

MINUTES OF MEETING of KILSBY PARISH COUNCIL

Parish Council meeting held on TUESDAY 9th February, 2021 at 7.30pm as a virtual online meeting.

PRESENT: Councillors H Gibbs (Chairman), B Barrett, B Gent, C Haycock, M Margetts, I Massey, R Page, Robin Nicholls, C Thompson, I Weston. District Councillor: Catherine Lomax;
Locum Clerk: Catherine Camp. 2 members of the public.

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1	APOLOGIES		
1.1	Councillor S Stainton sent apologies. (Work commitments).		Accepted.
2	PUBLIC OPEN FORUM SESSION <i>limited to 20 mins.</i>		
2.1.1	A member of the public attended the meeting to state her concerns about street lighting. Residents are concerned about the speed of vehicles travelling down Daventry Road and there is no street lighting as you approach the village from Daventry until the entrance to Butts Lane. A review of the street lighting will be discussed next month, and the resident was encouraged to join.		
2.1.2	Street lighting in the park would be of benefit to residents. Cllr Margetts stated that officially the Recreation Ground bylaws state that the park should be shut after dusk, although this is not enforced. The street lighting in the area will be reviewed, to ensure that the entrance and exits are better lit.		
2.2	Report from District Councillor Lomax The special meeting of the full Council at DDC will be held next week.		
2.3	County Councillor Malcolm Longley. Cllr Longley sent reports on NCC finances – forwarded to all Cllrs.		
2.4	POLICE Matters: https://www.police.uk/pu/your-area/northamptonshire-police/daventry-rural/?tab=CrimeMap shows the monthly crimes reported for Dec 2020 – 5 Crimes in Kilsby village + 1 vehicle crime in A5 layby. Cllr C Thompson reported that Neighbourhood Watch information is reported in Kilsby Kronickle so there is some discrepancy between figures provide on the police link and NHW data.		
3	DECLARATIONS of INTEREST on the Agenda		
3.1	Declarations of Disclosable Pecuniary or Other Interests – None.		
3.2	No written requests for dispensation of DPI have been received. – None.		
4	MINUTES		
4.1	The Full Council minutes of Tuesday 12 th January 2021 were approved and signed as a correct record.		
5	MATTERS ARISING –for information only.		
5.1	The Locum Clerks progress report was read and noted.		
5.2	To note that the defibrillator at the village hall has been installed and registered with the Ambulance Service. Mike Dowson has offered to check it is fully operational on a weekly basis.		
5.3	Cllr R Nicholls reported that the end of Chapel Street is very dark as is the A361 north of the Banks. Cllr Nicholls was asked to put this in an email to the Chairman and Clerk to be included in lighting review.		
6	PLANNING		
6.1	New Applications None <i>-please note that if you click on the blue link it will take you to the plans.</i>		
6.1.1	DA/2020/1184 Kilsby CE Primary School. Extension to provide 3 new classrooms. Kilsby Parish Council had no objection to this application in principle however if the application lead to an increase in numbers of pupils then the Parish council has concerns over increased traffic at school opening and closing times. It was suggested that the parent meet and greet area should extended. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2020/1184		
6.1.2	DA/2020/1033 Manor Cottage, 7 Manor Road, Kilsby. Construction of garage/workshop, new access gates and gate pier. Kilsby Parish Council has no objections to this application. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2020/1033		
6.2	Decisions awaited.		
6.2.1	DA/2020/0384 Construction of 5 Dwellings. Land adjacent to 16 Barby Road, Kilsby.		
6.3	Applications Approved by Daventry District Council Planning Department.		
6.3.1	DA/2020/1027 20 Fishers Close. Demolition of garage construction of 2 storey annexe. Approved 18 /1 https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2020/1027		
6.3.2	DA/2020/0972 16 Hall Close. Single storey side extension, demolition of existing porch and construction of a replacement. Approved 12 th Jan 2021. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2020/0972		

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6.3.3	DA/2020/0971 GS Commercials - Illuminated signage. DIRFT. Approved 19 Jan 2021.				
6.3.4	DA/2020/1022 Felling of tree in Conservation Area. Stone Leigh, 1 Middle Street, Kilsby. Approved.				
6.4	Teabag Cottage – Alleged storage of caravans. A planning application is required for Material Change of Use. The resident has been contacted by DDC Enforcement team.				
6.5	Daventry District Council Planning Department has been asked to investigate alleged car repairs at a barn off Kilsby Bridleway.				
7	NEIGHBOURHOOD DEVELOPMENT PLAN REVIEW <i>Please read briefing note supplied by Cllrs Massey and Thompson. (C)</i>				
7.1	<p>1. Discuss and confirm approach to design codes 2. Any additional design code requirements/considerations 3. Identify where the existing plan has been helpful in protecting the village. 4. Identify where the existing plan has not been robust enough to protect the village and/or provide a safe environment.</p> <p>Councillor Massey explained that Kirkwell Consultants had advised that Kilsby NDP should include Design codes. These can be as detailed or as broad as required. KPC has been successful in obtaining technical support, and now need to consider some ideas. The Parish Council wished to preserve the unique character of the village and wish to see design features that remain in keeping with current architecture to allow the character of the village to remain. The CPRE Design Guide seems a good starting point. Cllr Thompson stated that Cildes Croft is separated from the main village by A361 and the road is dangerous; we need to consider how to ensure that the village remains homogenous in future. We need to consider both the strengths and weaknesses of the existing NDP. Prior to the next PC meeting a first draft of the revised NDP will be available which will require Parish Council approval and will be discussed at the next parish council meeting or at an additional meeting. Members of the parish to be encouraged to attend and add their views.</p>				
8	ACCOUNTS				
8.1	Financial Position at 31st January, 2021 £87,988.42 Income received during January 2021 £ 8.75 KK Advertising; £623.00 Litter picking contribution (DDC). Accounts reviewed by Internal Control Cllr Page.				
8.2	To note the Bank Reconciliation to 31st January 2021.				
8.3	It was confirmed that the Parish wish to employ NCALC trained Internal Auditor Gill Wells to deliver the Internal Audit for year ending 31 March 21, and they instructed the clerk to issue a letter of appointment.				
8.4	It was resolved to approve payments as follows:				
	Payee	Chq No.	Details	£	Power to pay
	NEST Pension payments	D/D	Pension contributions for staff	202.01	LGA(1972) s112
	Clerks Salary	BP0667	January 2021	£ 1038.19	LGA(1972) s112
	Locum Clerks Salary	BP0668	January 2021	£ 1273.84	LGA(1972) s112
	Catherine Camp	BP0669	Expenses	36.52	LGA(1972) s111
	DCK Accounting Solns	BP0670	Payroll and pension admin fee	30.00	LGA(1972) s111
	Norse	BP0671	To dig trial holes. Butts Lane	210.00	Open Spaces Act 1906
	E.ON UK plc	BP0672	Qtrly Street Lighting Invoice	334.57	Highways Act1980s96
	Kirkwells Limited	BP0673	NDP Review	2058.00	Localism Act 2011
	Kilsby Village Hall	BP0674	Electrical Installation Defibrillator	24.16	Local Gov Ratings Act
	Krishna Enterprises	BP0675	Printing KK Feb/March 21	406.00	LGA(1972) s142
	Kilsby WI	BP0676	Grant for Sunflower Sculpture	500.00	LGA(1972) s144
9	HIGHWAYS				
9.1	Malt Mill Green Bus Stop - Quotes were considered for work to level the path into the Bus Shelter. It was resolved to appoint Raybell to carry out the works so long as they can start reasonably soon.				
9.2	A complaint had been received regarding Horses being ridden on the pavement and on resident's gardens. A note to be included on Facebook and on the website asking riders to keep horses off the footways. A member of the public warned that residents are very upset about this issue.				
9.3	Nortoft Lane will be closed between the A428 and the railway bridge from 22 nd March until 5 th April 2021, due to installation of an HV cable for DIRFT 2 by Power On Connections.				

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9.4	Briefing on snow clearance. Residents can spread grit on footways, but not on private driveways.	
9.5	Bridge repairs have been delayed due to snow. Onley Lane, Barby Lane and Nortoft lane will be closed for an extended period.	
9.6	A street lighting review to be carried out. All Councillors were asked to check which are dark areas.	
10	ENVIRONMENT	
10.1	Email from a resident with regard to works to Butts Lane.	
10.2	A5 Layby Rubbish – Norse has carried out some rubbish collection. Environmental Health are going to inspect the laybys. Councillor Weston and Gibbs to meet Environmental Health on site to access the area. Cllr Haycock advised that Daventry Norse is responsible for rubbish collection. It was noted that the bins have been removed. The Clerk to chase this up. Cllrs HG and IW to report back	
10.3	Flooding caused by rubbish being emptied into the Wash-pit. The Wash-pit is 700 years old and water to the wash-pit flows under the village from Daventry road. The Landowner has been filling the washpit with rubbish. This will cause flooding. It was resolved that the landowner should be advised that the washpit needs to remain to prevent flooding. Cllr Haycock said there are riparian duties to maintain drainage and NCC Floodpathfinder team will be able to advise on legalities. Clerk to write to the landowner.	
11	COVID -19 www.northamptonshire.gov.u/coronavirus-updates	
11.1	Covid Household Winter Support Scheme Grants are available– poster on village notice board.	
11.2	The Good Neighbour Group have been supporting vulnerable adults within the village. Cllr Barratt contacted the County Safeguarding team who did not get back to her.	
11.3	Event to celebrate the end of Covid epidemic. –Cllr Gibbs reported that a resident is happy to lead on organising an event. It was agreed to discuss this at the next meeting and invite David Head to attend the meeting to hear his ideas for a celebratory event.AGENDA It was noted that 5 July 2021 is going to be designated NHS Frontline Workers Day.	
12	CORRESPONDENCE	
12.1	To note Transfer of Household Waste Recycling Centre Contracts to Urbaser from Amey.	
12.2	Elections – to note that nominations forms to stand for election must by submitted by 4pm 8 th April. The Clerk will ensure that everyone in the parish is aware of how to stand as a Councillor.	
12.3	Village View Point - circulated by email to all Councillors	
12.4	Census 2021 –This is carried out every 10 years, and will take place on Sunday 21 st March. This time it will be completed on line. Parish Councils are asked to advertise the census to get as many people as possible to complete the census online. It is a statutory requirement to complete the census.	
13	POLICING	
13.1	To note the report on the Police and Crime Commissioners Meeting attended by Cllr Thompson. Cllr Thompson reported that there are going to be more policemen and firemen.	
13.2	It was resolved that the Parish are happy for the police to install an ANPR camera near the County boundary.	
13.3	It was noted that Matt Moore has been appointed as Neighbourhood Policing team Sgt at Daventry	
14	TRAINING	
14.1	Community Emergency Plan Workshop – 10am 24 th Feb. £38 No Councillor wished to attend.	
14.2	SLCC Practitioners Conference 23-25 th Feb. Clerk is booked on this course already.	
14.3	Parish Mapping. 25 th March – Clerk to attend this online free of charge course.	
15	ITEMS FOR NEXT AGENDA	
15.1	To report on the Cemetery Administrator role.	
15.2	Update on Urban Meadow	
15.3	Street Lighting review – Councillors were asked to walk around the village	
15.4	Butts Lane Drainage.	

Meeting closed at 21.25

NB: Minutes cannot be construed as the official record of this meeting until approved at the next meeting.

The next full Parish Council meeting will take place on TUESDAY 9th March, 2021 19.30 hrs via Zoom

Signed..... Date21