

# MINUTES OF MEETING of KILSBY PARISH COUNCIL

Parish Council meeting held on TUESDAY 12<sup>th</sup> APRIL, 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 and R Nicholls (late due to work commitments).  
Clerk: Emma Gibson

<b>1</b>	<b>APOLOGIES</b>	
1.1	To receive apologies for absence. Apologies received from Cllr McVicker and Cllr Nicholls (late due to work). Council <b>resolved</b> to approve. Apologies also received from WNC Cllrs R Humphreys and A Chantler.	
<b>2</b>	<b>PUBLIC OPEN FORUM SESSION <i>limited to 20 mins (Extended at the discretion of the Chairman).</i></b>	
2.1	Public Open Forum Session. Members of the public are invited to address the Council for a maximum of 20 minutes with any individual contribution lasting up to 3 mins. Representations shall not require a response at the meeting nor start a debate. No members of the public were in attendance.	
2.2	Council received written report from West Northamptonshire Councillors. Council noted the Homes for Ukraine information and agreed to add it to the Council website and social media platforms.	<b>CH IM</b>
<b>3</b>	<b>DECLARATIONS of INTEREST on the Agenda</b>	
Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the Agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest. You must withdraw from the room when the meeting discusses and votes on the matter.		
3.1	Declarations of any Disclosable Pecuniary or Other Interests: None.	
3.2	Dispensations – To consider written requests for dispensation of DPI: None.	
<b>4</b>	<b>MINUTES</b>	
4.1	It was <b>resolved</b> to approve the minutes of Tues 8 <sup>th</sup> March 2022.	
<b>5</b>	<b>MATTERS ARISING (For information only).</b>	
5.1	The Clerk's report was noted.	
5.2	Any other matters arising from the Minutes not otherwise on the Agenda. None.	
<b>7.47pm Cllr Nicholls joined the meeting</b>		
<b>6</b>	<b>General Power of Competence</b>	
6.1	Council is to consider adopting the General Power of Competence since the Council is eligible to do so. The conditions for eligibility are set out in the Statutory Instrument, Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. For a local council to become eligible it must confirm at a full council meeting (or at the Annual Council Meeting after an election) that: <ul style="list-style-type: none"> <li>• the Clerk is qualified to one of the two sector-specific qualifications and has upgraded those qualifications to cover the General Power of Competence and</li> <li>• two-thirds of the Council has stood for election. The Council meets both of these criteria. It is recommended that the Parish Council resolves that it meets the eligibility criteria to exercise the General Power of Competence as defined in the Parish Council (General Power of Competence) (Prescribed Conditions) Order 2012 and therefore adopt the power for coming year.</li> </ul> Council confirmed that it meets the criteria for the General Power of Competence and <b>resolved</b> to adopt.	
<b>7</b>	<b>POLICE MATTERS</b>	
7.1	To receive a report from the Police Liaison Representative – Up-date received. No crime was reported in Kilsby, and only some minor offences in surrounding areas such as shed break ins. PLR may highlight this on Facebook so residents aware that out buildings and sheds should be secured.	
<b>8</b>	<b>PLANNING (click on the hyperlinks to view the planning application documents).</b>	
8.1	<b>New Applications - WND/2022/0177 The Elms 9, Middle Street, Kilsby, Northamptonshire, CV23 8XT</b> Single storey car port attached to existing double garage. Council considered the application and <b>resolved</b> to respond that there were no comments or objections.	<b>EG</b>

	<b>WND/2022/0235 The Old Vicarage, Watling Street, Kilsby, Northamptonshire, CV23 8YA</b> Single storey rear extension and associated decking. Council considered the application and <b>resolved</b> to respond that there were no comments or objections.	<b>EG</b>			
	<b>WND/2022/0258 Rains Brook Brn, Nortoft Lane, Kilsby, CV23 8ZP</b> Timber agricultural building. Council discussed and <b>resolved</b> to contact the WNC planning officer and ask if there is an indication of what the purpose of the building will be.	<b>EG</b>			
	<b>WND/2022/0282 Manor Gardens 5A, Manor Road, Kilsby, Northamptonshire, CV23 8XS</b> Work to and removal of trees in a conservation area. Council considered the application and <b>resolved</b> that they had no comments or objections.	<b>EG</b>			
<b>8.3</b>	<b>Applications Approved by West Northants Council -Daventry Area Planning Department.</b>				
8.3.1	None				
<b>9</b>	<b>NEIGHBOURHOOD PLAN REVIEW</b>				
9.1	To receive an up-date. KPC has received the Examiner's initial letter regarding the Independent Examination of the Kilsby Review NDP. The Council considered the correspondence and <b>resolved</b> to submit their comments on the Regulation 16 representations of the other parties with one amendment. <b>Resolved</b> that the amendment was to be made and then comments forwarded to the Examiner along with confirmation that KPC wish to participate in a fact check of the emerging report at the appropriate time. The PC will need to reapply for a grant to continue with the NDP review. Council <b>resolved</b> to reapply for the grant.				
<b>10</b>	<b>ACCOUNTS</b>				
10.1	Financial position at 31 <sup>st</sup> March 2022				
10.2	Council <b>resolved</b> to approve the Bank Reconciliation to 31 <sup>st</sup> March 2022				
10.4	To approve payments as follows:				
10.5	Internal audit date set Thursday 28 <sup>th</sup> April 2022, time T.B.C				
<b>To Whom Paid</b>	<b>BP No</b>	<b>Details of Payment</b>	<b>£</b>	<b>Power to Pay</b>	
Locum Clerks Salary	BP0809	MARCH 2022	1211.84	LGA(1972) s112	
HMRC	BP0810	PAYE Month 11 – MARCH 2022	908.80	LGA(1972) s112	
Clerk's Salary	BP0811	MARCH 2022	810.34	LGA(1972) s112	
DCK Accounting Solutions	BP0812	Payroll and pension admin fee	45.60	LGA(1972) s111	
NEST Pension payments	D/D	Pension contributions	85.64	LGA(1972) s112	
Wave	BP0813	Water cemetery	11.78	Cemeteries Act 1977	
Clerk	BP0814	Mileage and homeworking allowance	77.30	Cemeteries Act 1977	
Groundwork UK	BP0815	Neighbourhood Planning end of grant period refund	1895.00		
Norse	BP0816	Village and REC mowing 52IV-00476	850.80	HA(1980)s96	
Timbertech		Tree maintenance	1116.00		
HMRC		PAYE MONTH 9	597.51		
E.On		Christmas Tree supply	0.22		
E.On		Highway lighting	97.20		
10.6	<b>Income:</b> 23/04/2022 DDC Litter-picking 2018-19 £507.50 23/04/2022 DDC Litter-picking 2019-20 £619.00 23/04/2022 DDC Litter-picking 2021-22 £653.00				
<b>11</b>	<b>COMMUNITY</b>				
11.1	<b>COMMUNITY ORCHARD/AMENTITY SPACE:</b> Council discussed the possibility of securing a piece of land adjacent to the village for community use. Council <b>resolved</b> to form a working party to establish the feasibility of the project. Cllrs Weston, Haycock, Bridges, Houlton and Thompson to be the members of the working party which will consider the feasibility of a community space for the village.				<b>IW, CH, WB OH, CT</b>
11.2	<b>SUB-STATION OUTSIDE VILLAGE HALL:</b> Update received. Council to advise Western Power they would like to proceed with the planting. Council would like Western Power to do the planting and then PC will maintain. Clerk to inform Western Power of the decision. The VH Committee have raised with the PC				<b>EG</b>

	that the sign for the hall is obscured by the substation. Clerk to advise VH to contact Western Power directly regarding this.	
<b>12</b>	<b>QUEEN'S PLATINUM JUBILEE Thurs 2<sup>nd</sup> June to Sunday 5<sup>th</sup> June 2022</b>	
12.1	Council discussed locations for a "Big Lunch", noted that risk assessments would need to be put in place. Council considered the hanging of bunting and decorations in the village. Suggestion to contact local organisations and buildings to see if they will hang bunting if the PC provide it. Council <b>resolved</b> to hold the "Big Lunch" on the REC. Posters to be arranged and notices showing that no BBQ's are allowed and it is picnic food only. Date for the "Big Lunch" Sunday 5 <sup>th</sup> June 2022 at 1pm. Cllr Houlton to complete a risk assessment when next assessing the play equipment. Cllr Haycock to put details on Facebook. List of suitable venues to be generated and organisations contacted for possible bunting hanging.	<b>EG, CH, OH</b>
<b>13</b>	<b>SUMMER FETE</b>	
13.1	Council considered the grant application from Kilsby Events Committee for £1000 towards the summer fete. Council discussed the possible different options of a full grant or the possibility of loaning the money to the Committee with a view to it being repaid in part/or full if enough money is made on the day. Council <b>resolved</b> to draft an agreement that the Committee will be given a "start- up" loan to be repaid if enough income is received. Clerk to inform the Events Committee.	<b>EG</b>
<b>14</b>	<b>NCALC ASSET MAPPING PROJECT</b>	
14.1	<b>Input of data:</b> Council discussed the need to map the assets as listed by the former Clerk onto Parish Online. Cllr Bridges agreed to undertake this.	<b>WB</b>
<b>15</b>	<b>CORRESPONDENCE</b>	
15.1	<b>RESIDENT EMAIL:</b> Council discussed an e-mail received regarding horse defecation on pavements. Council highlighted that this is against the law and horses should not be ridden on pavements. This will be highlighted in the KK, on Facebook and the PC website.	<b>IM, CH</b>
15.2	<b>STREETLIGHTS CILDES CROFT:</b> Email received from Harttron Ltd regarding lighting on Daventry Road. PC asked for the type of lighting to be used in the development as KPC will be asked eventually to adopt this lighting. Clerk has made contact to inform them of lanterns already installed in Kilsby.	<b>EG</b>
15.3	<b>FUTURE EXPANSION OF DIRFT LAND EAST OF M1:</b> Up-date received, meeting was attended by Cllrs. The meeting was predominately concerned with Option 3a in the WNC Draft Strategic Plan, however option 3b would have the biggest impact on Kilsby. There is a follow up meeting to discuss option 3a being arranged with Lexington and Kilsby PC agreed they should attend. Council <b>resolved</b> that Cllrs Bridges and Nicholls should attend on behalf of the Council.	<b>WB, RN</b>
15.4	<b>ASSET OF COMMUNITY VALUE:</b> Response received from WNC to the letter sent by KPC as recommended by Paul Ainsworth of CAMRA challenging the refusal of the request to list "The George as an Asset of Community Value". Council discussed that "The George" is being taken over so listing it as a ACV is no longer necessary.	
<b>16</b>	<b>ANNUAL PARISH MEETING</b>	
16.1	Council agreed only a Chair's report is required.	<b>EG</b>
<b>17</b>	<b>ITEMS FOR NEXT AGENDA</b>	
	Highways, Bunting in village for the Jubilee.	

The Chairman thanked the Council for their hard work over the year.

Meeting closed at 21.41

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 be The Annual Meeting of Kilsby Parish Council. It will take place on TUESDAY 10<sup>TH</sup> May 2022 at 7.30pm in Kilsby Village Hall.**

Signed..... Date .....22