

MINUTES OF MEETING of KILSBY PARISH COUNCIL

Parish Council meeting held on TUESDAY 9th November, 2021 at 7.30pm
in Kilsby Village Hall, Rugby Road, Kilsby.

PRESENT: Councillors H Gibbs (Chairman), B Gent, C Haycock, M Margetts, Cllr I Massey, Cllr C Thompson, Cllr I Weston, Cllr A McVicker.

Locum Clerk: Catherine Camp. West Northants Councillor A Chantler; 4 members of the public.

		Page 341	<u>ACTION</u>
1	APOLOGIES		
1.1	Apologies were received from Cllr Will Bridges (Illness): Robin Nicholls (Holiday)		Accepted.
2	PUBLIC OPEN FORUM SESSION <i>limited to 20 mins.</i>		
2.1.1	Members of the public reported that they had set up a village action group to campaign against the proposed housing development on Barby Road by Ritchborough Homes. The Action Group will carry out a leaflet drop on 20 th November.		
2.1.2	A question was asked about Speedwatch. The Chairman confirmed that the Council intend to take part in Speedwatch but are seeking volunteers to help man the speed guns. Dates TBC		
2.1.3	Parking at Kilsby School – parking was raised as a concern. The Chairman to discuss this at the next Governors meeting. A meeting has been held with Highways but it is not possible to instigate a one way system.		
2.1.4	An update on Kilsby Village Fete Aug 2022 was provided. They intend to apply for grant funding. The Clerk provided details of WNC Community Grant Funding scheme for Community Events.		
2.2	<p>Report from West Northamptonshire Councillors – Councillor Alan Chantler was welcomed to the meeting. Cllr Chantler reported that</p> <ul style="list-style-type: none"> a) The Community Grants bidding for up to 15K has been opened and is available to organisations with a constitution and a bank account. (Not available to parish councils) b) The Planning call in process requires applications to be called in by an elected member of West Northants Council within 25 days of verification. To be called in there needs to be a sound planning reason. The Clerk pointed out that if a plan is amended it falls outside the 25 day period. Cllr Chantler agreed to investigate this issue. c) Enforcement – A robust enforcement policy is going to be implemented. d) WNC is consulting on its Spatial Options plan. Cllr Chantler advised KPC to respond as it details expansion of DIRFT although this is on the far side of M1. e) Each WNC Councillors will have £2500 available to help parishes recover from Covid-19. Please apply to the Councillor who will advise if your project falls within the agreed remit. f) Kilsby Action Group are concerned about development outside the Village boundary. This should be refused on the basis of being outside the development boundary. g) The Capital Approval board of WNC has agreed a Capital Grant of £200,000 for Kilsby Primary School from s106 money. 		
3	DECLARATIONS of INTEREST on the Agenda		
3.1	Councillors Gibbs and Gent declared an interest in planning application WND/2021/0655 as neighbours. Councillor Massey declared an interest in item 12.2 as the tree in Essen Lane is adjacent to his property.		
3.2	No written requests for dispensation of DPI have been received. – None received.		
4	CO-OPTION TO FILL COUNCILLOR VACANCY – This seat still needs filling.		
4.1	It was resolved to co-opt Oliver Houlton onto the Parish Council as a Councillor.		
4.2	Councillor Oliver Houlton signed the Declaration of Acceptance of Office and took part in the meeting.		
5	MINUTES		
5.1	It was resolved to approve and sign the Minutes of 12 th October 21 as a true record., following correction to the spelling of Councillor McVicker under Item 12.5.		
6	MATTERS ARISING (For information only)		
6.1	Ref 8.4.3 re briefing on WNC Strategic Plan. Cllr Margetts reported that he had been unable to attend.		
6.2	It was noted that personalised Street name plates cannot be erected in the village. Cllr Chantler was asked to investigate why this was the case.		
6.3	It was noted that additional street lights will be installed w/c 29 th November.		
6.4	Cllr Weston reported that bulbs had been planted on Devon Ox Green. Brownies were unable to help.		

Page 342				
7	POLICE MATTERS			
7.1	Police Matters . https://www.police.uk/your-area/northamptonshire-police/daventry-rural/?tab=CrimeMap shows the monthly crimes reported for SEPT 2021 – 3 Crimes in Kilsby village.			
7.2	Councillor C Thompson, Police Liaison Representative said that there had been no crimes reported by the NHW alert system over the previous month. Police based policing initiative and bus have been launched and a visit to the parish will be requested.			
8	PLANNING			
8.1	New Applications (click on the hyperlinks to view the planning application documents).			
8.1.1	WND/2021/0681 2B Daventry Road, Kilsby. Construction of 1.8m high brick wall to Butt Lane to replace existing fence. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0681 The Parish Council had no objections. A letter to be sent to the applicant to state that although KPC support the application, they wish the wall to be straight as indicated on the plan, and ask them to confirm what is happening to the tree which is growing within the line of the wall. <i>Councillors Gibbs and Gent declared an interest on account of being neighbours, and left the room.</i>			
8.1.2	WND/2021/0655 9 Fisher Close. Extension to existing side dormer. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0655 KPC had no observations or objections to the application.A			
8.2	Decisions Awaited			
8.2.1	WND/2021/0549 29, Hall Close, Kilsby. Demolition of conservatory and construction of single storey rear extension and construction of first floor extension over existing kitchen.			
8.2.2	WND/2021/0459 Withecroft House 11, Daventry Road, Kilsby. Demolition of existing conservatory. Construction of single storey side extension and single storey rear extension to kitchen.			
8.2.3	DA/2020/0384 Construction of 5 Dwellings. Land adjacent to 16 Barby Road, Kilsby.			
8.3	Applications Approved by West Northants Council -Daventry Area Planning Department.			
9	NEIGHBOURHOOD PLAN REVIEW			
9.1	Councillor Thompson gave a report on the public 'drop-in' event as part of the Regulation 14 consultation process on Sat 16 Oct. About 10 people attended the event. Louise Kirkup from Kirkwall Consultants attended to answer questions and took photographs to evidence the event. Councillors Thompson and Massey were thanked for their work on the NDP review.			
9.2	To note that details of all consultees have been provided to Kirkwells to be included in the final report and a Draft consultation document is current being checked. Consultation ends on 15 th November. Cllr Haycock agreed to put a note on social media to remind residents to complete the survey form.			
10	ACCOUNTS			
10.1	Financial Position at 31st October, 2021 £ 86,525.39; Income – Oct 21 £ 105.00 KK Advertising; £1000 Cemetery fees; £3.61 Wayleave payment for an electricity pole. Accounts reviewed by Cllr Massey.			
10.2	The Bank Statements and Bank Reconciliation to 31st October 21 were noted and approved.			
10.3	It was resolved to approve payments as follows:			
Payee	Chq No.	Details	£	Power to pay
Zurich Insurance	BP0754	Recreation Ground Ins from Grant	712.74	LGA(1972)s140
NEST Pension payments	D/D	Pension contributions for staff	121.67	LGA(1972) s112
Locum Clerks Salary	BP0755	OCT 2021	1211.84	LGA(1972) s112
Catherine Camp	BP0756	Expenses	98.28	LGA(1972) s111
DCK Accounting Solutions	BP0757	Payroll and pension admin fee	30.00	LGA(1972) s111
Norse	BP0758	Butts Lane Footpath installation	8760.00	Open Spaces Act1906
Kilsby Womens Institute	BP0759	Leaflet Dispensers	20.00	LGA(1972) s111
Norse	BP0760	Mowing OCT-Inv 403	1652.21	HA1980 s96
Norse	BP0761	Wildflower Meadow Maint -406	180.00	Open Spaces Act1906
Kilsby Village Hall	BP0762	Hall Hire 12/10 and 16/10 Inv 137	34.75	LGA(1972) s111
Kilsby Youth Club	BP0763	Grant towards Youth Club costs	3700.00	LG(MP)Act 1976s19/1
Boston Seeds	BP0764	Wildflower seeds	62.99	Open Spaces Act1906
E.ON UK plc	BP0765	Qtrly Streetlighting to 30/09/21	350.86	HA1980 s301
S P Martin	BP0766	Cemetery Administrator Gratuity	250.00	Cemeteries Act 1977
Earl Haig Poppy Appeal	300151	Poppy wreath	40.00	LGA(1972) s137

11	BUDGET
11.1	The draft budget put together by the working party was reviewed. It was noted that the precept had not been raised for the last 5 years, and there would be insufficient funds available to carry out any projects in the parish unless it is raised.
11.2	It was resolved to set a budget of £61,580 and precept upon WNC the amount of £54,580 This increase in precept will amount to £20.85 extra per year for Band D household to contribute.
12	HIGHWAYS/ENVIRONMENT
12.1	Creton VAS is from Elancity https://www.elancity.co.uk/ The message can be changed so the councillor overseeing it has come up with new messages to be displayed and it has proved very popular. It was agreed to investigate grants from the Police & Crime Commissioner to fund an additional VAS similar to the one on Hillmorton lane. The Clerk was asked to arrange a zoom meeting with Steve Barber and Cllrs Weston and Gibbs to ascertain what needs to be done to get VAS systems in place.
12.2	Quotes for Tree Works. Quotes received for work to tree in Arnills Way and Essen Lane were considered. It was resolved to ask Timbertech to go ahead with work to the Douglas Fir in Essen Lane once planning consent had been sought for works to a TPO. Western Power to be asked to assess the tree at the junction of The Banks/Arnills Way.
12.3	Overhanging Trees and Branches –Councillor B Gent gave a report and the Clerk was asked to write to homeowners with overhanging trees to ask them to cut the trees back from the footway.
12.4	The Clerk reported that as part of a large scheme to increase the capacity of the Electricity supply Western Power will be installing 3 x 3m substations adjacent to 3 Rugby Road and 47 Main Road.
12.5	It was agreed to ask the Speed camera van to carry out speed monitoring on A361 as well as A5
12.6	It was noted that some vehicles are being parked on pavements. A note to go in Kilsby Kronickle.
13	CORRESPONDENCE
13.1	Operation London Bridge was discussed. It was agreed that a message and picture to be placed on noticeboard and on the website and any flowers to be left near the War Memorial in the churchyard.
13.2	Brochure advertising Outdoor Gym equipment had been received.
13.3	Request for Estimate of the number of Rough Sleepers in the village – 1 resident living in a campervan
13.4	It was noted that the cost of Electricity for Xmas tree lights is increasing from 25.4 to 33.8 ppkWh.
13.5	A letter had been received from a resident stating opposition to the Richborough development.
13.6	Clerks and Councils Direct magazine
14	RECREATION GROUND
14.1	The Clerk reported that the Recreation Ground Charity could not be dissolved but could be run by the Parish Council since it is the corporate trustee. A separate asset register to be kept and funding accounted for separately. The Parish Council has legal powers to purchase and maintain play equipment for a Recreation Ground, but since the assets belong to the trust they need to be insured separately since the parish council does not hold an insurable interest once they are donated to KRG. Cllr Margetts to forward the Governance document of the charity and the RoSPA report to the Clerk.
15	TRAINING
15.1	Feedback on “Social Media Skills Training 2 Nov – Cllr Haycock reported that she had attended.
15.2	“Managing Difficult people and conversations” 15 Nov 10-12 noon. The Clerk to attend.
15.3	“Off to a Flying Start Training for new Councillors. Mon 6 Dec 18.30-21.00 Online £44 Cllr Houlton agreed to attend.
16	STAFFING MATTERS
16.1	Update on recruitment of a new Clerk. An advert has been placed with NCALC, and will be placed in KK and on “Indeed” Closing date for applications Fri 10 Dec at 5pm. Interviews w/c 10 th January 2022.
17	ITEMS FOR NEXT AGENDA The next meeting will take place TUESDAY 14 th DECEMBER 2021

Meeting closed at 21.55

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

The next meeting of the Parish Council will take place on TUESDAY 14^h DEC 2021 at 7.30pm in Kilsby Village Hall.

Signed..... Date21