road, Kilsby.

Catherine M Camp

25th April 2018

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.

Parish Clerk: Mrs C Camp, 18 Kilsby Rd, Barby, Rugby, Warwickshire. CV23 8TT

Tel 01788 891184 e-mail parishcouncil@kilsbyvillage.co.uk

1	ELECTION OF CHAIRMAN
2	DECLARATION OF ACCEPTANCE OF OFFICE
2.1	To receive and sign a Declaration of Office of Chairman
3	ELECTION OF VICE-CHAIRMAN
4	APOLOGIES
5	CO-OPTION to fill CASUAL VACANCY
5.1	To note that there is still one vacant seat on the Parish Council and to consider any candidates who have expressed an interest in becoming a Councillor.
6	Appointment of Internal Financial Controller
7	To confirm cheque signatories and those with on-line payment authorisation
8	To Adopt STANDING ORDERS 2018 (Revised to take latest legislation into account)
9	To Re-adopt Financial Regulations.
10	Review of Insurance Cover and Asset register
11	PLANNING COMMITTEE to review terms of reference and appointment of members
12	APPOINTMENT OF REPRESENTATIVES
12.1	Appointment of Trustee(s) to Kilsby Village Hall committee
12.2	Review of "Roles and Responsibilities" of Councillors.
13	TO APPOINT A DATA PROTECTION OFFICER
14	TO ADOPT POLICIES IN LINE WITH GENERAL DATA PROTECTION REGULATIONS 2018
15	REVIEW OF COUNCIL POLICIES
16	To review time and place of Meetings in accordance with Standing Order 5 (xxi)
17	PUBLIC PARTICIPATION Public session limited to 20 mins.
17.1	Parishioners issues
17.2	Police Report. PCSO Conopo will provide an Annual Report
17.3	District Councillors Report
17.4	County Councillor Report
18	DECLARATIONS of INTEREST on the Agenda
18.1	Declarations of any Disclosable Pecuniary or Other Interests
18.2	Dispensations – To consider written requests for dispensation of DPI
19	MINUTES To agree and sign minutes of Full Council Meeting 3RD April 2018
20	MATTERS ARISING & Clerks Report not otherwise on the Agenda for information only
20.1	Meeting of Chairman with Councillors from Blisworth concerned over Rail Freight Terminal.
20.2	Best Village competition

20.3	Any matters not otherwise on the Agenda.				
21	PLANNING				
21.1	DA/2018/0332 Storage and transfer of recyclables and food waste. Kilsby Land fill site.				
21.2	DA/2018/0188 construction of two storey side extension. Jubilee House, 8 Essen Lane, Kilsby				
21.3	DA/2018/0288 First floor side extension. 8 Smarts Estate, Kilsby - Withdrawn.				
21.2	<i>Decisions awaited</i>				
21.2.1	DA/2017/1268 Construction of dwelling. Rear of 25 Main Road. (resubmission). Awaiting.				
21.2.2	DA/2017/1115 Watford Gap Farm, Watling Street, Daventry. Conversion of barn to four Dwellings (revised scheme) Decision awaited.				
21.3	Conservation Area for Kilsby. Further information awaited from Daventry District Council				
22	ACCOUNTS				
22.1	Financial Position at 24 April 2018 - £ 43,295.70				
22.2	Monies received 28 March 2018 to 24 th April 18; £ 68 Advertising; £6.30 Bank Interest.				
22.3	To note that a settlement has been reached with pay increase of 2% applied to SCP 20 and above.				
22.4	To consider a request to waive a burial fee for re-opening a grave for a second burial.				
22.5	To consider a request for a grant towards repair of War Memorial with Churchyard. (Parish Councils may maintain, repair any War Memorial whether vested in it or not. War Memorials Act 1923 ss1 & 3)				
22.6	To Review of Effectiveness of Internal Audit Yr end 31 Mar 17 and Level of Fidelity Guarantee				
22.7	To approve Audit plan and Terms of Reference for Internal Audit 2017/18 to be carried out 2 May				
22.8	To approve payments as itemised below:-				
	To Whom Paid	Chq No	Details of Payment	£	Power to Pay
	NEST Pension	D/D	Pension 1 to 31 MAY 18	39.16	LGA(1972) s112
	Catherine Camp	BP0318	Clerks Salary	681.60	LGA(1972) s112 *
	HMR & C	BP0319	Tax and NI	215.48	LGA(1972) s112
	Catherine Camp	BP0320	Clerks Expenses	54.74	LGA (1972)s111
	Krishna Enterprises	BP0321	Kronickle Printing	115.00	LGA (1972)s142
	S Hartwell	BP0322	Mowing- Rec & Cemetery	234.00	Open spaces Act 1906
	Visionict	BP0323	Email Addresses	90.00	GDPR 2018
	E.ON UK plc	BP0324	Quarterly Street Lighting	233.26	HA(1980) s301
	Kilsby Village Hall	BP0325	Hall Hire	68.00	LGA (1972)s111
	Kilsby Village Hall	BP0326	Hall Hire – Youth Club	138.50	LG(MP)Act 1976 s19
	Earth Anchors	BP0327	Bin Wall Bracket	16.19	LG(MP)Act 1976 s19
	Northants CALC	BP0328	Internal Audit Fee/Subs	719.13	LGA (1972)s143
	Francesca Kirtley-Paine	300132	Travel Expenses PCC Mtg	18.90	LGA (1972)s111
23	MENTAL HEALTH AWARENESS WEEK 14 - 20 May.				
24	HIGHWAYS/ENVIRONMENTAL MATTERS				
24.1	To consider granting permission for Devon ox Green to be used to display planted wheelbarrows.				
24.2	Reinstatement of EW11				
24.3	Good Neighbours Scheme				
24.4	To consider purchase of a litter bin for Kilsby Shop and to approve relocation of Notice Board.				
24.5	To confirm Meeting with Flood /Emergency Planning Team (Sat 2,16,23,30 Jun or Sun17th Jun)				
25	CONTRACTS To pass a motion that under section 100A of the Local Government Act 1972 due to the confidential nature of the matters next to be discussed relating to contracts, the press and public be asked to leave the meeting.				
25.1	To discuss contract relating to Policing				
25.2	To discuss contract relating to Litter Picking				
25.3	To discuss contract relating to Grass cutting				
25.4	To discuss Staffing Matters				
26	ITEMS FOR NEXT AGENDA Next full meeting will take place TUES 5th JUNE 2018 at 7.30pm				