

DRAFT MINUTES OF MEETING

of KILSBY PARISH COUNCIL

Parish Council meeting held on Tuesday 10th January 2023 at 7.30pm

in Kilsby Village Hall, Rugby Road, Kilsby.

PRESENT: Councillors H Gibbs (Chairman), B Gent, C Haycock, M Margetts, I Massey and I Weston. **APOLOGIES:** Cllrs O Houlton, R Nicholls and C Thompson.

CLERK: Emma Gibson

WNC Cllr: Cllr R Humphreys apologies given.

PUBLIC: 10

1	APOLOGIES
1.1	Council RESOLVED to approve apologies from Cllrs Houlton, Nicholls and Thompson.
2	PUBLIC OPEN FORUM SESSION <i>limited to 20 mins (Extended at the discretion of the Chairman).</i>
2.1	<ul style="list-style-type: none"> • Member of the public in attendance representing the WI. Café that is run at the United Reform church is requesting funding for a new hob for the kitchen at the café, cost is likely to be around £150. PC Chair suggested WI should get some costings and then make a grant request at the next PC meeting. • Kilsby Action Group members in attendance to request funding for their leaflet to the village outlining the DIRFT extension and Richmond development. Cost of producing leaflets was £104. Council to discuss in meeting. • Village Welcome Packs. The village volunteer that produces the packs was in attendance. Council were advised that item was added to the agenda as it has become apparent not all new residents were receiving one. PC agreed in 2019 they would fund the packs and cost to PC per pack is modest at £2.70. There has been positive responses from residents to the packs. The main issue is current residents need to identify new residents so packs can be delivered. Council need to consider ways to improve resident engagement with the scheme.
2.2	Council received written report from West Northamptonshire Councillors. Cllr Humphries highlighted the WNC draft budget consultation that closes on 31 st January 2023, https://westnorthants.citizenspace.com/cet/budget-2023-24/
3	DECLARATIONS OF INTEREST
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.
4	MINUTES
4.1	Council RESOLVED to approve and sign minutes of the Parish Council meeting held on Tues 8 th November 2022.
5	MATTERS ARISING (For information only).
5.1	Council noted the Clerk's report. Clerk clarified that she had completed the planning application for the village shop previously as the permission needed to be renewed, and since had liaised with the shop to arrange payment. Application to retain the shop has now been approved.
5.2	Any other matters arising from the Minutes not otherwise on the Agenda. None.
6	POLICE MATTERS
6.1	Report received from the Police Liaison Representative – Councillor C Thompson. Noted.
7	PLANNING (click on the hyperlinks to view the planning application documents).
7.1	<i>New Applications</i> – None.
7.2	<i>Applications Approved by West Northants Council -Daventry Area Planning Department</i> – None.
8	ACCOUNTS
8.1	To note the Bank Reconciliation to 30 th November 2022 and 31 st December 2022. Noted.
8.2	Council RESOLVED to approve payments as follows including any payments received between 4 th Jan and 10 th Jan 2023:

To Whom Paid	Method	Details of Payment	£	VAT	Ex VAT
Clerk	BT	Dec mileage and expenses	26.00		
Clerk	BT	Dec salary	875.46		
NEST	BT	Pension contribution Dec	78.16		
HMRC	BT	PAYE Dec	245.90		
DCK Payroll	BT	Nov Payroll	36.00	6.00	30.00
Steers Printing	BT	Dec/Jan newsletter printing	734.00		
NCALC	BT	VAT reclaim	159.00	159.00	0.00
Wave	BT	Cemetery water	12.03		
SSE	DD	Nov street lighting	180.71	8.59	172.12
SSE	DD	Street lighting recalculation	181.41	6.59	174.82
Npower	BT	Street lighting previous supplier outstanding	646.69		
Clerk	BT	Nov salary (inc back dated pay)	1230.62		
HMRC	BT	Nov PAYE	500.08		
Elan City	BT	Speed Cameras	2640.00	440.00	2200.00
Elan City	BT	Speed Cameras	2040.00	340.00	1700.00
NEST	DD	Pension contributions	117.01		
DCK Payroll	BT	Dec 22 payroll	36.00	6.00	30.00
Spratton PC	BT	Office phone share Dec 22	17.66		
Ward Signs	BT	Tree plaques and stands	501.00	83.50	417.50
E Gibson	BT	Mileage and homeworking Dec & Jan	61.10		
Spratton PC	BT	Office phone share Nov 22	17.63		
SSE	DD	December street lighting	186.13	9.30	195.43
Kilsby Village Hall	BT	Hall hire Nov 22 PC Meeting			22.50
NCLAC	BT	Climate conference	55.00	11.00	66.00
Turtle Engineering	BT	Defibrillator Pads	75.00	12.50	62.50
8.3	Income: Newsletter ads: £142.00		Loan repayment Kilsby Events: £1000.00		
	Burials: £102.50		Newsletter ads: £70.00		
	Burials: £600		Bank interest: £151.03		
8.4	Grant Applications: Council considered grant applications received.				
	1. School have requested for funding for bollard sign to help with traffic control. Council considered application and agreed to order and pay for two signs for the school totalling £330.00 exc VAT.				
	2. Kilsby Action Group requested funding of a special edition of the Kilsby Kronicle to raise awareness of a future planning application in the village. Council agreed to fund £104 for printing of these leaflets.				
9	COMMUNITY				
9.1	Future Projects for KPC: Up-date received: Cllr Bridges, Gibbs and Clerk met with WNC to discuss s106 money, the application process and timescales for applications. It was a very useful and productive meeting and WNC have gone away with some queries raised by KPC, and will be in touch shortly. It is hoped this money could contribute to a purchasing land for a Community green space which could incorporate lots of different uses for the s106 money that is available. Council looking at where land maybe available to purchase as the first step. Once some land identified the project can begin to move forward. Working party to meet before the next PC meeting.				
9.2	Community Green Space working party: Item discussed with 9.1. Local landowners are being approached to discuss any future land purchase possibilities. This will continue to be considered with s106 money discussions.				
9.3	NCALC Climate Conference: Report from NCALC conference received. Cllr Massey attended the conference which looked at what WNC are doing to meet the target they have set of zero carbon				

	emissions by 2030 for the Council and 2045 for residents. The conference also considered what village residents are and could be doing to reduce their carbon footprint. Cllr Massey raised the prospect of having a village meeting to look at climate change and action on climate change in Kilsby, and whether a Facebook vote could be set up to gauge what interest there would be within the village for such an event ran by the PC. Cllr Haycock to look into the possibility of a vote. Other areas to consider are engaging with the local primary school, Cllr Massey to draft a briefing document for the school for Cllr Gibbs to bring to the March Governors meeting. If there is interest locally in setting up an event then Council could liaise with WNC to see if there is any help available for funding.	
9.4	Village welcome pack: Council discussed village welcome packs and ways to boost resident participation in delivering the pack to new residents. Cllr Gibbs to add it to his KK article and will speak to local estate agents to see if they can help with identifying newcomers to the village.	
10	HIGHWAYS	
10.1	Up-date from meeting with WNC Highways. Cllr Weston and Gibbs met with WNC Highways Officer and a local resident to discuss issues with parking in the Church Walk area. WNC Highways are the point of contact regarding this matter as the road may not be adopted. Also discussed was the introduction of double yellow lines on Main Road and the speed reduction on the A361. The traffic order for the speed reduction has now been completed so highways are now waiting on the annual plan to be agreed so the signing works can be ordered.	
10.2	Double yellow lines on Main Road bend: Council discussed the possible introduction of double yellow lines on the bend on main road. The parking of vehicles on this bend is making visibility difficult and forcing cars into the path of oncoming traffic and there have been accidents due to this. Double yellow lines are a possibility but the PC would need to make an application for these and gain support from local residents through the completion of a petition. Concerns raised regarding who would enforce parking on these lines if added and that lines may push the problem to other parts of the village. Council to discuss again at the next meeting when all Cllrs have had an opportunity to look at the corner and assess it.	
10.3	Street lighting Review: Request made to PC to review street lighting outside of the school. Cllrs agreed a new light was necessary outside of the school. Clerk to make enquiries with lighting providers to get quotes and WNC for permissions. To discuss further at February 2023 meeting.	
11	CORRESPONDENCE	
11.1	Correspondence received between 4 th Jan and 10 th Jan 2023 to be discussed. Request from local resident for PC to consider moving the speed camera fitted on Main Road. Council to discuss fully at the next meeting. It was considered with Highways to be the best location for the camera and would incur costs to move as it means a new pole being installed and licence obtained. Council wondered if a shield could be fitted to it if light pollution was one of the issues.	
12	ITEMS FOR NEXT AGENDA	
12.1	Yellow Lines Main Road Website Telephone box management	s106 Money Speed camera movement

Meeting closed: 21.10

Next meeting of Kilsby Parish Council will be held in Kilsby Village Hall on Tuesday 14th February 2023 at 7.30pm

Signed:
Chair Kilsby Parish Council

Dated: