

DRAFT MINUTES OF MEETING of KILSBY PARISH COUNCIL

Parish Council meeting held on Tuesday 11th April 2023 at 7.30pm

in Kilsby Village Hall, Rugby Road, Kilsby.

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

APOLOGIES: Cllrs W Bridges and Cllr R Nicholls. WNC Cllr Rosie Humphreys

CLERK: Emma Gibson

PUBLIC: 16 members in attendance.

1	APOLOGIES
1.1	To receive apologies for absence. Council RESOLVED to approve Cllrs Bridges' and Nicholls' apologies due to annual leave.
2	PUBLIC OPEN FORUM SESSION <i>limited to 20 mins (Extended at the discretion of the Chairman).</i>
2.1	Members of the Village Shop Committee, staff, volunteers and supporters were in attendance. Presentation given by the shop committee outlining why they are of the view that the PC should write off the £25,000 loan given to the shop to enable it to open. Shop committee, staff, volunteers and supporters were given time to outline their views on the benefits to the village and individuals from having a shop. The committee stated they are unable to pay back the full loan or even half of the loan as has been requested by KPC. Committee request that the loan be written off in its entirety and an annual grant be given. Shop asked for better liaison between the committee and KPC. Agreed a member of the PC should attend committee meetings going forward. KPC stated that they had no desire to see the shop close and wanted it to succeed. The PC thanked the committee, staff and volunteers for their hard work.
2.2	To receive reports either written or verbal from West Northamptonshire Councillors. WNC Cllr report noted.
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. Cllrs Thompson, Margetts and Gent declared an interest in item 9.2 as shareholders in the village shop.
3.2	Dispensations: To consider written requests for dispensation of DPI. None.
4	MINUTES
4.1	To approve and sign minutes of the Parish Council meeting held on Tues 14 th March 2023. Council RESOLVED to approve.
5	MATTERS ARISING (For information only).
5.1	To note the Clerk's report. Noted.
5.2	Any other matters arising from the Minutes not otherwise on the Agenda. None.
Council RESOLVED to move item 9.2.	
Cllrs Thompson, Margetts and Gent removed themselves from the meeting as per their declaration of interest.	
9.2	Village Shop: Council discussed the shop debenture in light of the Village shop committee's presentation and public's comments. Council advised the shop that as a Ltd Company the PC would not be able to award the shop an annual grant. The Council reiterated that the £25k loan had initially been given to help set up the shop with a view to some of it being paid back. The Council appreciated that there were reasons why this hasn't happened but the debenture has expired. Council agreed that a PC representative needs to attend the shop committee meetings. Council stated that this matter had been voted on twice by the Council and both times the Council had RESOLVED that half of the loan £12,500 will not need to be repaid, but that the other half should be subject to a new 3 year agreement as the PC, and in effect village money, needed to be protected. The fact remains that the village shop is not making any profit and the PC have not seen any management accounts. Council agreed the cost of a new agreement/debenture could be added to the £12,500 remaining loan.

	Council to move forward with a new loan agreement for £12,500 to ensure outstanding loan finds are protected. KPC again thanked the shop committee, workers and volunteers for their work which is much appreciated.					
	Cllrs Margetts, Thompson and Gent re-joined the meeting.					
6	POLICE MATTERS					
6.1	To receive a report from the Police Liaison Representative (PLR) – Councillor C Thompson. Report received. No crimes have been reported in the Kilsby area most reported crime is in surrounding towns. There is a PLR conference on 27 th June 2023 that Cllr Thompson hopes to attend.					
7	PLANNING (<i>click on the hyperlinks to view the planning application documents</i>).					
7.1	WND/2023/0169: Cornercroft 19 Middle Street, Kilsby. Demolition of existing garage and construction of replacement and front extension. Daventry District Council (davenportyc.gov.uk) . Council considered the application and RESOLVED that they had no comments or objections.					
7.2	<i>Applications approved or outstanding: West Northants Council -Daventry Area Planning Department</i> WND/2021/0777: Outstanding WND/2023/0044: APPROVED WND/2022/1084: Outstanding					
8	ACCOUNTS					
8.1	To note the Bank Reconciliations dated 31 st March 2023. Noted.					
8.2	Council RESOLVED to approve payments as follows, including any payments received between 31 st Mar and 11 th April 2023:					
	To Whom Paid	Method	Details of Payment	£	VAT	Ex VAT
	Clerk	BT	April mileage and homeworking expenses	36.80		
	Clerk	BT	March salary	875.46		
	NEST	BT	Pension contribution March	78.16		
	HMRC	BT	PAYE March	245.90		
	DCK Payroll	BT	March Payroll	36.00	6.00	30.00
	Lords Electrical	BT	Community Café Grant – Hob replacement	234.00		
	Hotline Merchandise	BT	Coronation Mugs	793.44	132.24	661.20
	E.On	BT	Street-lighting repairs Inv 117318	97.20	16.20	81.00
	SSE	DD	Street-lighting electricity	144.65		
	NCALC	BT	Annual membership	951.52	64.00	887.52
	Steers printing	BT	Newsletter printing April/May	498.00		
	Norse	BT	Cemetery maintenance	303.60	50.60	253.00
	Norse	BT	Mowing	665.52	110.92	554.60
	DCK	BT	Payroll end of year	36.00	6.00	30.00
	Spratton PC	BT	Office phone share April 23	18.25		
8.3	Income: Cemetery: £100.00 WNC Litter-pick grant: £724.83					
8.4	Website: Up-date to be received from working party. Website provider has agreed to a zoom meeting with the working party to discuss Council's requirements for their website.					
8.5	Cemetery maintenance: Councillors have arranged a meeting with the Burial Clerk and grave digger to discuss work that is needed.					
8.6	E.On Street lighting Maintenance: The E.On service contract price is increasing as of 1 st April 2023, the first increase since 2007. It is an increase of £8 per LED light per annum (ex VAT) and £22 per non-LED per annum (ex VAT). KPC has the responsibility for a total of 82 Lights, 2 of which are non-LED. The increase for KPC would be £684 per annum. Council discussed and have requested that the Clerk compile a report comparing other companies maintenance costs.					
8.7	KPC storage: Council discussed the storage needs of documents and Parish property. Council RESOLVED to continue to use Spratton PC's storage cupboard as they are locked and secure, but to make enquiries with some Kilsby organisations for any storage space. Clerk to also make enquiries as to whether the PC has fireproof cabinets.					
9	COMMUNITY					
9.1	Future Projects for KPC and Community Green Space working party: Council received an up-date s106 money application has been submitted to WNC. Still awaiting feedback on it, Clerk to chase WNC					

	again. Working party to approach land owners to gauge interest once a figure from the s106 is established.									
9.2	Village Shop: Council discussed earlier in meeting.									
9.3	Telephone box: Telephone box needs a tidy and repainting. Council still awaiting quotes to come back, four have been requested.									
9.4	King's Coronation: Council discussed any plans in the village for the King's Coronation, bunting will be used to decorate the village. Mugs have been ordered for school and pre-school children of Kilsby primary.									
9.5	Climate change: Cllr Massey provided an up-date on Climate change matters. Planning for a village event is continuing. Hoping to hold the event in September 2023, the format will be a mixture of presentations and information. The plan is to also have an interactive element. There will be a cost to such an event current estimate around £500. The funding for the event will go on a PC agenda for approval when appropriate. Cllr Massey to liaise with the primary school also.									
10	HIGHWAYS									
10.1	Butts Lane: Council have sought four quotes. One has been received and one is outstanding. Clerk to chase outstanding quote.									
10.2	No Mow May: Council to consider taking part in "No Mow May", and identify any areas of the village that maybe suitable for this scheme. Council RESOLVED to not mow the Malt Mill Green where the wildflowers are likely to grow and also leave the area of bulbs on Devon Ox Green. Council felt it was not appropriate to participate in "No Mow May" throughout the village.									
10.3	Double yellow lines Main Road: Up-date to be received. Application has been drafted, Council discussed the application and RESOLVED to submit it.									
11	CORRESPONDENCE									
11.1	Correspondence received between 31 st March and 11 th April 2023 to be discussed. <ol style="list-style-type: none"> 1. Repair shop: Letter from a resident regarding the possibility of setting up a Kilsby repair workshop. The concept is a monthly repair shop in the village where skilled people would volunteer to repair and mend items. Council discussed the possibility of a repair shop in the village. Cllr Gibbs has received correspondence from a skilled local resident interested in helping in such a scheme. Cllr Massey has investigated other local repair schemes to gather information. There are umbrella organisations that can help with the set up but there is an initial set up cost of approximately £2,000. The Kilsby United Reform Church is happy to be used as a base for any repair shop. Next steps the possibility of the scheme needs further publicising on Facebook and PC websites, as more volunteers would be needed to make the idea viable. 2. A5 footbridge: Resident enquiry made via Facebook as to whether a footbridge over the A5 could be installed. Council discussed response from WNC that due to cost a footbridge would be unlikely. Council discussed possibility of a pedestrian crossing, some Cllrs thought this had been discounted before due to the speed of traffic on the A5 but agreed this could be explored again to get a definitive answer. National Highways would need to be contacted to discuss. 3. Leaflet regarding Bericote Nortoft consultation: A public consultation is taking place on 20th April 2023 at Kilsby village hall. The leaflet doesn't give a great deal of information on the plans. Council agreed as many people from the village as possible should attend and once there is further information available a view can be formed. At present there is no formal application to view. 									
12	ITEMS FOR NEXT AGENDA									
12.1	Council to discuss items for next agenda. <table style="width: 100%; border: none;"> <tr> <td>Telephone box quotes</td> <td>Website up-date</td> <td>Streetlight maintenance</td> </tr> <tr> <td>Butts Lane quotes</td> <td>Repair shop up-date</td> <td>s106 up-date</td> </tr> <tr> <td>Planting around transformer on Kilsby Lane</td> <td></td> <td></td> </tr> </table>	Telephone box quotes	Website up-date	Streetlight maintenance	Butts Lane quotes	Repair shop up-date	s106 up-date	Planting around transformer on Kilsby Lane		
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Next meeting of Kilsby Parish Council will be held in Kilsby Village Hall on Tuesday 9th May 2023 at 7pm.

Meeting closed: 21.22

Signed:.....
Chair

Date:.....