

MINUTES OF MEETING of KILSBY PARISH COUNCIL

Parish Council meeting held on TUESDAY 13th July, 2021 at 7.30pm in Kilsby Village Hall, Rugby Road, Kilsby.

PRESENT: Councillors H Gibbs (Chairman), W Bridges, B Gent, C Haycock, M Margetts, R Nicholls, C Thompson, I Weston. West Northants Councillor Rosie Humphreys.

Locum Clerk: Catherine Camp. 0 members of the public.

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1	APOLOGIES		
1.1	Councillor A McVicker (Self isolating due to Covid-19); Cllr I Massey;	Apologies were accepted.	
1.2	West Northamptonshire Councillor Chantler sent apologies.		
2	PUBLIC OPEN FORUM SESSION <i>limited to 20 mins.</i>		
2.1.1	No members of the public were present.		
2.2	Report from West Northamptonshire Councillors - Written reports were received from West Northamptonshire Councillor Rosie Humphreys, Malcolm Longley and Alan Chantler. See Appendix Councillor Humphreys outlined the contents of her report and answered questions.		
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	CO-OPTION TO FILL COUNCILOR VACANCIES		
4.1	There had been no expressions of interest in becoming a Councillor from members of the parish. Councillors were asked to encourage villagers to consider the role.		
5	MINUTES		
5.1	It was resolved to approve and sign the Minutes of 15 th June 21 as a true record.		
6	MATTERS ARISING – <i>for information only.</i>		
6.1	Councillor Nicholls reported that the launch event of the Heritage Notice boards and associated quiz had been well attended. He agreed to write a report for Kilsby Kronicle to include the quiz results. The Clerk reported that all remaining unspent grant funding had been returned to the Heritage Lottery Fund and the conclusion report had been completed. The village was commended for this and the yarn bombing.		
6.2	It was noted that an order has been placed for 3 additional street lights to be installed on A361. An installation date is awaited.		
6.3	It was noted that Councillor Margetts attended “Planning Nuts & Bolts” training on 28 th June.		
6.4	It was noted that the Clerk has requested feedback on listing “The George” as Asset of Community Value. This was submitted for listing in February. A response is awaited. Cllr Bridges advised that there is stricter planning conditions applied to any change of use of a building that is listed as an Asset of Community Value.		
7	POLICE MATTERS		
7.1	POLICE Matters: https://www.police.uk/pu/your-area/northamptonshire-police/daventry-rural/?tab=CrimeMap shows the monthly crimes reported for MAY 2021 –6Crimes in Kilsby village + 1 crime in A5 layby . Cllr Thompson agreed to provide more up to date information on local crime via the NHW system.		
7.2	A report was received from the Police Liaison Representative – Councillor Clive Thompson. Appendix.		
8	PLANNING		
8.1	New Applications –		
8.1.1	WND/2021/0187 20 Hall Close, Kilsby. Two storey rear extension. Kilsby PC had no objections. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0187		
8.1.2	WND/2021/0084 The Elms 9, Middle Street, Kilsby. New dormer windows, porch and glazed screen to enclose covered area at rear. . Kilsby Parish Council had no objections. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0084		
8.1.3	WND/2021/0085 The Elms 9, Middle Street, Kilsby. Listed Building Consent for insertion of staircase, floor, dormer windows and bathrooms into roof space. New porch and glazed screen to enclose covered area at rear. . Kilsby Parish Council had no objections. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0085		

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8.1.4	WND/2021/0197 Mansfield Cottage 17, Watling Street, Kilsby. Listed Building consent for replacement cement pointing to south facing gable end and east-facing street side elevations with traditional lime mortar. . Kilsby Parish Council had no objections. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0197			
8.1.5	WND/2021/0142 The Hollies 11, Main Road, Kilsby. Listed Building Consent for renovation of outbuildings to form multi-purpose use ancillary to the main house. Kilsby PC had no objections. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0142			
8.2	Applications Approved by West Northants Council – Daventry Area Planning Department.			
8.2.1	DA/2021/0032 Bramble House, 7 Ashby Road, Kilsby. Construction of pitch on existing front dormer.			
8.3	Decisions Awaited			
8.3.1	WND/2021/0147 Change of use of agricultural storage compound to storage of holiday caravans. Land opposite Teabag Cottage, Watling Street, Kilsby.			
8.3.2	DA/2021/0098 Chapel Barn 2B Daventry Road (Amended) Construction of detached garage/carport with office/studio above. Chapel Orchard, 2B Daventry Rd.			
8.3.3	WND/2021/0194 19 Manor Road Single storey front, side and rear extensions (revised scheme).			
8.3.4	DA/2021/0038 10 Ashby Road. Demolition of 1.5 storey house and construction of 2 storey house.			
8.3.5	DA/2020/0384 Construction of 5 Dwellings. Land adjacent to 16 Barby Road, Kilsby.			
9	NEIGHBOURHOOD PLAN REVIEW			
9.1	Councillor Thompson provided an update on the Neighbourhood Plan Review <i>Appendix (E)</i> The statutory process of consultation is about to commence as the Final v7 draft of the plan has been received along with Design codes. It is intended to publish details of the public consultation in OCT/NOV Kilsby Kronickle. The Locum Clerk was asked to carry out the additional administrative work involved. It was agreed that she would keep a time sheet and be paid for any resulting overtime. Cost of additional administration can be met from the Locality grant along with consultants fees.			
10	ACCOUNTS			
10.1	Financial Position at 30 th June, 2021 £ 84,243.73 Income received during June 2021 £ 43.75 KK Advertising; Accounts to be reviewed by Internal Control Cllr Ian Massey on return from holiday.			
10.2	The Bank Reconciliation to 30 th June 21 was approved. <i>Appendix (D)</i>			
10.3	It was resolved to approve payments as follows:			
Payee	Chq No.	Details	£	Power to pay
NEST Pension payments	D/D	Pension contributions for staff	174.86	LGA(1972) s112
Clerks Salary	BP0714	June 2021 SMP	729.46	LGA(1972) s112
Locum Clerks Salary	BP0715	June 2021	1211.84	LGA(1972) s112
Catherine Camp	BP0716	Expenses	37.89	LGA(1972) s111
DCK Accounting Solutions	BP0717	Payroll and pension admin fee	30.00	LGA(1972) s111
Mediashak Ltd	BP0718	Repairs to computer	49.00	LGA(1972) s111
Norse	BP0719	Mowing June 21 Inv 324	1652.21	HA 1980 s96;OSA1906
NCALC	BP0720	Planning Nuts & Bolts Training	38.00	LGA(1972) s111
S Phil Martin	BP0721	Cemetery Administration Gratuity	150.00	LGA(1972) s112
Anglian Water Business	BP0722	Cemetery Standpipe Water	13.48	Cemeterys Act 1977
Unity Trust Bank	BP0723	Service Charge	18.00	LGA(1972) s111
11	KILSBY SUMMER FETE			
11.1	It was noted that a Grantscape grant of £1000 has been awarded towards funding Summer Fete.			
11.2	Kilsby Summer Fete committee have provided a detailed costing sheet, and are advising the Clerk of the invoices that they will receive, which are required by Grantscape in order to release the grant funding.			
12	HIGHWAYS/ENVIRONMENT			
12.1	BUTTS LANE It was resolved to approve a 15m extension to the path at a cost of £1950.			
12.2	A361 Traffic Safety issues. Speed signs. Since Steve Barber is not available, there has been no update on the speed signs. The Clerk was asked to contact Helen Howard to move this matter forward.			
12.3	To consider arranging an inspection of the Fir Tree at the bottom of Essen Lane. The Clerk was advised that a tree survey had been carried out. This to be referred to and ownership of the tree ascertained.			
12.5	Helen Howard, Northants Highways to be invited to advise on a possible one way system along Manor Road past the Primary School to try to reduce congestion; Alteration of 40mph signs on A361 to			

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	30mph; Advice on providing residential parking on Watling street. Clerk to arrange a meeting with Ms Howard, Councillors Weston and Gibbs.	
12.5	DIRFT Liaison Meeting Minutes were forwarded to all Councillors.	
13	CORRESPONDENCE	
13.1	Areas of Responsibility – Youth Liaison; Village Hall Representative; Street Lighting were allocated to Councillors Haycock, Weston and Gibbs respectively. The list to be published in Kilsby Kronickle.	
13.2	Councillor Haycock agreed to talk to Sarah Stainton with regard to any potential youth requirements.	
14	TRAINING	
14.1	"Off to a Flying Start" online training for New Councillors. 9 Sept 21 18:30: Councillor Bridges booked.	
15	STAFFING MATTERS	
15.1	Confidential Staffing Matters were discussed in closed session.	
16	ITEMS FOR NEXT AGENDA	
	Neighbourhood Development Plan Review – finalisation prior to statutory consultation period.	
	<p>To consider any projects which might be beneficial to the village.</p> <p style="padding-left: 20px;">i) To consider dissolution of the Edith Cowley trust to allow the Parish Council to manage the Recreation Ground rather than all Councillors being trustees with separate management arrangements. This needs permission from the Charity commission to reverse.</p> <p style="padding-left: 20px;">ii) Cemetery</p> <p>The Chairman asked all Councillors to pass on suggestions to him or the Clerk for inclusion in budgeting process.</p>	

Meeting closed at 21.45

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

The next meeting of the Parish Council will take place on TUESDAY 10th AUG 2021 at 7.30pm in Kilsby Village Main Hall.

Signed..... Date21