

MINUTES OF MEETING of KILSBY PARISH COUNCIL

Parish Council meeting held on TUESDAY 8th March, 2022 at 7.30pm
in Kilsby Village Hall, Rugby Road, Kilsby.

PRESENT: Councillors H Gibbs (Chairman), W Bridges, B Gent, C Haycock, O Houlton, M Margetts, I Massey, C Thompson, I Weston. 3 members of the public.

Locum Clerk: Catherine Camp and new Clerk Emma Gibson

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1	APOLOGIES		
1.1	Councillors A McVicker (work commitments), R Nicholls (Away) Apologies were accepted. Apologies were received from West Northants Councillor Rosie Humphreys.		
2	WELCOME TO NEW CLERK		
2.1	The Chairman welcomed Mrs Emma Gibson as Clerk to Kilsby Parish Council following her appointment on 1 March 2022. Emma introduced herself. She is also current Parish Clerk of Spratton and of East Haddon.		
3	PUBLIC OPEN FORUM SESSION <i>limited to 20 mins.</i>		
3.1.1	A request was made from Kilsby Events Committee for £1000 grant to run a Village Fete. The Events committee would like to hold a Summer Fete on Kilsby Recreation Ground, and have established themselves as a Charity and applied for a Grantscape Grant. The Summer Fete will follow a similar format to last year with Music and a Dog Show. Councillor Gibbs suggested that they contact the Postman who has a Pizza van and that they suggest to Kilsby Primary School that they might get involved. To be discussed at the next meeting. AGENDA		
3.2	A report from WN Councillor Rosie Humphreys was circulated.		
4	DECLARATIONS of INTEREST on the Agenda		
3.1	There were no declarations of any disclosable pecuniary or other interests.		
3.2	No written requests for dispensation of DPI have been received. – None received.		
5	MINUTES		
5.1	It was resolved to approve and sign the Minutes of 15 th February 2022 as a true record.		
6	MATTERS ARISING (For information only)		
6.1	The Clerks report was noted.		
6.2	The village Litter Pick has been arranged for 2 nd April. It was agreed to borrow Barbys Litter picking kit.		
6.3	It was noted that Western Power Distribution have installed a sub-station outside the Village Hall and are prepared to pay for planting to screen it. This to be discussed with the Village Hall and discussed at the next parish council meeting. AGENDA		
7	POLICE MATTERS		
7.1	A report was received and circulated prior to the meeting to all Councillors from the Police Liaison Representative – Councillor C Thompson. There have been no crimes reported via the Neighbourhood Watch System since the last meeting.		
8	PLANNING <i>New Applications (click on the hyperlinks to view the planning application documents).</i>		
8.1	<i>New Applications - None</i>		
8.2	<i>Decisions Awaited</i>		
8.2.1	WND/2022/0068 Cornercroft 19, Middle street Kilsby. Demolition of existing garage and store. Construction of replacement garage, utility and front extension. Conversion of loft space to habitable space including insertion of roof lights and application of render and cladding to existing walls. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2022/0068 Kilsby Parish Council has no objection to this application.		
8.2.2	WND/2022/0076 Malt Mill Cottage, 2 Main Road, Kilsby. Felling of trees in a conservation area. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2022/0076 Kilsby Parish Council has no objection to this application.		
8.2.3	WND/2022/0025 20, Devon Ox Road, Kilsby. Demolition of existing conservatory. Construction of single storey rear extension. Kilsby Parish Council has no objection to this application. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2022/0025		

8.2.4	WND/2021/0877 Land North of Allotment Gardens (Shire View) Watling Street. Lawful development certificate (existing use) for siting of mobile home for residential use (Class 3)			
8.2.5	WND/2021/0878 Land North of Allotment Gardens Lawful development certificate (existing use) for siting of mobile home for residential use.			
8.2.6	WND/2021/0767 Barby Sporting Club. Proposed extensions to and remodelling of the existing clubhouse; alterations to the existing car park and provision of additional car parking to the north of the clubhouse; demolition of existing agricultural building and construction of additional earth bunds to the east of the existing bunds with associated landscaping and other ancillary works including shooting shelters and 4.5m high towers. Shooting operations only to be during the following hours and days; Monday, 0900-1800hrs, Tuesday, Thursday and Saturday 0900-1800hrs; Wednesday and Friday:0900-2100hrs; and no Sundays.			
8.2.7	WND/2021/0777 Land off Barby Road. https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2021/0777 Outline application for construction of up to 44 dwellings with associated landscaping, open space, drainage infrastructure and associated works (all matters reserved except access from Barby Road).			
8.2.8	DA/2020/0384 Construction of 5 Dwellings. Land adjacent to 16 Barby Road, Kilsby. The Clerk was asked to check why this application had not been determined.			
8.3	Applications Approved by West Northants Council -Daventry Area Planning Department.			
8.3.1	WND/2022/0007 10 Ashby Road, Kilsby. Demolition of existing utility room. Construction of single storey side extension. APPROVED 28 FEB 2022 https://selfservice.daventrydc.gov.uk/swiftlg/apas/run/WPHAPPDETAIL.DisplayUrl?theApnID=WND/2022/0007			
8.3.2	WND/2021/0889 Las Cuevas, 5 Barby Road, Kilsby Two storey side, single storey front and single storey rear extension. APPROVED 14 th Feb 2022			
8.3.3	WND/2021/0908 Essen Lane. Works to tree subject to TPO 129. APPROVED 10 th Feb 2022			
8.3.4	WND/2021/0915 Field View Cottage, Watling Street. Construction of pitched roof to replace flat roof to first floor rear elevation. Installation of new rear window and side roof lights. APPROVED 10/2			
9	NEIGHBOURHOOD PLAN REVIEW			
9.1	It was resolved to appointment Chris Collison as Independent Examiner for Kilsby Neighbourhood Plan Review who will be able to undertake the examination and will explain the examination process.			
10	ASSET OF COMMUNITY VALUE			
10.1	It was resolved to send a letter as recommended by Paul Ainsworth of CAMRA challenging the refusal of the request to list "The George" as an Asset of Community Value".			
11	ACCOUNTS			
11.1	Financial Position at 28 th February, 2022 £ 60,168.27; Income – Feb 22 £ 307.50 Cemetery fees; £140.00 Newsletter Advertising.			
11.2	The Bank Reconciliation to 28 th February 2022 was noted.			
11.3	It was noted that the Northants CALC Internal Audit Service has allocated Gill Wells as Internal Auditor. Date of the Internal Audit to be confirmed by the new Clerk. ACTION Clerk EG			
11.4	To note that the payments have been checked against invoice by the Internal Financial Controller Councillor Ian Massey. Councillor Massey confirmed that he had found all to be in order.			
11.5	It was resolved to approve payments as follows:			
Payee	Chq No.	Details	£	Power to pay
Locum Clerks Salary	BP0802	FEB 2022	1211.84	LGA(1972) s112
HMRC	BO0803	PAYE Month 11 – Feb 2022	594.88	LGA(1972) s112
Catherine Camp	BP0804	Expenses	38.96	LGA(1972) s111
DCK Accounting Solutions	BP0805	Payroll and pension admin fee	30.00	LGA(1972) s111
Norse	BP0806	Winter Cemetery Maintenance	276.00	Open Spaces Act 1906
Wicksteed	BP0807	Recreation Ground Inspection *	72.00	LGA(1972) s111
SP Martin	BP0808	Cemetery Administrators fees	150.00	Cemeteries Act 1977
NEST Pension payments	D/D	Pension contributions– Mth 11	121.67	LGA(1972) s112
12	HIGHWAYS/ENVIRONMENT			
12.1	SPEEDWATCH –An update was given by Councillor I Weston.			
12.2	VEHICLE ACTIVATED SIGNS –Kilsby Parish Council wish to upgrade the VAS on the A361 to a mains powered sign showing the speed travelled, and using the WNC Highways pole. A second Solar powered VAS to be installed on Main Road near the Zebra Crossing.			

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12.2	It was resolved to purchase Vehicle Activated signs from EVOLIS Elan City.
12.3	Councillor Massey gave a report on Harlestone Climate Change Meeting 5 March. It was suggested that Climate Action presentation packs could be used by Kilsby School to raise awareness. Councillor Bridges to investigate whether "RECOUP" can collect plastic from the village litter pick for recycling.
12.4	Butts Lane Trees – To note emergency branch clearance has been carried out. Update on visit by Cllr Gibbs and Weston to resident that requested permission to cut branches back. It was resolved that a letter be sent to the home owner giving him permission to employ a tree surgeon at his own cost to work from Butts Lane to cut back branches overhanging his garden. The tree surgeon to be asked to provide Public Liability cover and to arrange for Butts lane to be closed to public during the period of works.
13	QUEENS PLATINUM JUBILEE Thurs 2 June to Sunday 5th June 2022
13.1	To discuss whether the Parish Council intend to support a Community Event over the Queens Jubilee Weekend. See briefing note with regard to whats on Nationally and in Northampton. The Locum Clerk reported that 2 Cherry trees are going to be provided by the Japanese Embassy free of charge. An Acer to be purchased as agreed in Feb 2022. All to be planted on Devon Ox Green. It was agreed to encourage families to bring a picnic to a "Big Lunch" Community Event on Sunday 5 June to be held on "Devon Ox" Green. It was suggested that Rev Nigel Fry be asked to light St Faiths church in purple light. Residents to be encouraged to decorated their houses. The Council to consider purchase of RBL signage and bunting. Costs to be sought AGENDA
14	KILSBY COMMUNITY SHOP
14.1	It was resolved that Councillors Gibbs, Weston and Haycock would form a working party to meet with Kilsby Community Shop Committee and discuss how the business if fairing in line with the original business plan and consider future options. (The £25,000 loan made by the Parish Council to the Community Shop project is due for repayment in March 2023). All Councillors acknowledged that the shop is important to the community and that a future way forward needs to be discussed. (Please note that to embark on a new shop related project, the Parish Council will need to adopt the General Power of Competence which requires a trained Clerk and at least 8 elected councillors)
15	CORRESPONDENCE
15.1	Details of NALC Star Council Award. Categories are Clerk of Year; CALC of Year; Young Councillor of the Year; Councillor of the Year; Council of the Year. Nominations close 27 th May 2022.
15.2	Concern raised over vehicles parking on pavements. PCSO has been informed and will send out letters
15.3	Details of WNC Forum https://www.northantscalc.com/uploads/join-in-our-big-conversation.pdf
15.4	A letter requesting a village sign to be erected on Devon Ox Green had been received. Costing to be sought for further discussion at the next meeting. AGENDA
16	DATE OF ANNUAL PARISH MEETING
16.1	THE date for the Annual Parish Meeting of Kilsby Parish was agreed as TUES 3 rd MAY at 7.30pm
17	CONFIRMATION OF MEETING DATES GOING FORWARD
17.1	It was confirmed that meetings would be held on the second Tuesday of each month.
18	ITEMS FOR NEXT AGENDA
18.1	To revisit whether the Parish can secure a piece of land adjacent to the Village for use as a Community Orchard or Amenity Space.

The Chairman thanked the Locum Clerk for her services to Kilsby Council over the last 18 months.

Meeting closed at 21.00

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 12th APRIL 2022 at 7.30pm in Kilsby Village Hall.

Annual meeting of Kilsby Parish Council (at which the Chairman for the year is elected) to be held on 10 May 22.

Signed..... Date22