

DRAFT MINUTES
KILSBY PARISH COUNCIL

Held on Tuesday 12th March 2024 at 7.30pm

In attendance: Cllr H Gibbs (Chair), Cllr B Gent, Cllr C Haycock, Cllr O Houlton, Cllr M Margetts, Cllr I Massey, Cllr C Thompson and Cllr I Weston.

Apologies: Cllr Bridges, Cllr R Nicholls and Cllr Gent.

Clerk and RFO: Mrs E Gibson

Public: 8

WNC Cllr: Cllr A Chantler

1	APOLOGIES
1.1	To receive apologies for absence. Council RESOLVED to approve apologies from Cllr Bridges, Cllr Nicholls and Cllr Parker. Apologies received from WNC Cllr R Humphries.
2	PUBLIC OPEN FORUM SESSION <i>limited to 20 mins (Extended at the discretion of the Chairman).</i>
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"> • The Landlord from The George public house was in attendance to ask the PC to support the business where it can. The pub wishes to be a part of the community and is working to try to make improvements to parking and noise concerns raised by residents. A retrospective planning application for the outside area has been submitted. The PC confirmed they had already submitted their responses to this. It had been hoped the PC could give permission to park in the village hall car park over weekends. PC advised they did not own or manage the village hall. The request was also made to remove the double yellow lines opposite the pub. PC advised this had been looked at with WNC Highways previously, and it had been stated that this was not possible as they were there to prevent lorries parking in the area overnight. PC stated they supported The George as a local business and wished it well. • Chair of Kilsby Action Group (KAG) was in attendance to discuss planning application WND/2021/0777, and draw the Council's attention to the WNC Draft Local Plan which no longer has site 3b identified. He began by thanking the PC, local Cllrs and the local MP for their support. KAG confirmed that regarding planning application WND/2021/0777 the revised planning application reducing the number of houses from 44 to 19 did not change their stand point regarding the development. They remain of the view that it is an inappropriate development for the village and that it is necessary to maintain the existing green buffer space. A huge concern regarding this development is road safety. KAG state that it is totally unsuitable to have approximately 40 cars a day leaving a development in that area onto a country lane. KPC thanked KAG for their input and their work on this.
2.2	To receive reports either written or verbal from West Northamptonshire Councillors. <ul style="list-style-type: none"> • Cllr R Humphries was unable to attend the meeting her written report will be added to the PC website with the minutes of this meeting. • Cllr Chantler was in attendance and reported to the meeting that WNC had set their budget and there will be a 4.99% increase in Council Tax. WNC will be consulting on the new Draft Local Plan in April 2024 and all PC's are encouraged to provide their views.
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	To approve and sign minutes of the Parish Council meeting held on Tues 13 th February 2024. 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.
6	POLICE MATTERS
6.1	To receive any up-date and PLR report. After a reported break in on Independant Street there were concerns in the village that there had been other incidents in Kilsby, and the surrounding areas. The PLR has liaised with the local PCSO and can confirm that there were no other reported incidents in the

	village. There were similar reported incidents in Warwickshire and Hillmorton but not enough to establish a pattern. The Police data can run a little behind so it could be that this picture changes. Update reported that there is going to be an increase in Police Officers in Northamptonshire, but it will take time to train up new Officers so will not be an immediate increase.																																																																																																												
7	PLANNING (click on the hyperlinks to view the planning application documents).																																																																																																												
7.1	<p>Application for consideration:</p> <ul style="list-style-type: none"> WND/2021/0777: Land Off Barby Road Kilsby Northamptonshire, Outline application for construction of up to 19 dwellings with associated landscaping, open space, drainage infrastructure and associated works (all matters reserved except access from Barby Road). [Revised scheme reduction from 44 units to 19 units proposed and revised red line]: Council agreed that when the application was previously submitted a detailed objection was submitted by the PC. Council RESOLVED that these objections were unchanged regardless of the amendments to the application. Council agreed to resubmit their original objections with some changes to ensure letter reflected current position (such as Neighbourhood Plan having now been reviewed). Council to also add potential highways safety issue of cars entering and exiting the site onto a country lane. WNC Cllr Chantler advised that the application would be going to Committee. 																																																																																																												
7.2	<p>Applications approved or outstanding: West Northants Council –Daventry Area Planning Department:</p> <p>2023/5149/LBC: Non determination-APPEAL 2024/0262/FULL: APPROVED 2023/5148/FULL: Non determination-APPEAL 2023/5783/MAF: Outstanding WND/2022/1084: Outstanding WND/2023/0143/LBC: Outstanding 2023/7641/FULL: Outstanding 2024/0078/FULL: Outstanding 2024/0052/FULL: APPROVED</p>																																																																																																												
8	ACCOUNTS																																																																																																												
8.1	To note the Bank Reconciliations dated 29 th February 2024: £60,961.58																																																																																																												
8.2	To approve payments as follows including any payments received between 6 th March 2024 and 12 th March 2024:																																																																																																												
	<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>02</td> <td>DD</td> <td>Office phone Feb 24</td> <td>25.20</td> <td>4.20</td> <td>21.00</td> </tr> <tr> <td>HMRC</td> <td>BT</td> <td>PAYE Feb 24</td> <td>-----</td> <td></td> <td></td> </tr> <tr> <td>Clerk</td> <td>BT</td> <td>Feb 24 Salary</td> <td>-----</td> <td></td> <td></td> </tr> <tr> <td>NEST</td> <td>DD</td> <td>Feb 24 Pension</td> <td>-----</td> <td></td> <td></td> </tr> <tr> <td>Clerk</td> <td>BT</td> <td>Expenses and homeworking allowance March 24</td> <td>53.60</td> <td></td> <td></td> </tr> <tr> <td>DCK</td> <td>BT</td> <td>Payroll Jan 24</td> <td>36.00</td> <td>6.00</td> <td>30.00</td> </tr> <tr> <td>SSE</td> <td>DD</td> <td>Streetlight electricity Dec and Jan</td> <td>380.02</td> <td>12.30</td> <td>367.72</td> </tr> <tr> <td>Clerk</td> <td>BT</td> <td>Mileage and homeworking allowance</td> <td>61.10</td> <td></td> <td></td> </tr> <tr> <td>Computer Doctors</td> <td>BT</td> <td>Laptop health check and new battery</td> <td>150.00</td> <td>25.00</td> <td>125.00</td> </tr> <tr> <td>DCK</td> <td>BT</td> <td>Payroll Feb 24</td> <td>36.00</td> <td>6.00</td> <td>30.00</td> </tr> <tr> <td>Parish Council Websites</td> <td>BT</td> <td>New website deposit</td> <td>314.58</td> <td>52.43</td> <td>262.15</td> </tr> <tr> <td>P Martin</td> <td>BT</td> <td>Cemetery gratuity</td> <td>100.00</td> <td></td> <td></td> </tr> <tr> <td>Vision ICT</td> <td>BT</td> <td>Website admin</td> <td>92.40</td> <td>15.40</td> <td>77.00</td> </tr> <tr> <td>Clerk</td> <td>BT</td> <td>Reimbursement Microsoft software</td> <td>59.99</td> <td></td> <td></td> </tr> <tr> <td>Wave</td> <td>BT</td> <td>Cemetery water supply</td> <td>19.10</td> <td></td> <td></td> </tr> <tr> <td>Cyan</td> <td>BT</td> <td>Kings Coronation bench</td> <td>639.97</td> <td>106.66</td> <td>533.31</td> </tr> <tr> <td>Vikings direct</td> <td>BT</td> <td>Stationery printer paper, ink</td> <td>58.42</td> <td>9.74</td> <td>48.68</td> </tr> </tbody> </table>	To Whom Paid	Method	Details of Payment	£	VAT	Ex VAT	02	DD	Office phone Feb 24	25.20	4.20	21.00	HMRC	BT	PAYE Feb 24	-----			Clerk	BT	Feb 24 Salary	-----			NEST	DD	Feb 24 Pension	-----			Clerk	BT	Expenses and homeworking allowance March 24	53.60			DCK	BT	Payroll Jan 24	36.00	6.00	30.00	SSE	DD	Streetlight electricity Dec and Jan	380.02	12.30	367.72	Clerk	BT	Mileage and homeworking allowance	61.10			Computer Doctors	BT	Laptop health check and new battery	150.00	25.00	125.00	DCK	BT	Payroll Feb 24	36.00	6.00	30.00	Parish Council Websites	BT	New website deposit	314.58	52.43	262.15	P Martin	BT	Cemetery gratuity	100.00			Vision ICT	BT	Website admin	92.40	15.40	77.00	Clerk	BT	Reimbursement Microsoft software	59.99			Wave	BT	Cemetery water supply	19.10			Cyan	BT	Kings Coronation bench	639.97	106.66	533.31	Vikings direct	BT	Stationery printer paper, ink	58.42	9.74	48.68
To Whom Paid	Method	Details of Payment	£	VAT	Ex VAT																																																																																																								
02	DD	Office phone Feb 24	25.20	4.20	21.00																																																																																																								
HMRC	BT	PAYE Feb 24	-----																																																																																																										
Clerk	BT	Feb 24 Salary	-----																																																																																																										
NEST	DD	Feb 24 Pension	-----																																																																																																										
Clerk	BT	Expenses and homeworking allowance March 24	53.60																																																																																																										
DCK	BT	Payroll Jan 24	36.00	6.00	30.00																																																																																																								
SSE	DD	Streetlight electricity Dec and Jan	380.02	12.30	367.72																																																																																																								
Clerk	BT	Mileage and homeworking allowance	61.10																																																																																																										
Computer Doctors	BT	Laptop health check and new battery	150.00	25.00	125.00																																																																																																								
DCK	BT	Payroll Feb 24	36.00	6.00	30.00																																																																																																								
Parish Council Websites	BT	New website deposit	314.58	52.43	262.15																																																																																																								
P Martin	BT	Cemetery gratuity	100.00																																																																																																										
Vision ICT	BT	Website admin	92.40	15.40	77.00																																																																																																								
Clerk	BT	Reimbursement Microsoft software	59.99																																																																																																										
Wave	BT	Cemetery water supply	19.10																																																																																																										
Cyan	BT	Kings Coronation bench	639.97	106.66	533.31																																																																																																								
Vikings direct	BT	Stationery printer paper, ink	58.42	9.74	48.68																																																																																																								
8.3	<p>Income: Burial: £75.00 Newsletter Income totalling: £223.75</p>																																																																																																												
8.4	<p>Website: Up-date to be received from working party. Council received an up-date that the deposit for new website has been paid so the project is moving forwards. Council RESOLVED to agree a budget of £250 for the working party to get some logo designs.</p>																																																																																																												
8.5	<p>Grant Applications: Council to consider grant applications submitted from the Kilsby Kronicle and local First Responder. Council considered both applications and RESOLVED to grant £250 to EMAS first responder towards her securing her own kit for use when on call volunteering. Council also RESOLVED to grant £400 to Kilsby Kronicle to purchase a laptop and software for newsletter production.</p>																																																																																																												
9	COMMUNITY																																																																																																												
9.1	<p>Future Projects for KPC and Community Green Space working party: Council to receive any up-date and discuss s106 money in relation to a Community Green Space and any other projects in the village. S106 application has been submitted once PC knows the outcome of the application for funds they will be in a better position to negotiate with landowners.</p>																																																																																																												

9.2	Climate Change: Council to receive up-date and make any resolution required. The next meetig is w/c 18 th March. Group has had contact from the proposed local solar farm developer, Volitalia, who have confirmed they will be giving grants of £5,000 for local environmental projects. The group are therefore working towards a proposal to apply for this grant at the end of summer/autumn time when grant will be released. The group is also looking into an air quality monitor for the village. Kilsby youth club have been contacted to hope to engage with the youth of the village and a representative from the youth club hopes to attend the next meeting.				
9.3	Village Litter Pick: Council to discuss village litter picking, and purchasing of equipment. Council discussed the purchasing of equipment that would then be available for local volunteers to borrow. Council considered the quotation and RESOLVED to purchase 10 adult and 10 child kits subject to a co-ordinator in the village being appointed to store the kit and distribute when enquires made. Council informed Murray Uniforms had donated 10 High Vis vests to the Parish Council and the Councillors extended their thanks.				
9.4	D-Day 80: Council to discuss taking part in the D-DAY 80 commemorations, 6 th June 2024. Council discussed different options for commemorating the day in the village. As previously discussed the WI intend to decorate the village with poppies. The PC had tried to source some military vehicles to visit the village but have been informed most owners were taking their vehicles to Normandy for the commemoration. Council thanks Cllr Thompson for making the enquiries. Council RESOLVED to have a remembrance service at the war memorial on the 6 th June at 6pm and lay a wreath. Enquiries to be made to see if the WI would cater for a gathering at the village hall afterwards. A local resident kindly offered his PA system for the event.				
10	HIGHWAYS AND OPEN SPACES				
10.1	To receive any update: <ul style="list-style-type: none"> • Village speeding and speeding limits: Council to discuss up to date position. Cllrs have booked a meeting with WNC Highways to discuss. Report on meeting to be given at the next PC meeting. • New bench: Council to receive up-date. Bench has been ordered and should be delivered in May, it is hoped it will be fitted in the summer. • Repairs to village stiles: Up-date. Stiles have been reported to WNC and the landowner has been contacted. • Grass verges on Daventry Road: Correspondence from resident received regarding damage to verges. Council discussed at length and agreed to raise in the next edition of the KK and also discuss at the meeting with WNC Highways. • Application for yellow lines, Main Road: WNC rejected the application. PC discussed and RESOLVED not to re-submit at this time. • Parking outside school on verges: Resident contacted PC upset at parking outside of school churning up verges. When residents have tried to discuss with drivers often have been subjected to abuse. Council discussed at length and agreed to raise in next edition of KK and also discuss at the meeting with WNC Highways. 				
11	CORRESPONDENCE				
11.1	Correspondence received between 6 th March and 12 th March 2024 to be discussed. <ul style="list-style-type: none"> • WNC Draft Local Plan Settlement Hierarchy consultation: Council considered the completed questionnaire and RESOLVED to submit. • Dog exercise space: Local resident raised the lack of off lead exercise space for dogs in the village. Council agreed for this to be considered if/when s106 application agreed and Ind secured. 				
11.2	Council to set date for Annual Meeting of The Parish in May 2024. Council agreed the date for the Annual Meeting of the Parish as Monday 20th May 2024 at 7pm Kilsby Room, Kilsby Village Hall.				
12	ITEMS FOR NEXT AGENDA				
12.1	Council to discuss items for next agenda. <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">EMAS CPR session</td> <td style="width: 50%;">Trees on verges</td> </tr> <tr> <td>Climate Change meeting update</td> <td>s106 up-date</td> </tr> </table>	EMAS CPR session	Trees on verges	Climate Change meeting update	s106 up-date
EMAS CPR session	Trees on verges				
Climate Change meeting update	s106 up-date				

Closed: 21.13

Next meeting of Kilsby Parish Council will be held in Kilsby Village Hall on Tuesday 16th April 2024 at 7.30pm