

MINUTES OF MEETING of KILSBY PARISH COUNCIL

Parish Council meeting Held on TUESDAY 21st July, 2020 at 7.30pm as a virtual online meeting.
(The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020).

PRESENT: Councillors H Gibbs, R Page, C Thompson, M Margetts, I Massey, I Weston, R Nicholls.

Clerk: Clare E Valentine.

District Councillor: Catherine Lomax

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1	APOLOGIES		
1.1	No apologies received. Cllr Gent and Cllr Stainton were absent.		
2	PUBLIC OPEN FORUM SESSION <i>limited to 20 mins.</i>		
2.1	No parishioners present		
2.2	<p>1. Northamptonshire ACRE has launched 'Covid 19 Community Champions' initiative to recognise and celebrate what local communities have achieved during the pandemic. Closing date for nominations 31 August.</p> <p>2. Fly tipping has increased across the district</p> <p>3. West Northamptonshire Shadow Executive is meeting monthly.</p> <p>4. DDC has distributed £13.41 mll.to small businesses, including village halls and sports associations. It has also given small businesses rate relief during the coronavirus outbreak.</p> <p>5. DDC Strategy Group recommended building a 3rd secondary school in Daventry on the green area on Eastern Way. The motion was passed further consultation/committee review to follow.</p> <p>6. Re item 7.1, I would urge Kilsby PC to respond positively to DDC's Affordable Housing Officer, and welcome a housing needs survey, as the last one is now out-of-date, and with a possible review of the NP and the West Northamptonshire Core Strategy about to be reviewed, it gives you a stronger position to respond to any speculative developers who may appear.</p>		
2.3	No County Councillor report		
<i>Meeting suspended at 19.37 and resumed at 19.42 Chairman had technical issues connecting to mtg.</i>			
3	DECLARATIONS of INTEREST on the Agenda		
3.1	Cllr Thompson declared Pecuniary Interest in 8.6 payments & I Weston declared interest in item 6.3 offering a defibrillator to the village hall.		
3.2	No written requests for dispensation of DPI have been received.		
4	MINUTES		
4.1	The Full Council minutes of 16 th June, 2020 were approved and signed as correct record with following amendments: 3.1. No in front of Disclosures omitted. Cllr should be Cllrs Item 9.2 third sentence. Amended to "It is not known".		
5	Clerk's Report		
5.1	<p><i>Clerk's Report – no decisions to be made under Agenda Item 5 matters arising & not otherwise on the Agenda for information only.</i></p> <p>We have received information via DDC there is a S106 Open Space Maintenance Contribution regarding Clides Croft development. The area has not been handed over to KPC to maintain it is with the developer, but DDC have been requested to confirm if there are any indications this may happen in the future.</p> <p>We have three more burials at the Cemetery in July and August.</p> <p>Councillor/s required for meeting with NALC 28.07.20 at 10.00am on Zoom regarding Fleecehold Focus Group.</p> <p>Clerk is working through the multi-pay card application process and has also received the Heritage project forms from the working group to which will be worked through for submission to DDC Planning within the week.</p>		
6	GENERAL MATTERS		
6.1	It was RESOLVED that for the next KK edition adverts would be more prominent from the PC in blocks to promote the Parish Council to encourage new candidates and volunteers.		
6.2	It was RESOLVED to advise the organisers of the proposed music festival, August Bank holiday the event is postponed until next year following current Government guidance and Police advice regarding Covid-19.		
6.3	It was RESOLVED to approve budget 2020/2021 to include the following projects with preliminary agreed sums to enable the PC to pursue the matters further. Clerk to update and publish budget figure separately. Projects are: Offering a defibrillator to the village hall up to £2K, Additional speed signs A361 and Barby Road up to £29K, Malt Mill Green Bus Stop £15K, Urban Meadow £1.7K, Cemetery £15K, Butts Lane improvements £2K, Planting on village greens £5K. Some items are longer term projects (2 years and more). Council are able to pursue these matters in preparation for the September meeting.		

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6.4	It was noted an offer of support was made to Jubilee Wood and they are interested in S106. Cllr Weston to confirm in writing to Clerk information disclosed to him which may be of help to the Charity regarding insurance costs.
6.5	It was RESOLVED to approved the grant request from Kilsby Playgroup towards play equipment for £228.00
6.6	It was RESOLVED that during 2019/2020 the £300.00 donation made in 2019 to the PC for the urban meadow was used towards Urban Meadow project work during 2019/2020 on Malt Mill Green along with the £150.00 winnings from the Best Village Competition. No further interest/activity for the family memorial plaque has come forward, but the PC would welcome any help from local organisations should they wish to get involved with the project.
6.7	It was RESOLVED to preliminary offer £500.00 towards the Kilsby WI centenary plans 2021, to place a memorial on Malt Mill Green. This is subject to any planning permission requirements and the PC await a response on this.
6.8	It was RESOLVED that as Cllr Massey has worked successfully on the new website Accessibility Statement and our website hosts have indicated to him that we will be compliant for 23rd September 2020 Government deadline. We do not need to pay the IT Company to do this work. The Council thanked Cllr Massey for working on this matter. Cllr Massey advised we will be complaint but the website will need further improvements to meet the ongoing requirements of the new legislation.
6.9	Item differed as Cllr Stainton not present to discuss Houlton School allocation arrangements.
6.10	It was RESOLVED for Cllr Massey to approach the Village Hall with regards to ways they could support climate emergency by making greener improvements to sourcing and using energy and helping with grants. When it is possible in future consider holding a workshop to encourage Parishioners to understand what the community could do to help. Currently not possible with social distancing.
7	PLANNING
7.1	It was RESOLVED to invite the Housing Needs Officer to the next PC meeting as it was not possible for the contact to attend this meeting. The PC recognise the village is due for the survey and it would be helpful to meet in light of Kilsby's NDP.
7.2	<i>New applications</i>
	New Application received 21.07.20 DA/2020/0384 Construction of 5 dwellings. Land Adjacent 16, Barby Road, Kilsby, Northamptonshire. Deadline 11 th August 2020. DDC had not released the planning application files on their portal and due to the size of the application it was RESOLVED to hold a separate planning meeting to review this application in August. Cllr Page resides near to the application but has confirmed he has no interests as it does not affect him. The Council agreed he may have knowledge on this application to input at the meeting.
7.2.1	DA/2020/0417 Demolition of existing single storey extension and construction of two storey rear extension. 14, Smarts Estate, Kilsby, Northamptonshire, CV23 8XY Deadline 27 th July, 2020. It was RESOLVED to approve with no objection.
7.2.2	DA/2020/0472 Work to tree in a conservation area 2, Independent Street, Kilsby, Northamptonshire, CV23 8XL. It was RESOLVED to approve with no objection.
7.3	<i>Approved</i>
7.3.1	DA/2020/0375 6, Manor Road, Kilsby, Northamptonshire, CV23 8XS Construction of garage (retrospective) Approved 6 th July, 2020.
7.3.2	DA/2020/0366 The Ridgeway, Willoughby Road, Kilsby, Northamptonshire, CV23 8UH First floor rear extension. Approved 14 th July, 2020
8	ACCOUNTS
8.1	Financial Position at 15 th July, 2020 £74,074.91 Income received £950.00 Cemetery Fees and £76.50 for KK Advertising. Accounts reviewed by Internal Control Cllr Page.
8.2	The Clerk has advised the Council that should the play equipment be donated to the Kilsby Recreation Ground Charity, KPC are no longer lawfully able to recover the VAT for purchasing the play equipment approx. £3K. It was RESOLVED for the PC to donate the new Wicksteed play equipment to the Kilsby recreation Ground Charity. Cllr Margetts confirmed the new equipment is covered by ROSPA and insurance under the Recreation Ground Charity. The Council felt that VAT is convoluted and it could be looked into at a later date and by the Trustee. The Clerk again advised that should the Council wish to recover VAT the Councillors will need to do this themselves. It is not possible for the Clerk/RFO to be involved with the VAT recovery once donated and should the Council wish to look into this later for reasons stated and has also been instructed against it by SLCC and this is minuted for record. It was recommended by the Clerk and DDC for the Recreation Ground Charity apply for grant and purchase the equipment directly in 2019 rather than KPC.

8.3	It was RESOLVED to DELEGATED AUTHORITY SCHEME – To re-affirm the following:- “The Clerk/RFO shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a statutory or commercial deadline. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place.” This matter was approved due to the council not meeting in August, holiday’s season and Covid-19, however it was felt is it possible to review requirement in September as the Council are able to meet virtually for meetings.
8.4	It was RESOLVED to approve regular payment and accounting for 1 st August, 2020 period due to KPC not meeting during August.
8.5	It was RESOLVED to approve it was not possible to make payment BP0598 16.06.20 as the PC did not have the required payment method type to make the transaction required by the supplier. Therefore this payment was cancelled and replaced with BP0611.
8.6	It was RESOLVED to approve payments as follows: *It was RESOLVED the correct figure on invoice for payment BP0610 is £197.22. The Printing Works payment below included VAT £236.66 on the agenda this was incorrect.

Payee	Chq No.	Details	£	Power to pay
Anglian Water Business Ltd (Wave)	BP0608	Standpipe at Cemetery 16.03.20 to 05.06.20	9.29	Cemetery Act 1974
E.ON UK Plc	BP0609	Street Lighting Charges 01.04.20 to 30.06.20	330.94	Highways Act 1980 s301
The Printing Works	BP0610	2500 A3 Folded Leaflets for heritage Project	*236.66	LGA (1972) S142
Clive Thompson	BP0611	Buy a Plan maps for heritage project (replaces payment BP0598)	140.40	LGA (1972) S142

9	CEMETERY
	CONTRACTS Motion: Confidential Items. For the following items 9.1 the meeting will be asked to resolve that the public and press be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business to be transacted, i.e. contracts
9.1	It was RESOLVED for Daventry Town Council to act as Kilsby Burial Officer for A5 Watling Street Kilsby Parish Council cemetery representing Kilsby Parish Council, and update burial records and plans subject to an approved contract being in place outlining full service and duties, legal requirements. It was RESOLVED for the Clerk/RFO to take responsibility of the signing/managing the contract.
9.2	It was RESOLVED the Chairman will draw up a rota to empty the Cemetery bins and MM & IW to cover 1 st and 2 nd week. IW to cover funeral August. Clerk to confirm burial arrangements.
10	ITEMS FOR NEXT AGENDA Burial – non residents Inconsiderate parking Neighbourhood Plan The next full Parish Council meeting will take place TUESDAY 1st September, 2020 19.30 hrs

Meeting closed at 21:37

PLEASE NOTE: Whilst every attempt has been made to ensure the accuracy of these Minutes they are still subject to confirmation at the next meeting of the Parish Council and as such cannot be construed as the official record of this meeting until signed by the Chairman.

Signed..... Date20