

**KILSBY PARISH COUNCIL  
PARISH COUNCIL MEETING**

**Held on**

TUESDAY 10<sup>TH</sup> OCTOBER 2023 at 7.30pm

**In Attendance:** Cllr H Gibbs (Chair), Cllr B Gent, Cllr C Haycock, Cllr M Margetts, Cllr M Massey, Cllr J Parker and Cllr I Weston.

**Apologies:** Cllr W Bridges, Cllr O Houlton, Cllr R Nicholls and Cllr C Thompson.

**Public:** 3

**Clerk and RFO:** Mrs E Gibson

**WNC Cllr:** Cllr R Humphrey

<b>1</b>	<b>APOLOGIES</b>
1.1	To receive apologies for absence. Council <b>RESOLVED</b> to approve apologies from Cllrs Bridges, Houlton, Nicholls and 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. <ul style="list-style-type: none"> <li>• Residents in attendance to discuss issue with parking around The George public house and difficulties it is causing residents. Residents are in communication with the owner discussing possible ways to improve it. Parish Council advised that parking issues are a matter for WNC Highways and the PC do not have any powers to enforce any inappropriate parking. PC sympathise with the residents and accept that parking is an issue in the village.</li> </ul>
2.2	To receive reports either written or verbal from West Northamptonshire Councillors. Council received and noted the report from WNC Cllr Humphreys which outlined: <ul style="list-style-type: none"> <li>• The interim bus policy consultation.</li> <li>• West Northants Sustainability Report.</li> <li>• Draft Local plan.</li> <li>• Northamptonshire Children’s Trust.</li> </ul> Cllr Humphreys thanked for her report and attendance.
<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 12 <sup>th</sup> September 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. Noted.
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 any up-date. Up-date received and report noted. The low crime rate continues in Kilsby. The Police Beat Bus visited in September 2023 and was attended by Cllrs. Residents are urged to attend future visits as it is a great opportunity to discuss policing issues relevant to the local area.
<b>7</b>	<b>PLANNING (click on the hyperlinks to view the planning application documents).</b>
7.1	<i>Application for consideration:</i> <a href="#">WND/2023/0143/LBC</a> Listed building consent, White House, 3 Chapel Street Kilsby. Council <b>RESOLVED</b> that they did not have any comments or objections. <a href="#">2023/6996/FULL</a> Cornercroft 19 Middle Street Kilsby CV23 8XT, Demolish existing garage and workshop and replace with new open plan garage. To introduce a brick plinth with render over to the whole property and introduce a new porch to the principal entrance door. Council <b>RESOLVED</b> that they did not have any comments or objections.
7.2	<i>Applications approved or outstanding: West Northants Council -Daventry Area Planning Department</i>

	<a href="#">WND/2021/0777: Outstanding</a> <a href="#">2023/5149/LBC: Outstanding</a> <a href="#">2023/5148/FULL: Outstanding</a> <a href="#">2023/5783/MAF: Outstanding</a> <a href="#">WND/2022/1084: Outstanding</a> <a href="#">WND/2023/0067: Outstanding</a> <a href="#">2023/6047/FULL: Refused</a> <a href="#">2023/6374/TPO: Approved</a>																																																																																																																															
<b>8</b>	<b>ACCOUNTS</b>																																																																																																																															
8.1	Council noted the Bank Reconciliations dated 30 <sup>th</sup> September 2023. £79,736.15.																																																																																																																															
8.2	Council approved the payments as follows:																																																																																																																															
	<table border="1"> <thead> <tr> <th>To Whom Paid</th> <th>Method</th> <th>Details of Payment</th> <th>£</th> <th>VAT</th> <th>Ex VAT</th> </tr> </thead> <tbody> <tr><td>DCK Payroll</td><td>BT</td><td>Sep 23 Payroll</td><td>36.00</td><td>6.00</td><td>30.00</td></tr> <tr><td>O2</td><td>DD</td><td>Office phone KPC Sep</td><td>25.20</td><td>4.20</td><td>21.00</td></tr> <tr><td>Vision ICT</td><td>BT</td><td>Website management</td><td>92.40</td><td>15.40</td><td>77.00</td></tr> <tr><td>Clerk</td><td>BT</td><td>Sep 23 Salary</td><td>905.70</td><td></td><td></td></tr> <tr><td>HMRC</td><td>BT</td><td>PAYE Sep 23</td><td>327.87</td><td></td><td></td></tr> <tr><td>NEST</td><td>DD</td><td>Sep 23 pension</td><td>85.31</td><td></td><td></td></tr> <tr><td>Kilsby WI</td><td>BT</td><td>Climate change event refreshments</td><td>35.00</td><td></td><td></td></tr> <tr><td>Grenadier Grounds</td><td>BT</td><td>Butt Lane path</td><td>9600.00</td><td>1600.00</td><td>8000.00</td></tr> <tr><td>RBL Poppy Appeal</td><td>BT</td><td>Poppy wreath</td><td>50.00</td><td></td><td></td></tr> <tr><td>E.On</td><td>BT</td><td>Streetlight repair</td><td>348.00</td><td>58.00</td><td>290.00</td></tr> <tr><td>Cordwood Tree Services</td><td>BT</td><td>Maintenance green works</td><td>130.00</td><td></td><td></td></tr> <tr><td>Cordwood Tree Services</td><td>BT</td><td>Maintenance storm damage</td><td>80.00</td><td></td><td></td></tr> <tr><td>Kilsby Village Hall</td><td>BT</td><td>Meeting hire</td><td>99.00</td><td></td><td></td></tr> <tr><td>DCK Payroll</td><td>BT</td><td>Sep 23 payroll</td><td>36.00</td><td>6.00</td><td>30.00</td></tr> <tr><td>Skyward graphic</td><td>BT</td><td>Replacement sign base</td><td>102.00</td><td>17.00</td><td>85.00</td></tr> <tr><td>WN Norse</td><td>BT</td><td>Mowing Sep 23</td><td>1796.86</td><td>299.48</td><td>1497.38</td></tr> <tr><td>Steers Printing</td><td>BT</td><td>Newsletter #14500</td><td>500.00</td><td></td><td></td></tr> <tr><td>Vision ICT</td><td>BT</td><td>Website management</td><td>92.40</td><td>15.40</td><td>77.00</td></tr> <tr><td>SSE</td><td>DD</td><td>Street lighting electricity</td><td>180.45</td><td>8.58</td><td>171.87</td></tr> <tr><td>Clerk</td><td>DD</td><td>Oct 23 expenses and mileage</td><td>49.40</td><td></td><td></td></tr> </tbody> </table>	To Whom Paid	Method	Details of Payment	£	VAT	Ex VAT	DCK Payroll	BT	Sep 23 Payroll	36.00	6.00	30.00	O2	DD	Office phone KPC Sep	25.20	4.20	21.00	Vision ICT	BT	Website management	92.40	15.40	77.00	Clerk	BT	Sep 23 Salary	905.70			HMRC	BT	PAYE Sep 23	327.87			NEST	DD	Sep 23 pension	85.31			Kilsby WI	BT	Climate change event refreshments	35.00			Grenadier Grounds	BT	Butt Lane path	9600.00	1600.00	8000.00	RBL Poppy Appeal	BT	Poppy wreath	50.00			E.On	BT	Streetlight repair	348.00	58.00	290.00	Cordwood Tree Services	BT	Maintenance green works	130.00			Cordwood Tree Services	BT	Maintenance storm damage	80.00			Kilsby Village Hall	BT	Meeting hire	99.00			DCK Payroll	BT	Sep 23 payroll	36.00	6.00	30.00	Skyward graphic	BT	Replacement sign base	102.00	17.00	85.00	WN Norse	BT	Mowing Sep 23	1796.86	299.48	1497.38	Steers Printing	BT	Newsletter #14500	500.00			Vision ICT	BT	Website management	92.40	15.40	77.00	SSE	DD	Street lighting electricity	180.45	8.58	171.87	Clerk	DD	Oct 23 expenses and mileage	49.40			
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8.3	<b>Income:</b> Bank interest: £320.80      WNC 2 <sup>nd</sup> Precept payment: £27,290.00 East Haddon PC Phone share: £4.72																																																																																																																															
8.4	<b>Website:</b> Up-date received from the working party. Still some matters outstanding to agree but working party moving the project forward. Council <b>RESOLVED</b> to agree that the new website name will be www.kilsbypc.gov.uk once up and running.																																																																																																																															
8.5	<b>Budget 24/25:</b> Councillors discussed and identified items/projects to be considered in budget preparations.																																																																																																																															
<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 s106 money in relation to a Community Green Space. Discussions with landowner are ongoing to see if land purchase will be a possibility.																																																																																																																															
9.2	<b>Village Commemoration of King's Coronation:</b> Council considered if they would like to have something in the village to mark the King's Coronation. Council <b>RESOLVED</b> to get further information on the metal bench and ensure it can be fixed to a concrete base. Budget for the purchase and installation set at £1000.																																																																																																																															
9.3	<b>Climate Change:</b> Council received an up-date, despite a disappointing turnout for village meeting and action group has been set up comprising of three Parish Cllrs and five residents. The group is looking at schemes such as appropriately reducing grass cutting in the village (in consultation with the PC) and air quality monitoring. Cllr Massey thanked for all his work in this area for the village.																																																																																																																															
9.4	<b>Assets of Community Value:</b> Cllr Parker raised the feasibility of the PC applying for areas in and around the village that have public footpaths and rights of way to be registered as assets of community value. The Council were unsure whether such land would be eligible for registration and further enquiries needed to be made.																																																																																																																															

9.5	<b>Village shop:</b> Council to discuss current position and make a resolution as required. Council advised that the Clerk and Chair had met with the Shop Committee. The Clerk was making enquiries about the best way forward to be discussed at next meeting once responses to enquiries received.
<b>10</b>	<b>HIGHWAYS AND OPEN SPACES</b>
10.1	To receive any update: <ul style="list-style-type: none"> <li>Update regarding speed and traffic data. Highways have been chased for the speed change on the A361 and have apologised for the delay. More speeding monitoring has been done in village and the issues persist. A volunteer is needed to take over the Speed Watch initiative as Cllr Weston is stepping back from that.</li> <li>Parking issues The George Public House. Council discussed during public session.</li> <li>Council considered the mowing contract for 24-25 and quotations received. Council <b>RESOLVED</b> to enter into the long term contract with Norse as per the quotation supplied. Village wildflowers on Malt Mill Green discussed Cllr Gibbs to meet with Norse to discuss possible changes to the area for next year.</li> </ul>
<b>11</b>	<b>CORRESPONDENCE</b>
11.1	Correspondence received between 4 <sup>th</sup> October and 10 <sup>th</sup> October 2023 was discussed. <ol style="list-style-type: none"> <li>Resident email received raising following issues: <ul style="list-style-type: none"> <li>Mowing in the village on Daventry Road verges, Clerk has addressed this with Norse and it should be resolved.</li> <li>Trees on Malt Mill Green, Council to get a quotation from tree surgeon</li> <li>Bollards on edge of Malt Mill Green, Clerk to report to Highways</li> <li>Wildflowers on Malt Mill Green, meeting to be arranged with contractors to discuss.</li> </ul> </li> <li>Request to wave burial fees for member of the Community that contributed a lot to the village. Council discussed and acknowledged the work done by the individual and that it was a very difficult decision. However, they felt that they were unable to set such a precedent waving fees as an individual's contribution to the village was difficult to quantify and there would have to be cut off points. Which, could cause upset to families in the future.</li> <li>D-Day 80 years anniversary: Council discussed whether they would like to mark the occasion and <b>RESOLVED</b> to set aside £2000-3000 in the budget for a possible event.</li> </ol>
<b>12</b>	<b>ITEMS FOR NEXT AGENDA</b>
12.1	Council to discuss items for next agenda. <p>Village Shop Budget</p> <p>Green Space up-date</p>

**Meeting closed: 20.50**

Next meeting of Kilsby Parish Council will be held in Kilsby Village Hall on Tuesday 14<sup>th</sup> November 2023 at 7.30pm