

MINUTES OF MEETING of KILSBY PARISH COUNCIL

Held on TUESDAY 5th JUNE 2018 at 7.30pm in Kilsby Village Hall.

PRESENT: Councillor J Fisher, B Gent, D King, T Moore, R Page, C Smedley, L Rochford, S Stainton.
Clerk- Catherine Camp. 0 members of the public

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1	APOLOGIES	
1.1	Apologies were received and accepted from Councillors R Thompson and F Kirtley-Paine.	
1.2	Apologies were received from District Councillor Lomax and PCSO Duncan Cumming.	
2	CO-OPTION to fill CASUAL VACANCIES	
2.1	Two people had expressed interest in being co-opted as Councillors. It was resolved to co-opt Mr Michael Margetts. The Clerk to inform both applicants of the decision.	
3	PUBLIC PARTICIPATION	
3.1.1	A request was received from a resident in Church Walk asking for Kilsby Parish Council to remove ivy from her cob wall.	
3.1.2	It was reported that a resident is allegedly running a Removals business from a property in Smarts Estate. The Clerk was asked to refer this to DDC for further investigation.	
3.1.3	The Waste Bin in the Recreation ground needs to be repaired. To be referred to the Recreation Ground trustees.	
3.1.4	A query was raised regarding recycling boxes. These may be taken to the Recycling Centre if residents no longer require them as the Refuse collection arrangements have changed.	
3.1.5	The Council was made aware of one adverse comment in relation to withdrawal of the parish from the sponsored PCSOs scheme. It had been explained that the decision had been made on financial grounds. Councillors wished to thank PCSOs Conopo and Cummings.	
3.1.6	It was reported that BT coverage in Kilsby is poor and when it goes down it takes a long time for Open-reach to reinstate the phone connection.	
3.1.7	It was reported that a field of Ridge and Furrow behind Rugby Road has been ploughed. Councillor Bob Gent agreed to investigate and report back.	
3.2	Police Report – PCSO Kev Thompson will now provide policing cover for the village of Kilsby. Councillor Tom Moore agreed to check and report on parish crimes on a monthly basis via www.police.uk/northamptonshire/SCT142/crime/	
3.3	District Councillor Lomax was unable to attend the meeting as she has had a hip replacement. I am making excellent progress but I am still unable to sit through even a 2 hour meeting. My thanks to KPC for their kind card.	
	a) DDC is being recommended to agree to the Climate Local Commitment, pledging to set local targets and actions to mitigate and prepare for climate change. DDC is one of only 2 authorities in the county to make this commitment. The other is Corby BC.	
	b) DDC has approved a public consultation on the replacement of the current Public Space Protection Order.	
	c) With the imminent demise of DDC it is difficult to imagine what will happen to any of our current policies after 2019-20.	
3.4	County Councillor M Longley was unable to attend the meeting or provide a report.	
4	DECLARATIONS of INTEREST on the Agenda	
4.1	Declarations of Disclosable Pecuniary or Other Interests – Councillors Stainton and Rochford declared an interest in item 8.6 Grant for Child Tennis Equipment.	
4.2	No written requests for dispensation of DPI has been received.	
5	MINUTES	
5.1	The Full Council minutes of 1 st May 2018 were approved and signed as a correct record.	
5.2	The Planning Committee minutes of 15 th May were approved and signed as a correct record.	

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6	MATTERS ARISING not otherwise on the Agenda for information only	
6.1	<p>The Mental Health Awareness Week held from 14-20th May and organised by Councillor Kirtley-Paine was reviewed. Councillor Fisher reported that the events she had attended were well organised and well attended.</p> <p>It was felt to be a great idea but needed more publicity. Perhaps it should have been delayed until it had been publicised in Kilsby Kronickle however it showed that worthwhile events can be put together very quickly and Cllr Kirtley-Paine was thanked for organising it.</p>	
6.2	<p>Councillor Stainton gave a report on the visit of the Best village competition judges. Judging took place on Tuesday 8th May and results will be published on 16th July. Feedback will be received once the results have been published.</p>	
6.3	<p>A Pathfinder Event to explain flood risk areas of the village will be held on SAT 16 JUNE from 1-3pm in Kilsby Village Hall. Councillor Di King to collect the Village Hall key from "Jaifa House, Rugby Road, Kilsby" and meet the Pathfinder team. This is a drop-in event and Councillors were encouraged to attend.</p>	
6.4	<p>It was noted that a co-ordinator for Speedwatch is needed. There were no volunteers.</p>	
6.5	<p>Councillor Fisher reported that the National Planning Policy Framework redraft has been published. She outlined the changes in particular that even where there is a 5 year housing land supply, if it is not being built out fast enough, there is still considered a shortage in the area and the plan is out of date.</p> <p>Para. 27 specifically says that when formulating strategic matters, there should be engagement with local communities.</p>	
7	PLANNING	
7.1	<i>New Applications - None</i>	
7.2	<i>Decisions awaited</i>	
7.2.1	DA/2017/1268 Construction of dwelling. Rear of 25 Main Road. (re-submission). Refused.	
7.2.2	DA/2017/1115 Watford Gap Farm, Watling Street, Daventry. Conversion of barn to four Dwellings (revised scheme) Decision awaited.	
7.2.3	DA/2018/0360 9 Smarts Estate. First floor side extension. Decision awaited.	
7.2.4	DA/2018/0309 Grafton House, 4 Rugby Road. Construction of garden room. Decision awaited	
7.2.5	DA/2018/0191 Land adj 2, Mount Pleasant Cottages, Watling St. Decision awaited.	
7.2.6	DA/2018/0307 Willow house 24A Rugby Road. Single storey side extension. Decision awaited	
7.2.7	DA/2018/0332 Storage of recyclables and food waste Kilsby Landfill site. Decision awaited.	
7.3.1	<i>Applications determined by DDC</i>	
7.3.1	DA/2018/0188 Jubilee House, 8 Essen Lane, Kilsby. Two storey side extension. Approved.	
7.4	Conservation Area for Kilsby. Further information awaited from Daventry District Council	
8	ACCOUNTS	
8.1	Financial Position at 31 st May 2018 - £ 64,996.87; Bank reconciliation attached.	
8.2	Monies received to 31 May 2018; £22955 precept (50%); £2939.74 VAT refund for Yr 17/18; £170 Advertising;	
8.3	The Asset register to 31 March 2018 was approved.	
8.4	It was resolved to approve and sign the Annual Governance Statement, Section 1 of the Annual Governance and Accountability Return 2017/18 Part 3 for Local Councils and other Smaller Authorities in England.	
8.5	It was resolved to approve and sign the Accounting Statements, Section 2 of the Annual Governance and Accountability return 2017/18 Part 3 for Local Councils, and other Smaller Authorities in England. The Internal Audit report was read to the Council.	
8.6	To consider making a grant towards Children's Tennis Lessons. Councillors Stainton and Rochford declared an interest and left the meeting. It was resolved to provide a grant of £165.99 to be used to purchase equipment for use when delivering Children's Tennis lessons	
8.7	Grantscape Grants funding decisions were reported to the Parish Council.	

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	Councillor Smedley said he was going to ask Grantscape about the procedure for filling the vacant trustee space on the grants panel.			
8.8	To consider printing more copies of Kilsby NDP 20@£227; 30@ £260; 40 @ £289; 50@ £315 It was decided not to pay to print further copies since the document is available on line.			
8.9	Calor Rural Community Fund bids have been input by Kilsby School and Church. Councillor Stainton urged Councillors to log on and bid for the projects.			
8.10	Councillor Page reported that all payments had been checked against invoice and it was resolved to make the payments set out below:- (JF and RP to authorise on line payments.)			
Payee	Chq No.	Details	£	Power to pay
NEST Pension	D/D	Pension 1 to 31 MAY 18	39.80	LGA(1972) s112
Catherine Camp	BP0332	Clerks Salary	689.12	LGA(1972) s112
HMR & C	BP0333	Tax and NI	221.65	LGA(1972) s112
Catherine Camp	BP0334	Clerks Expenses	54.13	LGA (1972)s111
Krishna Enterprises	BP0335	Kronickle Printing 11694	410.00	LGA (1972)s142
S Hartwell	BP0336	Mowing Invoice 680	210.00	Open spaces Act 1906
S Hartwell	BP0337	Mowing Invoice 689	210.00	Open spaces Act 1906
S Hartwell	BP0338	Mowing Invoice 693	210.00	Open spaces Act 1906
SLCC Enterprises Ltd	BP0339	Job Advert	246.00	LGA(1972) s112
Groundscape	BP0340	Mowing Invoice 070	570.00	HA (1980) s96
Groundscape	BP0341	Mowing Invoice 076	570.00	HA (1980) s96
Zurich	BP0342	Annual Insurance Premium	364.92	LGA 1972 s140
Claire Griffin	300133	Youth Worker Jan-Mar 18	435.00	LG(MP)A 1976 s19/1
Sarah Stainton	BP0343	Grant for Tennis Equipment	165.99	LG(MP)A 1976
9	POLICING			
	Following the decision by Kilsby Parish Council to withdraw from the sponsored PCSO scheme since Kilsby believe they will receive a high standard of policing from the Neighbourhood Beat Team, without additional coast. The monies released will be channelled into other initiatives that will strengthen the weave of the social fabric of Kilsby in a tangible and effective way. It was resolved to write and thank PCSOs Conopo and Cumming for their work in Kilsby.			
10	HIGHWAYS / ENVIRONMENTAL ISSUES			
10.1	To consider whether to pursue reinstatement of footpath EW11 adjacent to Stephenson's Court. Permission has been obtained from Futures Housing for a permissive Right of Way to link EW11 and Devon Ox Road. It was agreed to contact Mr Humphreys the landowner to gain permission to put in a stile and create a permissive right of way. It was noted that the stile at the other end of EW11 requires repair. To be reported to NCC			
10.2	Flood Awareness SAT 16 JUNE 1 – 3pm Kilsby Village Hall Results of Kilsby flood survey.			
10.3	Parish and Town Council Meeting Thurs 14 June 6.30pm - Jenny fisher to attend.			
10.4	Junction 18 Liaison forum 10am FRI 8 th June. Venue to be confirmed. Clerk to attend.			
10.5	Report on Mowing – Councillor Thompson reported that the contractors are now fulfilling the terms of the contract. Quotes for removal of branches on A5, A361 and Arnills Way required. It was noted that thick rows of grass are being left in the Recreation Ground. The Clerk pointed out that the Contractor is not being paid to remove clippings and in wet weather this is inevitable. The complaint to be referred to the Recreation Ground trustees.			
10.6	To note a complaint regarding the location of Dog Waste Bin, Watling Street. Kilsby Parish Council decided to take no further action since it is not possible to set the bin in the verge due to underground utilities in this location.			
10.7	Community Governance Review. KPC did not wish to alter the number of Councillors.			
10.8	CPRE Planning Roadshow Gt Houghton Village Hall 7pm Thurs 7 th June. This was noted. No Councillor wished to attend.			

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10.9	Womans Cycle Tour 14 th June in Daventry. Cllr Stainton to put a link on facebook with details of the tour route.	
10.10	Good Neighbour Scheme. Councillor Moore agreed to liaise with Northants ACRE to produce a survey asking residents what services they need. Funding to be sought from DDC.	
10.11	It was agreed not to relocate the Parish Notice Board to the Red Lion site at present.	
10.12	Parish Tree Survey – It was agreed to defer carrying out a parish tree survey until DDC has decided whether the parish will be granted Conservation Areas.	
11	STAFFING MATTERS	
11.1	Councillors Smedley, Moore and King had advertised the Parish Clerk vacancy both nationally on the SLCC website, and through Northants CALC. Following interview the staffing group recommended that Clare Valentine be appointed to the position of Parish Clerk and RFO It was reported that satisfactory references have been obtained. It was resolved to appoint Clare Valentine as Kilsby Parish Clerk and RFO commencing on Monday 25 th June 2018. It was agreed that the current Clerk would finish work on 30 th June to allow a handover period, and for the current Clerk to help the new Clerk with the Agenda.	
11.2	Clare Valentine has indicated that she is prepared to obtain the Certificate in Local Council Administration. Kilsby Parish Council agreed to fund all relevant training, but will require a commitment from Ms Valentine that she will continue to work for Kilsby following qualification for a period of time. (to be mutually agreed). Should she resign from the role before completing the agreed period of service, she will be required to refund a percentage of the training costs.	
11.3	The Council agreed that it should provide a mobile phone so that the Council has a dedicated phone number. It was resolved to ask Clare Valentine to investigate suitable mobile phone contracts. Cllr Kings husband will be asked to recommend a suitable network provider.	
11.4	The Chairman gave a vote of thanks to Catherine Camp for all her help to Kilsby and the Parish Council during the 10 years she has worked as Kilsby Parish Clerk and RFO. The Parish Council presented the retiring clerk with a rose bush.	
12	ITEMS FOR NEXT AGENDA	
	To approve purchase of Litter Bins for Smarts Estate/Manor Road, Independent Street and on Main Road outside the entrance to the Red Lion Car Park.	

Meeting closed at 22.00

Next full meeting of the Parish Council will take place on Tuesday 3rd July 2018 at 7.30pm.

The next Parish Council meeting will be clerked by the new Clerk Ms Clare Valentine

PLEASE NOTE: Whilst every attempt has been made to ensure the accuracy of these Minutes they are still subject to confirmation at the next meeting of the Parish Council and as such cannot be construed as the official record of this meeting until signed by the Chairman.

Signed..... Date18