

**KILSBY PARISH COUNCIL  
FULL COUNCIL MEETING**

**HELD ON**

TUESDAY 12<sup>th</sup> September 2023 at 7.30pm

**Present:** Cllr H Gibbs (Chair), Cllr W Bridges, Cllr C Haycock, Cllr O Houlton, Cllr J Parker and Cllr I Weston.

**Apologies:** Cllr B Gent, Cllr M Margetts, Cllr R Nicholls and Cllr C Thompson.

**Clerk and RFO:** Mrs E Gibson

**WNC Cllr:** Cllr R Humphreys

**Public:** 1 member of the public.

<b>1</b>	<b>APOLOGIES</b>				
1.1	To receive apologies for absence. Council <b>RESOLVED</b> to approve apologies received from Cllr B Gent, Cllr M Margetts, Cllr R Nicholls and Cllr C Thompson.				
<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 in attendance for the public forum.				
2.2	To receive reports either written or verbal from West Northamptonshire Councillors. Report received from Cllr R Humphreys and noted by the Council.				
<b>3</b>	<b>DECLARATIONS OF INTEREST</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	To approve and sign minutes of the Parish Council meeting held on Tues 11 <sup>th</sup> July 2023. Council <b>RESOLVED</b> to approve.				
<b>5</b>	<b>MATTERS ARISING (For information only).</b>				
5.1	To note the Clerk's report. Council noted Clerk's report.				
5.2	Any other matters arising from the Minutes not otherwise on the Agenda. None.				
<b>6</b>	<b>POLICE MATTERS</b>				
6.1	To receive a report from the Police Liaison Representative – Councillor C Thompson. Cllr Thompson absent. No up-date this month.				
<b>7</b>	<b>PLANNING (click on the hyperlinks to view the planning application documents).</b>				
7.1	<i>Application for consideration:</i> None.				
7.2	<i>Applications approved or outstanding: West Northants Council -Daventry Area Planning Department</i> <a href="#">WND/2021/0777</a> Outstanding <span style="float: right;"><a href="#">2023/5149/LBC:</a> Outstanding</span> <a href="#">2023/5148/FULL</a> Outstanding <span style="float: right;"><a href="#">2023/5724/TCA</a> Approved</span> <a href="#">WND/2022/1084</a> Outstanding <span style="float: right;"><a href="#">WND/2023/0067</a> Outstanding</span> <a href="#">2023/5783/MAF</a> Outstanding <span style="float: right;"><a href="#">2023/5905/LDP</a> Approved</span>				
<b>8</b>	<b>ACCOUNTS</b>				
8.1	To note the Bank Reconciliations dated 31 <sup>st</sup> August 2023. <b>£68,910.55</b>				
8.2	To approve payments as follows including any payments received between 6 <sup>th</sup> September 2023 and 12 <sup>th</sup> September 2023:				
<b>To Whom Paid</b>	<b>Method</b>	<b>Details of Payment</b>	<b>£</b>	<b>VAT</b>	<b>Ex VAT</b>
Clerk	BT	Aug homeworking expenses	26.00		
DCK Payroll	BT	July 23 Payroll	36.00	6.00	30.00
O2	DD	Office phone KPC July	25.20	4.20	21.00

PKF Littlejohn	BT	Audit 2022-23	378.00	63.00	315.00
Vision ICT	BT	Email account set up	21.60	3.60	18.00
WNC Norse	BT	Mowing INV-52IN-000816	1796.86	299.48	1497.38
Steers Printing	BT	Newsletter Inv 14414	500.00		
Vision ICT	BT	Website management	92.40	15.40	77.00
SSE	DD	Street lighting invoice July 2023	171.01	8.14	162.87
Clerk	BT	Village bulbs reimbursement	152.93		
Kilsby Village Hall	BT	Hall hire meeting	27.00		
O2	DD	Office phone Aug 23	26.36	4.39	21.97
Cordwood Tree Services	BT	Tree works	220.00		
Clerk	BT	Aug 23 Salary	905.60		
HMRC	BT	PAYE Aug 23	327.67		
NEST	DD	Aug 23 pension	85.31		
Vision ICT	BT	Aug website management	92.40	15.40	77.00
Vision ICT	BT	Email hosting Nov 23-Oct 24	43.20	7.20	36.00
WNC Norse	BT	Mowing Aug 23 INV-000839	1796.86	299.48	1497.38
P Martin	BT	Cemetery transactions	200.00		
Clerk	BT	Printer cartridges	32.99		
Wave	BT	Cemetery water	17.51		
DCK	BT	Payroll Aug 23	36.00	6.00	30.00
Clerk	BT	Mileage and Homeworking allowance	26.00		
ICO	DD	Data fee	35.00		
SSE	DD	Aug 23 street-lighting	180.45	8.58	171.87
8.3	<b>Income:</b> East Haddon PC Office phone share: £4.72 and £4.94 Newsletter adverts totalling: £74.94				
8.4	<b>Website:</b> Up-date to be received from working party. Council considered and <b>RESOLVED</b> to switch to a .gov.uk email address. Up-date received from the working party that a specification has been put forward, working with Vision ICT for costings. Council discussed whether or not village organisations should be given direct access to post on the website or whether postings should come through the Clerk and passed to Vision ICT. Council agreed the final decision on additions to the website must be the Councils and therefore come through the Clerk. Council to make a decision on a new name for the website so it is clear it is the PC's website.				
8.5	<b>Burial Regulations:</b> Council discussed and approved the burial regulations, only amendment is that there should be no fee for children. Council discussed whether burial fees should be waived for members of the community that have made a significant contribution to the village such as Parish Councillors. Council <b>RESOLVED</b> to keep the fees as they currently stand as it could be difficult to define level of contribution to the village and therefore lead to upset to bereaved families.				
<b>9</b>	<b>COMMUNITY</b>				
9.1	<b>Future Projects for KPC and Community Green Space working party:</b> Council received an up-date and discussed the s106 money in relation to a Community Green Space and any other projects in the village. The main problem is that there is a lack of available land in the village for the project. There is one possibility outstanding of some available land and Cllr Thompson has been following that lead. Cllr Bridges to manage this project in Cllr Thompson's absence.				
9.2	<b>Climate change:</b> Cllr Massey provided an up-date on the climate change event held on Saturday 9 <sup>th</sup> September 2023. Disappointing attendance levels for the event although some apologies were given for holidays. The event went well with the presenters contributing much to the event. The event was financed by Voltalia so the cost to the Parish Council was minimal. There will be a de-brief to assess the results of the attendance interactive session and a report published in the Kilsby Kronicle. Council agreed to keep the ring-fenced £600 for the event that was unspent for climate change matters. Council thanked Cllr Massey for all his time spend organising the event. Thanks also extended to Mr Simpson and participants from other Parish Councils.				
9.3	<b>Village Commemoration of King's Coronation:</b> Council <b>RESOLVED</b> to have something in the village to mark the King's Coronation. Clerk to look at some options such as a new bench and report back next month.				

9.4	<b>Wildflower meadow, Malt Mill Green:</b> Council discussed ways to get more from the area and better results. Clerk to speak with Norse about any ideas they may have and liaise with Cllr Thompson if possible while he is away.
<b>10</b>	<b>HIGHWAYS AND OPEN SPACES</b>
10.1	To receive any update. <ul style="list-style-type: none"> <li>Speed watch completed between 22<sup>nd</sup> July and 18<sup>th</sup> August. Cllr Weston gave the PC figures gathered regarding speeding cars and the volume of traffic through the village. Cllr Weston has requested a data box on the A5 to gather further data. A further speed session will be conducted in the village with the police force in the near future. Cllr Weston advised the Council he will be stepping down as Speed watch co-ordinator after many years. The PC therefore are keen to hear from any residents willing to volunteer for this important role in the village. Council thanked Cllr Weston for all his hard work and dedication to speed reduction in the village over the years.</li> <li>Speed reduction on A361 Council discussed that this should have been implemented by now. Clerk to chase Highways for an up-date/date for completion.</li> </ul>
10.2	<b>Trees on Butts Lane:</b> Council discussed and no action required at present.
10.3	<b>Streetlight outside 36 Devon Ox Road:</b> Council discussed this streetlight and agreed they had no prior knowledge of it. Clerk to contact Future Homes, the housing association, and Western Power to see if it is on the Council's supply to try to establish ownership. If PC owned light PC will consider an upgrade. Council to make a decision at the next meeting once more information gathered.
<b>11</b>	<b>CORRESPONDENCE</b>
11.1	Correspondence received between 6 <sup>th</sup> September and 12 <sup>th</sup> September 2023 to be discussed. <ol style="list-style-type: none"> <li><b>D-Day 80:</b> Council considered taking part in the D-DAY 80 commemorations, 6<sup>th</sup> June 2024. This will be added to the next agenda for full discussion and ideas of who to mark the occasion.</li> <li><b>Books in phone box:</b> St Faith's Church have offered to take the books from the phone box. Council agreed this was a good way forward and thanked the Church for their offer. Notice to be put in Kilsby Kronicle and the phone box.</li> </ol>
<b>12</b>	<b>ITEMS FOR NEXT AGENDA</b>
12.1	Council to discuss items for next agenda. <p>S106 Website</p> <p>D-Day</p> <p>Malt Mill Green wildflowers</p> <p>Devon Ox streetlight</p>

Next meeting of Kilsby Parish Council will be held in Kilsby Village Hall on Tuesday 10<sup>th</sup> October 2023 at 7.30pm

Signed:.....

Date:.....