

MINUTES OF MEETING of KILSBY PARISH COUNCIL

Parish Council meeting held on TUESDAY 10th August, 2021 at 7.30pm
in Kilsby Village Hall, Rugby Road, Kilsby.

PRESENT: Councillors H Gibbs (Chairman), W Bridges, C Haycock, M Margetts, Cllr I Massey, A McVicker, R Nicholls, C Thompson. West Northants Councillors Rosie Humphreys, Alan Chantler.
Locum Clerk: Catherine Camp. 3 members of the public.

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1	APOLOGIES		
1.1	Councillor B Gent (Family illness); Cllr I Weston (ill)	Apologies were accepted.	
2	PUBLIC OPEN FORUM SESSION <i>limited to 20 mins.</i>		
2.1.1	Concern was raised that Essen Lane requires better signage to prevent vehicles going the wrong way down the one way road. The Council asked the Clerk to action this with highways.		
2.1.2	The Douglas Fir at the bottom of Essen Lane, subject to TPO is stressed and requires a survey. The Clerk reported that Michael Venton the Landscape Planning Officer had been informed.		
2.1.3	Relocation of Dog Bin from Main Road to Essen Lane is causing concern as the proposed area is where children regularly play.		
2.1.4	Concern was raised over HGVs parking overnight in the Cemetery layby and leaving refrigeration units on which is disturbing residents in properties in the area. This to be raised with Environmental Health. The layby was extended in 1990s meaning that it can now fit an HGV. The Clerk was asked to raise this issue with Highways England. Cllr Humphries also agreed to raise the matter with Highways England.		
2.2	<p>Report from West Northamptonshire Councillors – A written report was received from West Northamptonshire Councillor Rosie Humphreys. Councillor Humphreys outlined the contents of her report and answered questions.</p> <p>Councillor Alan Chantler introduced himself. He reported that Highways England will not close laybys on A5 or restrict their use, although they may allow other bodies to provide litter bins and signage. He reported that there is a very long term plan to detrunk the A5 between Junction 11 and 18. It was reported that there are some reorganisations happening in terms of dealing with Neighbourhood Development plans to harmonise the systems used by all parts of West Northamptonshire. The Clerk asked if Daventrys Planning Portal could be brought in line with others so that it is more transparent.</p> <p><i>Councillor Chantler left the meeting at 20.02</i></p>		
3	DECLARATIONS of INTEREST on the Agenda		
3.1	Declarations of Disclosable Pecuniary or Other Interests – Cllr McVickers and Massey highlighted that they live close to the Dog Bin and Fir Tree in Essen Lane under other interests.		
3.2	No written requests for dispensation of DPI have been received. – None.		
4	MINUTES		
4.1	It was resolved to approve and sign the Minutes of 13 th July 21 as a true record.		
5	MATTERS ARISING –for information only.		
5.1	None		
6	POLICE MATTERS		
6.1	<p>POLICE Matters: https://www.police.uk/pu/your-area/northamptonshire-police/daventry-rural/?tab=CrimeMap shows the monthly crimes reported for JUNE 2021 –2 Crimes in Kilsby village + 1 Drugs crime in A5 layby. The figures were noted.</p>		
7	PLANNING		
7.1	New Applications –		
7.1.1	<p>DA/2021/0098 Chapel Barn 2B Daventry Road (Amended) Construction of detached garage/carport with office/studio above. Chapel Orchard, 2B Daventry Rd. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=DA/2021/0098 Kilsby Parish Council note that the applicant has taken some steps to address local concerns however they still wish to OBJECT as their material concerns still stand as the detached garage is still a significant structure.</p>		
7.1.2	<p>DA/2021/0315 Ashcroft 8, Manor Road, Kilsby. Construction of a single storey front extension. The Parish Council has no objections.</p>		

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7.1.3	WND/2021/0339 Laurelcroft 1, North Street Single storey rear extension and internal alterations to form garden room and shower room. The Parish Council has no objections. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0339			
7.2	Applications Approved by West Northants Council – Daventry Area Planning Department.			
7.2.1	WND/2021/0147 Change of use of agricultural storage compound to storage of holiday caravans. Land opposite Teabag Cottage, Watling Street, Kilsby. APPROVED 13/07/21.			
7.2.2	DA/2021/0338 10 Ashby Road. Demolition of 1.5 storey house and construction of 2 storey house. APPROVED 08.07.21.			
7.2.3	WND/2021/0187 20 Hall Close, Kilsby. Two storey rear extension. APPROVED 30.07.21 https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0187			
7.3	Decisions Awaited			
7.3.1	WND/2021/0084 The Elms 9, Middle Street, Kilsby. New dormer windows, porch and glazed screen to enclose covered area at rear. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0084			
7.3.2	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. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0085			
7.3.3	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. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0197			
7.3.4	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. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0142			
7.3.5	WND/2021/0194 19 Manor Road Single storey front, side and rear extensions (revised scheme).			
7.3.6	DA/2020/0384 Construction of 5 Dwellings. Land adjacent to 16 Barby Road, Kilsby.			
8	NEIGHBOURHOOD PLAN REVIEW			
8.1	It was resolved to approve the revised Neighbourhood Development Plan for Kilsby subject to correct of a number of typos. It was also agreed to remove the statement that Kilsby has an aging population.			
8.2	It was resolved to approve submission of revised NDP to West Northants Council for technical review and then the formal consultation process from 1 October to 15 th November 2021.			
8.3	It was resolved to approve the Design codes.			
8.4	It was noted that an Annual Review of the Neighbourhood Development plan needs to be carried out.			
9	ACCOUNTS			
9.1	Financial Position at 31st July, 2021 £ 78,810.32 Income received and banked during July 2021 £0; Accounts for both July and August have been reviewed and invoices checked by Internal Control Cllr Ian Massey who confirmed that all was in order.			
9.2	The Bank Reconciliation to 31st July 21 was noted and approved.			
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	121.67	LGA(1972) s112
Groundworks UK	BP0724	Repayment of NDP Grant for 20/21	1225.00	
Locum Clerks Salary	BP0725	July 2021	1211.84	LGA(1972) s112
Catherine Camp	BP0726	Expenses	114.37	LGA(1972) s111
DCK Accounting Solns	BP0727	Payroll and pension admin fee	30.00	LGA(1972) s111
Norse	BP0728	Mowing July 21 Inv 347	1652.21	HA 1980 s96;OSA1906
NCALC Inv 1438	BP0729	Off to a Flying Start AMcVicker	44.00	LGA(1972) s111
NCALC Inv 1387	BP0730	Cemetery Training – Phil Martin	80.00	LGA(1972) s111
S Phil Martin	BP0731	Cemetery Administration Gratuity	100.00	LGA(1972) s112
Krishna Enterprises	BP0732	Kilsby Kronickle Aug/Sept 32p colour	952.00	LGA(1972) s142
Vision ICT	BP0733	Website and email hosting	434.40	LGA(1972) s111
E.ON UK plc	BP0734	Quarterly Street Lighting to 30/6/21	330.94	HA 1980 s301
E.ON	BP0735	New Street Light Daventry Road.	312.00	HA 1980 s301
West Northants Council	BP0736	Non contested Election costs May 21	90.00	

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10	KILSBY SUMMER FETE Sunday 29th August 21	
10.1	Councillor Margetts confirmed that he holds a key to the bollards preventing vehicle access to the Recreation ground and that he will liaise with the Fete committee to allow access when required.	
10.2	The Clerk advised that she will request that the grass is mowed during the week prior to the fete.	
10.3	Although Councillor Weston agreed to be the Parish liaison representative on the Fete Committee he had been given less than 24hrs notice of meetings so had been unable to attend.	
10.4	The Clerk reported that she had requested invoices to allow her to claim the Grantscape £1000 grant. She is still awaiting sufficient invoices. If these are not forthcoming, the PC will not be able to draw down the grant.	
10.5	The Clerk was asked to request a full account of income and expenditure from the fete committee in due course.	
10.6	There was concern raised that people had been expected to sell raffle tickets in advance of the fete without being asked which has upset a number of residents. The Parish Council also asked the Clerk to remind the fete committee that they wished to have input into the charities that would benefit from the fete.	
11	HIGHWAYS/ENVIRONMENT	
11.1	<p>The Chairman gave a report on a Meeting with Northants Highways re Parking on Watling Street / One way system Manor Road / Essen Lane Douglas Fir Tree.</p> <p>Parking – concern from residents that Watling street would be used for overnight HGV parking was considered and yellow lines will remain, however the issue of parking for residents of George Row still needs further investigation. It was suggested that the Security firm who closed the George car park could be contacted again to see if it is possible to partially open it.</p> <p>Manor Road – To put a permanent one way system in place in Manor Road would require consultation with all residents living in Manor Road and Smarts Estate and unanimous agreement to the proposal. This was considered unachievable.</p> <p>The School to be asked to reiterate the unofficial one-way system and Road Safety Heros to work with Year 6s to train them to be Road Safety Officers.</p> <p>The Fire Service is also going to be asked to send out a fire engine to check it can get through at school times.</p> <p>Fir Tree – this is not on highway land. The owner of the land to be written to, although it is thought that it may well now be in the hands of the bank or receivers following bankruptcy of the building firm.</p> <p>The Clerk to obtain a quote for its removal. It was noted that it will require Planning consent for removal as it is subject to a TPO but this is free of charge.</p>	
11.2	Request to relocate Dog Poo Bin from Main Road to Essen Lane in front of Douglas Fir, as it is smelling and affecting the adjacent house. The Councillors had sympathy for the householder living adjacent to the bin but no workable alternative site could be identified. The Clerk to investigate an upgraded bin which is air-tight to contain any unpleasant odours.	
11.3	Parking in Cemetery layby to be referred as an issue to Highways England and Environmental Health. It was resolved to purchase signs to help prevent inappropriate use of bins at cemetery.	
11.4	It was reported that bushes and brambles are growing out over the pavement on “The Banks”. The Clerk was asked to send letters to homeowners asking for them to trim the vegetation back.	
11.5	Weeds on path between Hall Close and Church Walk. – The Clerk to arrange for these to be sprayed.	
12	STAFFING MATTERS	
12.1	Confidential Staffing Matters were discussed in closed session.	
13	ITEMS FOR NEXT AGENDA	
13.1	Urban Meadow	
13.2	Recreation Ground – Football nets need replacement. The Clerk suggested that the Parish Council discuss dissolution of the Charity and take over responsibility for the Recreation ground.	
13.3	WEBSITE	

Meeting closed at 21.35

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 7th SEPT 2021 at 7.30pm in Kilsby Village Main Hall.

Signed..... Date21