

# MINUTES OF MEETING of KILSBY PARISH COUNCIL

Parish Council meeting held on TUESDAY 12<sup>th</sup> October, 2021 at 7.30pm  
in Kilsby Village Hall, Rugby Road, Kilsby.

PRESENT: Councillors H Gibbs (Chairman), W Bridges, B Gent, C Haycock, M Margetts, Cllr I Massey, Cllr R Nicholls, Cllr C Thompson, Cllr I Weston Cllr A McVicker.  
Locum Clerk: Catherine Camp. 0 members of the public.

		Page 337	<u>ACTION</u>
<b>1</b>	<b>APOLOGIES</b>		
1.1	All Councillors were present. Apologies were received from West Northants Cllr Rosie Humphreys.		
<b>2</b>	<b>PUBLIC OPEN FORUM SESSION <i>limited to 20 mins.</i></b>		
2.1.1	There were no matters raised by members of the public.		
2.2	<b>Report from West Northamptonshire Councillors</b> – A written report was received from West Northamptonshire Councillor Rosie Humphreys and circulated to all Councillors.		
<b>3</b>	<b>DECLARATIONS of INTEREST on the Agenda</b>		
3.1	Declarations of Disclosable Pecuniary or Other Interests. – Councillor Haycock declared an interest in item 13.1.		
3.2	No written requests for dispensation of DPI have been received. – None received.		
<b>4</b>	<b>CO-OPTION TO FILL COUNCILLOR VACANCY</b>		
4.1	One remaining seat remains vacant on the parish council. No one has put their name forward.		
<b>5</b>	<b>MINUTES</b>		
5.1	It was <b>resolved</b> to approve and sign the Minutes of 7 <sup>th</sup> September 21 as a true record with alteration to item 2.1.2 to read more accurately.		
<b>6</b>	<b>MATTERS ARISING –for information only.</b>		
6.1	Registration of “The George” as an Asset of Community Value. – The clerk has resubmitted the application.		
6.2	Re-enactment of Kilsby Skirmish – Councillor Gibbs gave an update on progress and reported that there is a group of people in the village who are keen to organise the event. Cllr Gibbs has contacted “Sealed Knott” and is awaiting costs. The Clerk was asked to liaise with the PCSO to discuss possible road closures to allow the event to take place. <span style="float: right;"><b>Clerk / HG</b></span>		
6.3	To note that 200 crocus and 200 daffodil bulbs have been purchased for planting on Devon Ox Green. Cllr Weston to arrange planning in late October with the help of the Brownies and adult volunteers. <span style="float: right;"><b>IW</b></span>		
6.4	A village fete is planned for early summer 2022. Councillor Thompson agreed to invite a member of the fete committee to address the Council to update them on the plans. <span style="float: right;"><b>CT</b></span>		
<b>7</b>	<b>POLICE MATTERS</b>		
7.1	<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 AUG 2021 –4 Crimes in Kilsby village. Councillor Thompson suggested that since the above link is always 2 months out of date it would be more meaningful to rely on Neighbourhood Watch crime data. He reported the theft of a Catalytic Convertor last month and no crimes this month.		
7.2	A report was received from the Police Liaison Representative – Councillor C Thompson Northamptonshire are adopting “Place based Policing” so that if you are subject to a crime you will know who is following up the crime. Beat Buses will make regular stops in rural areas and will attend community events. Cllr Thompson agreed to request attendance of the Beat Bus at local events. <b>CT</b>		
<b>8</b>	<b>PLANNING</b>		
8.1	<b>New Applications –</b>		
8.1.1	<b>WND/2021/0549 29, Hall Close, Kilsby.</b> Demolition of conservatory and construction of single storey rear extension and construction of first floor extension over existing kitchen. <a href="https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0549">https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0549</a> Kilsby Parish Council had no objections to the application.		
	<b>Decisions awaited -</b>		
8.2.1	WND/2021/0459 Withcroft House 11, Daventry Road, Kilsby. Demolition of existing conservatory. Construction of single storey side extension and single storey rear extension to kitchen.		
8.2.2	DA/2020/0384 Construction of 5 Dwellings. Land adjacent to 16 Barby Road, Kilsby.		

<b>8.3</b>	<b>Applications Approved by West Northants Council -Daventry Area Planning Department.</b>			
8.3.1	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. APPROVED 20/09/21			
8.3.2	DA/2021/0315 Ashcroft 8, Manor Road, Kilsby. Construction of single storey front extension. 7/9/21			
<b>8.4</b>	<b>Other Planning Matters</b>			
8.4.1	<b>Richborough proposal for 42 dwellings off Barby Road.</b> To note that a zoom meeting had been held on 9 <sup>th</sup> Sept with the developers to allow them to explain why they feel that Kilsby is a good site for their development plans. A planning application is awaited.			
8.4.2	<b>Barby Sporting Club</b> Proposed plans to expand Barby Sporting club. Planning application is awaited.			
8.4.3	West Northamptonshire Council is preparing a new Strategic Plan for the area. This will review and replace strategic policies in the existing West Northamptonshire Joint Core Strategy and will cover the period up to 2050. Online briefing sessions will be held <b>Wed 13 October 6pm</b> to register please visit : <a href="https://www.eventbrite.co.uk/e/183290726497">https://www.eventbrite.co.uk/e/183290726497</a> <b>Fri 15 October 2pm</b> : to register please visit: <a href="https://www.eventbrite.co.uk/e/184559050087">https://www.eventbrite.co.uk/e/184559050087</a> Councillors Bridges and Margetts to attend the online briefing sessions.			
8.4.4	The Clerk reported that plans that the Parish Council wish to be considered by the Planning Committee need to be put forward by the Unitary Authority Councillor within 25 days of registration of the application. This means that any slightly controversial application will need to be considered by the council within the 21 day consultation period and referred directly to the WNC Councillor or it will not be heard by the planning committee.			
<b>9</b>	<b>NEIGHBOURHOOD PLAN REVIEW</b>			
9.1	The Neighbourhood Plan Review Document and Design codes has been submitted to West Northants Council for formal review. Consultation runs until 15 <sup>th</sup> November. A public consultation event will be held on 16 Oct in Kilsby Village Hall from 10am – 12 noon. Evidence is being collated that a full consultation process has taken place.			
9.2	A public 'drop-in' event as part of the Regulation 14 consultation process will take place from 10am to midday at the village hall on Sat 16 October so that people can ask questions and view documents. This will be attended by Louise Kirkup from Kirkwells Planning Consultants. The Chairman thanks Councillors Massey and Thompson for all their work on the NDP review.			
<b>10</b>	<b>ACCOUNTS</b>			
10.1	Financial Position at 30th September, 2021 £ 93,239.25 Income received during September 2021 £ 17.50 KK Advertising; £195 Cemetery fees; £8265 Groundworks grant for NDP Review; £ 22325 Precept (50%). Accounts have been reviewed by Internal Control Cllr Ian Massey who reported that all was in order.			
10.2	To note the Bank Statements (B) and Bank Reconciliation to 30 <sup>th</sup> September 21 <i>see Appendix (C)</i>			
10.3	YOUTH CLUB – to consider a request for a grant of £4000 to cover costs of running the youth club. It Was <b>resolved</b> to transfer £3700 being the allocated budgeted grant for 21/22 to the Youth Club. The Clerk requested bank details and some idea of the projected costs for Year 22/23.			
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>
HR/Legal Fees	BP0742	HR/Legal Fees	5405.90	LGA(1972) s111
Unity Trust Bank		Bank Service Charge	18.00	LGA(1972) s111
NEST Pension payments	D/D	Pension contributions for staff	121.67	LGA(1972) s112
Locum Clerks Salary	BP0743	Sept 2021	1211.84	LGA(1972) s112
Catherine Camp	BP0744	Expenses	161.46	LGA(1972) s111
DCK Accounting Solutions	BP0745	Payroll and pension admin fee	67.80	LGA(1972) s111
Sagegreen HR	BP0746	HR services June – Aug 2021	1462.50	LGA(1972) s111
Northants CALC	BP0747	Training Cllr Bridges Off to Flying St	44.00	LGA(1972) s111
Norse	BP0748	Mowing August	1652.21	HA1980 s96
Anglian Water Business	BP0749	Cemetery Standpipe	12.04	Cemeterys Act 1977
Kilsby Village Hall	BP0750	Hall Hire 17 <sup>th</sup> May to 7 <sup>th</sup> Sept 21	100.00	LGA(1972) s111
Krishna Enterprises Ltd	BP0751	Kilsby Kronickle Printing	594.00	LGA(1972) s142
Northants CALC	BP0752	Training Cllr Massey – Finance	30.00	LGA(1972) s111
Norse	BP0753	Mowing Sept	1652.21	HA1980 s96

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<b>11</b>	<b>BUDGET</b>
11.1	It was agreed to arrange an online working party meeting on TUES 19 OCT at 2pm to put together a draft budget for discussion by full Council in November. Councillors Massey, Gibbs, and Weston to attend. The Clerk was asked to sign up for Extended Zoom at a cost of £14.79 per month.
11.2	Projects which should be considered as part of 2022/23 budget requirements were suggested as follows:- <ul style="list-style-type: none"> <li>a) Tree works on Essen Lane</li> <li>b) Improvements to the Parish Website</li> <li>c) Possible purchase of "The George"</li> <li>d) Youth Club provision for 2022 /23</li> <li>e) Establishing a community Orchard</li> <li>f) Plot of land for village use – A request for suitable land to be included in Kilsby Kronickle</li> <li>g) Exercise equipment</li> <li>h) Upgrade road name plates to make them bespoke to Kilsby Parish ( Clerk to check with Highways)</li> <li>i) Installation of Internet into Kilsby Village Hall</li> <li>j) Extension to Butts Lane pathway</li> <li>k) Improvement and Maintenance of the Recreation Ground – Goal nets/surface</li> <li>l) Cemetery extension – groundworks and layout</li> </ul>
<b>12</b>	<b>HIGHWAYS/ENVIRONMENT</b>
12.1	Cllr Gibbs and Weston gave a report on meeting on 28 Sept with Helen Howard on Highway matters. Following the meeting the footway on Chapel Street has been resurfaced and some potholes filled. It was agreed that Ofield lane requires resurfacing. This is awaited. Cllr Weston reported that H Howard looked at A361 but the meeting was unproductive. The Council noted that the Vehicle Activated Speedsign as you enter the village from Hillmorton is very good. The Clerk reminded the Council that this VAS is owned by the parish and all others are WNC Highways owned and funded.
12.2	Parking on Watling Street has not been resolved. The Clerk has contacted the Pub owners again to ask for the barriers to be moved but they are not prepared to do so. The Pub owners have advised that the pub will be re-opened in the New Year. A letter to be sent to ask for weeds to be cleared and trees in the pub vicinity to be trimmed back.
12.3	It was noted that Electricity sub-stations will be erected adjacent to 3 Rugby Rd, and 47 Main Rd and on the bridleway to Crick as part of scheme to reinforce the reliability of the electricity supply.
12.4	SPEEDWATCH – It was <b>resolved</b> to take part in the Speedwatch scheme in 2022. Kilsby will be paired with Barby and have the camera over a 6 week period in 3 blocks of 2 weeks. Dates TBC A request for volunteer help to be included in Kilsby Kronickle.
12.5	Cllr Mr Vickers reported that The Ridgeway required resurfacing. The Clerk to submit a request.
12.6	It was agreed to remind residents to report all highway defects via "Street Doctor" via Website, Facebook page and KK. <span style="float: right;"><b>CH / IM / KK</b></span>
<b>13</b>	<b>CORRESPONDENCE</b>
13.1	It was <b>agreed</b> that the Exercise Group could use Devon Ox Green on Sundays 9-10am as well as Wed 6-7pm and erect a gazebo for the duration of the class if the weather is bad.
13.2	Northampton Village Awards 2022 Closing date for entrys 31 Jan 2022. It was <b>resolved</b> NOT to enter.
13.3	Notification of U3a events – published on the website.
13.4	Northants CALC "Update" magazine – circulated by email.
<b>14</b>	<b>YOUTH CLUB</b>
14.1	Cllr Haycock reported that the youth club is being well attended. It is a proactive group and summer and holiday sessions have been arranged. Children pay £1.50 per session to attend. The Council felt it was important to continue to support a youth club for young people.
<b>15</b>	<b>TRAINING</b>
15.1	Feedback was received on Off to a Flying Start training attended by Cllr Bridges and Finance training attended by Cllrs Massey and Weston.
15.2	To note that Cllr Haycock is booked on "Social Media Skills Training 2 Nov 18.30-20.30
15.3	To note that Cllr Gibbs was not able to attend Chairmanship Training on 11 Oct due to hospital appt.
15.4	To note that the Clerk will be attending SLCC conference on 13 and 14 October. She reported that she will take the opportunity to seek legal advice in how to manage the Recreation Ground Charity to allow it to be managed by the Parish Council going forward.

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<b>16</b>	<b>STAFFING MATTERS</b>
16.1	It was noted that a Staffing Working Party consisting of Councillors Margetts, Nicholls, Thompson and Gibbs to be convened to discuss recruitment of a new Clerk.
16.2	The Clerk was asked to adapt the Terms of Reference to reflect the fact that the Staffing Committee is operating as a Working party rather than a committee. All decisions on recruitment to be brought back to full Council for approval to ensure the correct person in employed. <span style="float: right;"><b>Locum Clerk</b></span>
16.3	It was <b>resolved</b> to advertise outside NCALC.
<b>17</b>	<b>ITEMS FOR NEXT AGENDA</b>
17.1	It was <b>agreed</b> to meet in Kilsby Room, Kilsby Village Hall going forward starting at 7.30pm.

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 9<sup>h</sup> NOV 2021 at 7.30pm in Kilsby Village Hall.**

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