

MINUTES OF MEETING of KILSBY PARISH COUNCIL

Held on TUESDAY 2nd October, 2018 at 7.30pm in Kilsby Village Hall.

PRESENT: Councillors J Fisher, R Thompson, T Moore, L Rochford, R Page, S Stainton, D King, M Margetts. District Councillor C Lomax.

Clerk: Clare E Valentine.

Page 195		<u>ACTION</u>
1	ELECTION OF CHAIRMAN	
1.1	It was RESOLVED to elect Councillor Jenny Fisher as Chairman of the Parish Council.	
2	DECLARATION OF ACCEPTANCE OF OFFICE	
2.1	Councillor Fisher signed the declaration of acceptance of office of Chairman.	
3	ELECTION OF VICE-CHAIRMAN	
3.1	No Councillors present at the meeting wished to stand as Vice-Chairman. This will need to be revisited.	
4	APOLOGIES	
1.1	Apologies were received and accepted from Councillors Francesca Kirtley-Paine and Bob Gent.	
5	PUBLIC PARTICIPATION	
5.1	No Parishioners present	
5.2	Report from District Councillor Lomax. The Government reorganisation is a local issue at DDC. Last month Cllr Lomax reported DDC availability of money. Daventry wish to build a new cinema by next April and move new library into North Street which will plan to have additional amenities. County Council funds will be reviewed by district boroughs and taxes collected that are passed to services such as Police will now be called upon. Daventry has funds, the Borough is working with the County Council looking at increasing Council Tax collection rates and single person discounts. They are also reviewing 30% reduction in Council agency workforce and increasing agency conversions to staff. There is a 2019-2020 review on learning disability services. Transport budget and Waste Collection Services are also being reviewed.	
6	DECLARATIONS of INTEREST on the Agenda	
6.1	Declarations of Disclosable Pecuniary or Other Interests – None received.	
6.2	No written requests for dispensation of DPI have been received.	
7	MINUTES	
7.1	The Full Council minutes of 4 th September, 2018 were approved and signed as a correct record with the following amendment: 8.2 Policing costs £18 Million pa.	
8	MATTERS ARISING not otherwise on the Agenda for information only	
8.1	Clerk reported the following accounting errors have been identified and corrected 24th September 2018. 30.04.18 Nest direct debit £38.39 removed. 01.05.18 £2.70 VAT missing from Earth Anchors BP0327 added, 30.06.18 Nest Payment £39.80 removed. June VAT £1115.16 incorrect figure corrected to £737.86. Figures raised to Cllr Page for review and corrected. Agreed by RFO/Clerk. September References BP0358 to 364 should have read BP0367 to BP0373 to follow in sequence. Clerk Expenses error in August overpayment of £99.20 corrected in September's Clerk Expenses. Income for Kilsby Kronickle is being reviewed for all outstanding invoices and monies owed.	
8.1.1	Highways have investigated the bus stop at Malt Mill (village green side) with regard to raising the curb/pavement. They have agreed that work is required. This will be undertaken at such time as funds become available - it is on the Highways log of sites requiring such work.	
8.2.1	Daventry calling Magazine deadline is 15 th October for information to go into the Nov/ issue.	
8.2.2	A resident reported problem with repeated HGV parking in layby by Cemetery. This matter was passed to Highways England for investigation as unfortunately not controlled by Parish Council or Highways Northampton.	
8.4	Damaged Give Way sign A361 requires electrical repair and gateway sign all being attended to by Northampton Highways.	
8.5	Matters arising brought to meeting will be on the next agenda for discussion and decision.	

		PAGE 196	ACTION
9	GENERAL MATTERS		
9.1	It was RESOLVED Councillor Page, Moore and Stainton would be assigned S106 to their responsibilities and form a working party. Clerk to action history on S106. It was RESOLVED to review the remainder responsibilities when a new Councillor is appointed.		
9.2	It was RESOLVED not to take on the Devon Ox grit bin. It was RESOLVED for the Clerk to ask The Winter Maintenance Team if KPC can pay them to maintain the Manor Road grit bin. The Clerk has advised KPC that NCALC are looking into the legalities of Parish Councils maintaining grit bins. Cllr Stainton Has notified the school regarding the grit bin in Manor Road. To be added to the Asset Register once the grit bin ownership is confirmed.		
9.3	It was RESOLVED that the WW1 Memorial Bench will sited on Devon Ox Village Green by the Christmas Tree. It was RESOLVED to ask S Hartwell to quote for collecting the bench from DDC and install in time for Remembrance Day. Clerk to check cost from another village bench installation previously and proceed within this estimate. Councillors R Page and R Thompson to advise correct position bench at location. It was also RESOLVED to look into arranging for memorial wreath for Cllr Rochford to lay on behalf of KPC.		
9.4	DDC have advised 2 outstanding bins are on order and should be installed within the next two weeks. Smarts Estate bin has already been replaced. It was RESOLVED for the Clerk to investigate the possibility of a Poppy litter bin (consideration for the use of the £250.00 from Best Village Competition).		
9.5	It was RESOLVED to adopt the new Privacy GDPR Data Protection Act 2018 policy.		
9.6	It was reported from the village Hall that youths has been on roof of the Village Hall during a Youth Club meeting. It is not known if the youths were members of the club. It was RESOLVED that the matter is being looked into, and Councillor L Rochford is also planning to visit the club.		
9.7	It was RESOLVED for the Clerk to notify West Haddon that KPC is happy to hear what West Haddon Parish Council has to discuss with regards to reductions in council services and Councillor D King will represent KPC at a meeting.		
9.8	It was RESOLVED that KPC have nothing to add to the GA2005 Consultation on Statement of Principles- Gambling Act 2005 (three yearly review).		
10	PLANNING		
10.1	<i>New applications awaiting decision</i>		
10.1.1	DA/2018/0529 Cedar Barn, Watling Street, Kilsby, Northamptonshire, CV23 8UW. Change existing agricultural land to domestic use, proposed garage unit to be erected upon proposal site. Note: Kilsby Parish Council has no objection logged from the previous KPC meeting.		
10.2	<i>Appeals</i>		
10.2.1	DA/2017/1268 Iverley Lodge 25, Main Road, Kilsby, Northamptonshire, CV23 8XR. Construction of detached dwelling and garage (resubmission) The Council responded to the Inspectorate.		
10.3	It was RESOLVED for Councillor J Fisher to draft a response regarding Kilsby Conservation Area for Clerk submission requesting DDC do make contact with households affected as reported. Also to note the map goes beyond Kilsby Hall and covers part of the car park for Kilsby C of E Primary School and it was felt there is no reason for this. Deadline for responses is Monday 15 th October, 2018 1700 hrs.		
10.4	It was RESOLVED that KPC are happy to have a meeting with Yelvertoft and Lilbourne Regarding Community Governance Review and also oppose Crick's Boundary request. Clerk to obtain copy of Yelvertoft flyer and communicate this to the neighbouring parishes, Councillor Fisher offered to adapt for Kilsby with a view to circulating around every household. Also consider Posters for the village. Councillor T Moore requested we notify DDC that Kilsby is a diverse community and not everyone is online to make comments and ask if a petition somewhere like the shop is possible. Cllr L Rochford to liaise with shop to see if it is possible. It was RESOLVED a budget in the region of £100 should be sufficient to purchase the flyers. We have been informed there are no S106 or CIL payments due from the DIRFT development, this does not include any grants.		
10.5	Local Plan Consultation circulated with Council. Deadline 5 th October 2018 16.30 It was RESOLVED to respond to the consultation and ask for consideration of a green wedge between borders of neighbouring areas to Kilsby and their developments.		

PAGE 197			ACTION		
10.6	It was RESOLVED that the S106 working group would look at contacting local groups and encourage ideas to apply and secure S106 funding. More information on the application process and proposals is required, and understand how to apply and what forms are needed. Clerk to support project and also provide information and history on the project.				
11	ACCOUNTS				
11.1	Financial Position at 24 th September, 2018 £53,062.86.				
11.2	Monies received from 1 st September to the 24 th September, 2018, £4.50 Advertising, £460.00 Chq Cemetery Fees (Chq £3.61 Wayleave Western Power is banked not yet processed).				
11.3	It was RESOLVED to approve Unity Bank access for Councillor Michael Margetts for the purpose of viewing Parish Council accounts and authorising transactions for payment.				
11.4	It was RESOLVED to make payments as itemised below:-				
	Payee	Chq No.	Details	£	Power to pay
	ICO	D/D	ICO Data Protection Fee	35.00	LGA(1972) s112
	NEST Pension	D/D	Pension 1 st September to 30 th September, 2018	43.92	LGA(1972) s112
	Clare Valentine	BP0374	Clerk's Salary	938.70	LGA(1972) s112
	HMR & C	BP0375	Tax and NI	76.41	LGA(1972) s112
	Clare Valentine	BP0376	Clerk's Expenses	1.86	LGA(1972) s111
	Northants CALC	BP0377	Cllr/Clerk Training Inv 7195	36.00	LGA (1792) S111
	S Hartwell Mowing	BP0378	S Hartwell Inv 725	210.00	Open spaces Act 1906
	Groundscape	BP0379	Mowing Inv-0133	612.00	Open spaces Act 1906
	Anglian Water Business	BP0380	Standpipe cemetery	13.05	Cemetery Act 1906
	PKF Littlejohn	BP0381	Annual Audit	360.00	
	R Thompson	300137	Travel expenses	16.20	LGA (1972) s111
11.5	It was RESOLVED to approve the External Auditor AGAR report for Chairman and Clerk and the documents were signed accordingly. Audit Information is displayed on our Website and Notice Board.				
12	POLICING				
12.1	Report from Councillor Moore Daventry Rural policing area reported 772 crimes in July 2018, of these two were in Kilsby within the village boundary. The crimes have been recorded as anti-social behaviour and a violence and sexual offence. It is not clear yet if these were linked or part of the report from June. The recent burglary will not appear on the Rural Crime reporting figures as the most recent information available is July 2018. In comparison there 10 crimes have been recorded in Crick, 1 in Barby, 1 Yelvertoft and 4 in Lilbourne. <i>(Call 101 if you need to talk to your local police officer, get crime prevention advice, or report a crime that does not need an emergency response. Dial 999 in the event of an Emergency).</i>				
13	HIGHWAYS / ENVIRONMENTAL ISSUES				
13.1	It was RESOLVED to revisit the Pathfinder event and confirm Parish Council presence when a date is confirmed for the presentation evening. The Kilsby flood walk confirmed 1 st November 2018 at 09.30 hrs and Cllr R Thompson has offered to attend.				
13.2	It was RESOLVED to proceed with the Groundscape quote of £70.00 for the removal of hawthorn and pruning of whitebeam in Devon Ox. Clerk requested quote in writing as verbal quote only received by Cllr R Thompson.				
13.4	The three stiles along the Public Footpath to Crick (high or loose) have been reported to DDC Footpaths for investigation but have no update. Councillor B Gent had reported to Street Doctor. It was RESOLVED to progress this and also contact field owner to understand if they need to repair.				
13.5	It was RESOLVED to allow for an additional mow outside the mowing season as last year it was brought to the Councils attention a cut was needed November time to keep green areas tidy over winter.				

		Page 198	ACTION
14	COMMUNITY ENGAGEMENT		
14.1	It was RESOLVED KPC would look at contacting local groups and notify money available for community grant projects. Looking at applications and also S106 project and Heritage Boards. Clerk to circulate submission dates and information.		
14.2	It was RESOLVED Cllr R Thompson will coordinate the Heritage Board project. Clerk has contacted Avant and will pursue. Cllr Thompson has requested history on project from Clerk, and KPC to obtain fresh quotes for the Heritage boards.		
14.3	It was RESOLVED to continue to advertise for vacancies for Flood Warden, Speedwatch Co-ordinator and Secretary/Treasurer to the Recreation Ground. It was also agreed to contact the Kilsby C of E Primary School in regard to the Recreation Ground Role.		
14.4	Councillor T Moore reported that the Good Neighbourhood Scheme meeting went well and interestingly Crick took two years to launch a similar scheme so such projects take time and a meeting now needs to be arranged regarding the survey.		
15	CORRESPONDENCE		
15.1	It was RESOLVED that the communication strategy plan would be reviewed at the next KPC meeting		
16	ITEMS FOR NEXT AGENDA		
16.1	Look at uses for the £250.00 for Best Village Competition, Poppy Bins as an idea.		
16.2	To fill Councillor vacancy.		
16.3	Agree finance Budget meeting		

Councillors King, Stainton and Rochford left meeting at Item 13.2 at 22.06 hrs. It was agreed by remaining Councillors to continue with the meeting.
Meeting closed at 22.19.

Next full meeting of the Parish Council will take place on Tuesday 6th November, 2018 at 7.30pm.

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