

# MINUTES OF MEETING of KILSBY PARISH COUNCIL

Parish Council meeting held on TUESDAY 9<sup>th</sup> March, 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, S Stainton, C Thompson, I Weston. District Councillor: Catherine Lomax; Locum Clerk: Catherine Camp. 5 members of the public.

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<b>1</b>	<b>APOLOGIES</b>	
1.1	None - All Councillors were present.	
<b>2</b>	<b>PUBLIC OPEN FORUM SESSION <i>limited to 20 mins.</i></b>	
2.1.1	A resident reported that there is insufficient street lighting on A361 between The Banks and the village entrance to the south. It was noted that NCC are responsible for lighting on this stretch of road and the Parish Council was asked to lobby NCC/WNC to obtain additional street lighting.	
2.1.2	Residents attended the meeting to make Councillors aware of their views on Planning Application DA/2021/0098. These were heard during the planning section of the meeting.	
2.2	<p><b>Report from District Councillor Lomax</b> - Daventry District Council has just over three weeks of remaining life, and business continues as usual. You will not notice much change at first with the transition to the new West Northamptonshire Council (WNC) on 1 April, as many of the same officers will be continuing with their current work. Most of the senior posts in the new authority have now been filled, some from the existing authorities, including the failed NCC, a minority from outside. It seems that there may be Area Planning Committees, based on the existing councils, and these will consult with parish councils as now.</p> <p>West Northamptonshire Shadow Authority held a full meeting (all 128 councillors!) last month. It was not altogether satisfactory, as neither Questions from the public and councillors were given publicly, and nor were the Answers, which made no sense in the context of public participation. The Agenda was very full, and after 3 hours (by 10pm) councillors were leaving the meeting. Eventually there was a vote on whether to continue the meeting, or to reconvene at a future date. It was clear that there was still an amount of business to transact, some of it possibly controversial, (e.g. Members' allowances – considerably larger than those enjoyed by DDC councillors), so the meeting could have lasted some time, or hasty decisions could have been taken without due debate. The vote was to end the session, and it appears that there may well now be an amendment to the constitution, which was an agenda item not reached, to have a cut off point for meetings. The meeting reconvenes this week to deal with the outstanding business.</p> <p>DDC's last formal meeting takes place next week.</p> <p>Cllr Lomax reported that she has written to our MP, forwarding photos of the A5 layby, but his reply indicates that we may have to wait up to 2 weeks for a response.</p>	
2.3	<b>County Councillor Malcolm Longley.</b> No report received.	
2.4	<b>POLICE Matters:</b> <a href="https://www.police.uk/pu/your-area/northamptonshire-police/daventry-rural/?tab=CrimeMap">https://www.police.uk/pu/your-area/northamptonshire-police/daventry-rural/?tab=CrimeMap</a> shows the monthly crimes reported for Jan 2021 – 2 Crimes in Kilsby village (1 x Burglary Spring Close; 1 x Antisocial behaviour Boxwood Drive) + 5 crimes in A5 layby.	
<b>3</b>	<b>DECLARATIONS of INTEREST on the Agenda</b>	
3.1	Declarations of Disclosable Pecuniary or Other Interests – None.	
3.2	No written requests for dispensation of DPI have been received. – None.	
<b>4</b>	<b>MINUTES</b>	
4.1	The Full Council minutes of Tuesday 9 <sup>th</sup> February 2021 were approved and signed as a correct record following alteration to item 13.1 to remove "and firemen".	
<b>5</b>	<b>MATTERS ARISING –for information only.</b>	
5.1	The Locum Clerks progress report was read and noted.	
<b>6</b>	<b>SUMMER FETE/VILLAGE EVENT</b>	
	The Chairman welcomed David Head who outlined suggestions for a Village Event in the summer. It was proposed to hold a village fete and music event on August Bank Holiday Sunday to be located either on The Green, Barby Road; on a field on the outskirts of the village or in the Recreation Ground. Kilsby Parish Council <b>resolved</b> to support a Community event and it was noted that a budget amount of £1000 had been earmarked for a "post-covid Village Event".	

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	It was agreed to include an article in Kilsby Kronickle to invite people to join a committee to make arrangements for a "post-covid Village Community Event. The Clerk to enquire about grant funding.	
7	<b>PLANNING</b>	
7.1	<b>New Applications</b> None <i>-please note that if you click on the blue link it will take you to the plans.</i>	
7.1.1	<b>DA/2021/0087 Construction of an all-weather riding arena and single storey stable block. The Barn (Laithe Stowe), Nortoft Lane, Kilsby.</b> The Parish Council has no objections to this application. <a href="https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2021/0087">https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2021/0087</a>	
7.1.2	<b>DA/2021/0121 Extension to existing front dormer, new windows and front door. 4 Arnills Way.</b> <a href="https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2021/0121">https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2021/0121</a> The Parish Council has no objections to this application.	
7.1.3	<p><b>DA/2021/0098 Construction of detached garage/carport with office/studio above. Chapel Orchard, 2B Daventry Road, Kilsby.</b> <a href="https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2021/0098">https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2021/0098</a></p> <p>Neighbouring residents shared their concerns with regard to this application and pointed out that there were a number of inaccuracies within the plan. Cllr Margetts agreed to visit the neighbouring site to gain a clear understanding of the concerns raised.</p> <p>Kilsby Parish Council OBJECT to this planning application on the following grounds:-</p> <ul style="list-style-type: none"> <li>• This application sits adjacent to Kilsby's Conservation Area and would be visible on entry to the village from A361, a former turnpike road to Daventry and a major historic entry to Kilsby.</li> <li>• The site has shared boundaries with Kilsby United Reformed Church and Forge House which are both Grade II listed. This application sits on slightly higher ground to the south of Kilsby URC church, and will have an overbearing aspect and adversely affect the setting of the historic environment which also includes White House, Chapel Street which is also Grade II listed.</li> <li>• The application site already has an extra two buildings within its curtilage which are not shown on the application so this development is considered to be overdevelopment.</li> <li>• Due to the height, size and location of the proposed home office/studio the amenity of neighbouring properties will be compromised and privacy lost since the bungalow to the west sits on lower ground and will be directly overlooked from the skylights in the rear of the home office/studio and from the external staircase. Since the building will be used as an office it could be in use daily for +8 hours giving little or no respite or privacy to neighbours.</li> </ul> <p>Based on these considerations this is considered to be contrary to policies ENV7 of Daventry District Settlements and Countryside Local Plan and policies K3 and K6 of Kilsby Neighbourhood Development Plan.</p> <p>To access the site the drive crosses the pedestrian footway on Daventry road. In addition the site is in very close proximity to neighbouring properties. This needs to be considered should any building works be permitted.</p>	
7.2	<b>Decisions awaited.</b>	
7.2.1	<b>DA/2020/1184 Kilsby CE Primary School.</b> Extension to provide 3 new classrooms. <a href="https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2020/1184">https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2020/1184</a> It was reported that this application has now been amended to provide 2 new classrooms.	
7.2.2	<b>DA/2020/1033 Manor Cottage, 7 Manor Road, Kilsby.</b> Construction of garage/workshop, new access gates and gate pier. <a href="https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2020/1033">https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2020/1033</a>	
7.2.3	<b>DA/2020/0384</b> Construction of 5 Dwellings. Land adjacent to 16 Barby Road, Kilsby.	
7.3	<p>Update on possible breaches of planning off Bridleway EW12 –</p> <ol style="list-style-type: none"> <li>a) Caravan Storage – the owner has engaged with an agent and a pre-application enquiry is being considered which may be followed by a planning application.</li> <li>b) Alleged Car Repairs in a barn off EW12 – DDC Planning investigator has carried out a site visit and had further dialogue with the owner. This is now being considered as to any potential planning implications. This site has also been visited by DDC Environmental Protection Officer who states that if work is carried out inside a building it is unlikely to be causing contamination.</li> <li>c) Reports of dog walkers being threatened were noted. This has been reported to the PCSO.</li> </ol> <p>It was <b>resolved</b> to write to the Planning Department for an update, and people were asked to keep records of any inappropriate behaviours or excess vehicle movements and inform DDC.</p>	

<b>7.4</b>	<b>Applications Approved by Daventry District Council Planning Department.</b> – No new approvals.				
<b>7.5</b>	It was noted that Communities and Local Government (MHCLG) is consulting on proposals to create a new <b>Office for Place</b> which would involve each local planning authority (ie WNC) drawing up its own design code in consultation with local people that developers would have to adhere to. This would involve some changes to the National Planning Policy Framework. The details can be seen on the link. Consultation closes 27 <sup>th</sup> March. <a href="https://www.gov.uk/government/consultations/national-planning-policy-framework-and-national-model-design-code-consultation-proposals">https://www.gov.uk/government/consultations/national-planning-policy-framework-and-national-model-design-code-consultation-proposals</a>				
<b>8</b>	<b>HOUSING NEEDS SURVEY v2</b>				
8.1	The Council expressed regret that the Housing Needs Survey had been based on a limited response from the residents but understand that this is in line with the response rate usually experienced. It was <b>resolved</b> to accept and approve Kilsby Housing Needs Survey v2				
<b>9</b>	<b>NEIGHBOURHOOD DEVELOPMENT PLAN REVIEW</b>				
9.1	This item will be discussed in detail at a meeting to be held on Tuesday 16 March at 07.30 via zoom. Meeting ID: 844 0400 9612 Passcode: 169740 Kilsby Parish Council needs to confirm that they are in agreement with policies contained with the NDP Cllrs Massey and Thompson have met with a specialist to discuss Design codes. KPC needs to be clear what they want Design codes to do to ensure street scene and layout of infrastructure enhances the village rather than detracts from it. The advice provided is that a general design code will be most appropriate.				
<b>10</b>	<b>ACCOUNTS</b>				
10.1	Financial Position at 28 <sup>th</sup> February, 2021 £82,133.88 Income received during February 2021 £ 8.75 KK Advertising; £198.75; Memorial Fee, £60.00; Accounts reviewed by Internal Control Cllr Page.				
10.2	The Bank Reconciliation to 28 <sup>th</sup> February 2021 was noted.				
10.3	It was <b>resolved</b> to accept the review of the Effectiveness of the Internal Audit carried out by Cllr Gibbs.				
10.4	It was <b>resolved</b> to approve payments as follows:				
	<b>Payee</b>	<b>Chq No.</b>	<b>Details</b>	<b>£</b>	<b>Power to pay</b>
	NEST Pension payments	D/D	Pension contributions for staff	173.28	LGA(1972) s112
	Clerks Salary	BP0677	February 2021	£ 768.75	LGA(1972) s112
	Locum Clerks Salary	BP0678	February 2021	£ 1214.04	LGA(1972) s112
	Catherine Camp	BP0679	Expenses	38.44	LGA(1972) s111
	DCK Accounting Solns	BP0680	Payroll and pension admin fee	30.00	LGA(1972) s111
	Shelley Signs	BP0681	History Boards + Installation	8016.00	Open Spaces Act 1906
	CPRE	BP0682	Annual Membership	36.00	LGA(1972) s143
<b>11</b>	<b>HERITAGE HISTORY BOARDS</b>				
11.1	It was noted that 9 x Heritage History boards have been installed on 2th February 2021. All Councillors are really impressed by them. It was <b>resolved</b> to send a letter of thanks to Jenny Fisher and her team.				
11.2	It was noted that £1250 from s106 funding has been requested from DDC towards costs of the project.				
11.3	The project was funded by a Heritage Lottery Grant of £7500.00. Completion and Evaluation reports will be submitted by the Locum Clerk to fulfil the requirements of the grant.				
11.4	It was <b>resolved</b> to issue the press release and publish an article on the Heritage Boards in KK Cllr Nicholls to co-ordinate a date for a launch event. A plan of action to be agreed in April. AGENDA				
<b>12</b>	<b>ENVIRONMENT</b>				
12.1	A5 Layby Rubbish – to note that Norse is responsible for litter collection which is an on-going problem. District Councillor Lomax has written to MP Chris Heaton-Harris since he is the Transport Minister to ask for action from Network Rail to clear up the litter on their side of the fence and help prevent it accumulating. Closure of the layby will not be considered by Highways England. It was noted that the open manhole should be reported to Highways England. Clerk to action.				
12.2	Flooding caused by rubbish being emptied into the Washpit. – The end bungalow on Main Road has been experiencing a flooding issue this year. This to be referred to the Internal Drainage Board. The Clerk was asked to pursue this further and report back. AGENDA				
12.3	Air Quality Monitor –It was <b>resolved</b> to support a bid by Braunston for an Air Quality Monitor which Kilsby would be able to borrow free of charge when required. Cllr Massey agreed to take responsibility for the Monitor whenever the Parish wish to borrow it. Clerk to inform Braunston.				

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<b>13</b>	<b>HIGHWAYS</b>	
13.1	<b>STREET LIGHTING</b> – The Clerk was asked to contact NCC/WNC to request additional street lighting on A361. Councillors discussed areas of the village which could benefit from additional street lighting. A working party consisting of Councillors Page, Nicholls and Haycock agreed to work with the Clerk to bring a proposal to the Council. <span style="float: right;">AGENDA</span>	
13.2	<b>BUTTS LANE</b> – To note that 6 suppliers have been asked to quote to carry out drainage works. Three responses had been received. It was <b>resolved</b> to employ Norse to carry out the works at a cost of £5350	
13.3	EW12 Bridleway surface – NCC are not prepared to fill in potholes as it has an adequate surface for use as a bridleway. Vehicle users need to repair the potholes themselves as they are using EW12 for access.	
13.4	It was <b>resolved</b> to include the full verge length in front of 20,22, 24 Main Road on the Mowing contract	
13.5	Notification of Waterproofing works to north bridge M1 J20. Night working and w/e closure 16/4 -21/5	
<b>14</b>	<b>CORRESPONDENCE</b>	
14.1	NALC Star Council Awards – Noted. Entrants have until 25 May 2021 to submit their entries	
14.2	CPRE Outlook Magazine	
14.3	LCR Local Council Review – NALC magazine	
14.4	<b>ELECTION on 6<sup>th</sup> MAY</b> All Councillors need to complete nomination papers and hand deliver them to DDC by 4pm on Thurs 8 <sup>th</sup> April if they are intending to stand as a Councillor for the next term. The May Parish Council Meeting will be held on 18 <sup>th</sup> May to allow sufficient time for newly elected Councillors to be summoned this will be the AGM where the Chairman will be appointed for the year.	
<b>15</b>	<b>CEMETERY ADMINISTRATOR</b>	
15.1	To note that following interview, Phil Martin has been appointed as Cemetery Administrator.	
15.2	It was agreed to book training with the Institute of Cemetery and Crematorium Management on Tues 6 July 0930-1230 and Wed 7 July 0930-1230 for the Cemetery Administrator at a cost of £80.00	
<b>16</b>	<b>OPERATION FORTH ROAD BRIDGE</b>	
16.1	It was agreed that a message of condolence to be included in KK and on the website at the time the event occurs.	
<b>17</b>	<b>POLICING</b>	
17.1	To note the report on the Police and Crime Commissioners Meeting attended by Cllr Thompson. Cllr Thompson said Neighbourhood Police Officers will be increased from 50 to 100 within Northants. funded through Council tax. It was noted that the Area Commander is Kev Mulligan.	
<b>18</b>	<b>ANNUAL PARISH MEETING</b>	
	It was agreed to hold the Annual Parish Meeting on Tuesday 27 <sup>th</sup> April at 7.30pm via Zoom. This is not a Parish Council meeting but a meeting of the parish which is chaired by the Parish Council Chairman but can be used as an opportunity to update residents on the work of the council and encourage any other organisations to promote themselves should they so wish.	
<b>19</b>	<b>TRAINING</b>	
19.1	Good Neighbours Scheme March 30 <sup>th</sup> 2021 – 10.30am Zoom ID 851 5114 7849 Any resident is welcome to attend should they so wish.	
19.2	Planning Nuts & Bolts 28 <sup>th</sup> June 18.30-20.30 online – Cllr Margetts wished to attend. Clerk to book.	
19.3	Parish Mapping. 25 <sup>th</sup> March – Clerk to attend this online free of charge course.	
<b>20</b>	<b>ITEMS FOR NEXT AGENDA</b>	

Meeting closed at 22.00

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 13<sup>th</sup> April, 2021 19.30 hrs via Zoom**

Signed..... Date .....21