

MINUTES OF MEETING of KILSBY PARISH COUNCIL

Held on TUESDAY 8th January, 2019 at 7.30pm in Kilsby Village Hall.

PRESENT: Councillors J Fisher, B Gent, R Thompson, R Page, M Margetts.

District Councillor C Lomax.

Clerk: Clare E Valentine.

| | | Page 207 | <u>ACTION</u> |
|----------|--|----------|---------------|
| 1 | APOLOGIES | | |
| 1.1 | Apologies were received and accepted from Councillors D King, L Rochford, S Stainton, R Nicholls, Councillor Kirtley-Paine (not present) submitted her resignation to the Chairman Councillor J Fisher prior to the meeting and this has been accepted. The Council wish to thank Councillor Kirtley- Paine for her time with the Parish Council. | | |
| 2 | PUBLIC PARTICIPATION | | |
| 2.1 | <p>Two Parishioners have an interest in setting up a Good Neighbourhood scheme but are interested in finding out what the Parish Council are already doing in this area in order to avoid duplication. The volunteers have knowledge and experience of the services and benefits a scheme could bring to the village and are interested in sharing contacts and information with the Parish Council.</p> <p>Two Welcome Pack representatives also attended the meeting to discuss the concept of the Welcome Pack Scheme. Residents are not always coming forward to collect new neighbours welcome packs under the current arrangement so to put copies in the village shop as a collection point for neighbours to pick up a pack from, has been agreed. (Only two copies at a time will be held in the shop as some pack information is quickly out of date). However, to keep faith with the original idea of the scheme the parishioners would still prefer neighbour involvement and for new residents to always be identified. To achieve this they would like to suggest the Kilsby Kronickle advertises for a number of Champions throughout the village, who would advise when new people move in. Introducing this change to the Welcome Pack scheme could be put forward as an improvement for the village if Kilsby again enters the Best Village Competition.</p> | | |
| 2.2 | <p>District Councillor Catherine Lomax report:</p> <p>The formal consultation on the proposal that Northamptonshire's local authorities should be reorganised into two Unitaries has begun and closes on 25 January. The Secretary of State invites views from "all principal councils in Northamptonshire... [And] neighbouring principal authorities, and "local stakeholders and partners". He would also welcome views from any interested persons. Do make your views known.</p> <p>A joint submission calling for a three unitary solution (with Northampton forming the third unitary on its own) is being organised on a cross-party requesting PC member's signature.</p> <p>There is a stated wish to provide a legacy for the district after Daventry District Council disappears in 2020, and some of the considerable sums approved are intended to be covered by CIL payments. It may well be that the developments which it is hoped will produce these CIL (planning obligation) payments will not come to fruition within the timescale available, and therefore not all these projects will be realised.</p> <p>Badby, Guilsborough and Welton's Neighbourhood Plans proceed to referenda in January. Maidwell with Draughton's Neighbourhood Plan has reached public consultation stage. Conservation area appraisals for Braunston and Kilsby have been approved and go forward to the next stage before final confirmation. The long-awaited Settlements and Countryside Local Plan been approved by Council and has been formally submitted for Examination, which will take place early in 2019. The working group looking at possible changes to parish boundaries (of which I am a member) met last month. You will be pleased to know that the recommendation is not to proceed with Crick's request to enlarge its boundaries at the expense of Kilsby and Lilbourne. There will be further consultation on the working group's recommendations. Following concerns expressed by Councillors amendments are being proposed to criteria and scoring matrix for community grants. I will give more details in due course.</p> | | |
| 3 | DECLARATIONS of INTEREST on the Agenda | | |
| 3.1 | Declarations of Disclosable Pecuniary or Other Interests. Cllr Thompson advised of interests in item 7.1.1. | | |
| 3.2 | No written requests for dispensation of DPI have been received. | | |
| 4 | MINUTES | | |
| 4.1 | The Full Council minutes of 4 th December 2018 were approved and signed as a correct record. | | |
| 5 | MATTERS ARISING not otherwise on the Agenda for information only | | |
| 5.1 | Clerk's Report (no decisions to be made under Agenda Item 6) | | |

| | Page 208 | ACTION |
|---|--|--------|
| 5.1.1 | The Clerk reported an update on the Parish Council Notice Board which is in need of replacement. The board is no longer water tight and the weather has corroded the inside of the board and the green product inside has perished to such an extent that notices are no longer staying in place and have large stains and are damp. The notice board material substance changes consistency from dry crumbly in warm weather to sticky and leaking through notices in the winter. The green sticky substance in the notice board marks clothing, hands, paperwork and is coming away from the notice board. It prevents some of the locks from working. This is on 2019-2020 budget but it is reported as a problem & Clerk to obtain quotations. | |
| 5.2 | It was reported that we have one Councillor Vacancy for Co-option and Cllr Kirtley-Paine's resignation will be advised to DDC and a request made for a casual vacancy. | |
| To note: Agenda Items 10 and 12.1 were brought forward (prior to Item 6) for discussion as authorised by the Chairman and agreed by the Council & due to Parishioners present. | | |
| 6 | GENERAL MATTERS | |
| 6.1 | It was RESOLVED to ask if the Village Hall would be willing to advertise the grant flyer and Cllr Page suggested that the Community Benefit Fund for Crick and Kilsby could be used for the important equipment repair/maintenance required at the Recreation Ground. The closing date is Wednesday 21st March, 2019. Councillors received copies of the flyer for village circulation. | |
| 6.2 | It was RESOLVED to discontinue the services of the Youth Club Contractor from immediate effect having still received no response and requested information. It was RESOLVED to approve the request to form a new Youth Club (with NAYC support) following last meeting and to seek volunteers to set up the club. | |
| 6.3 | Cllr R Page reported no further S106 project progress (due to Christmas) but aware that Cllr Stainton plans to speak with DDC to see if the various ideas fit within the s106 framework. The Village Hall are able to bid for s106 funding themselves and we are both keen to work together and co-ordinate plans. Cllr Fisher to attend the Village Hall AGM next week and will ask for it to be included in their agenda. The PC need to co-ordinate with all village applicants as we need to understand and have an overview of the total funds available. | |
| 6.4 | It was RESOLVED to ask the Best Village Competition organisers in the village to decide how to the competition winnings of £250.00 should be spent. Cllr Stainton is one of the organisers for the Clerk to notify. | |
| 6.5 | A further request has been made to replace the missing bin and base at the Recreation Ground with DDC/Norse. Norse to advise the Clerk. This is a matter for Recreation Ground Trustees but as it has been pursued by PC it was RESOLVED to continue to do so. | |
| 6.6 | To note the Clerk has looked into the matter of the Roundabout advertising and invoiced the current advertiser for 2018/2019 (up to Nov 19) of which the understanding it is that it will be the fifth year when this maybe renewed or re-tendered if wished. It was RESOLVED to note this as a reminder for Nov 19. | |
| 6.7 | It was RESOLVED to share information of The Ministry of Housing, Communities and Local Government (MHCLG) new Pocket Parks Plus Scheme with Kilsby Poor Land's Charity. Deadline 5pm: 25 th January, 2019. | |
| 6.8 | It was RESOLVED for new Councillors to attend Off to a Flying Start either February or next available course with NCalc as they join the PC. Cemetery/Burial Courses for Clerk to be revisited. | |
| 6.9 | It was RESOLVED to report the following: Request for contributions towards the website about the village including photos and volunteer to assist with updating website. Update of Councillors responsibilities and Councillor Vacancies/ Resignations. Irresponsible parking in the village following a number of complaints received. Overgrown hedge along the A5 towards DIRFT on the left hand side reported to Highways. Budget approval for 2019/2020 Precept. WW1 Memorial Bench sited. New Flood Wardens and Pathfinder Grant. | |
| 7 | PLANNING | |
| 7.1 | <i>New Applications</i> | |
| 7.1.1 | DA/2018/1057 19, Manor Road, Kilsby, Northamptonshire, CV23 8XS. Single storey front, side and rear Extensions. It was RESOLVED to support the application in principle, however we would like to know that there is sufficient provision of off street parking on site to allow for the increase in the size of the property. Comments 09.01.19. | |
| 7.1.1.1 | DA/2018/1118 6 No. single free standing internally illuminated monolith signs, DIRFT, Kilsby, Northamptonshire. It was RESOLVED to approve with no comment. | |
| 7.2 | Awaiting Decision | |
| 7.2.1 | DA/2018/1020 Work to tree subject of Tree Preservation Order DA 23. 3, Independent Street, Kilsby, Northamptonshire, CV23 8XL. No comment 07.12.18 | |
| 7.3 | <i>Approved</i> | |
| 7.3.1 | 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. a re-consultation regarding proposed amendments to the above application. Kilsby Parish Council previously provided comments (05/09/2018) Approved 13.12.18. | |

| | | Page 209 | ACTION | | |
|-----------|--|----------------|--|----------|----------------------|
| 8 | ACCOUNTS | | | | |
| 8.1 | Financial Position at 30th December, 2018. £69,862.66 Monies received: £1172.25 | | | | |
| 8.2 | It was RESOLVED to approve the renewal of E.ON following notification of price increase from 21.01.19. 17.900p per kWh to 22.100p per kWh. | | | | |
| 8.3 | It was RESOLVED to approve 2019/2020 salary scale increase (as advised per NCALC 3.91%) from April 2019. It was Resolved to agree the minimum 3% pension contribution rate. | | | | |
| 8.4 | It was noted Kilsby Village Hall are increasing room hire by fifty pence per hour from January 2019. | | | | |
| 8.5 | It was RESOLVED to approve Northamptonshire Highways urban Grass Mowing 2019 agreement received for the sum of £1012.89 for 2019 Season. To note: The grant available to parishes entering into the 136 mowing agreement during 2019 will be the same as the grant for 2018. Signed by the Chairman. | | | | |
| 8.6 | It was RESOLVED to approve payments as itemised below:- | | | | |
| | Payee | Chq No. | Details | £ | Power to pay |
| | NEST Pension | D/D | Pension 1 st December to 31st December 2018 | 43.54 | LGA(1972) s112 |
| | Clare Valentine | BP0408 | Clerks Salary | 931.27 | LGA(1972) s112 |
| | HMR & C | BP0409 | Tax and NI | 74.18 | LGA(1972) s112 |
| | Clare Valentine | BP0410 | Clerks Expenses | 45.06 | LGA (1972)s111 |
| | Wave | BP0411 | Standpipe At Cemetery | £13.32 | Cemetery Act 1906 |
| | The Community Heartbeat Trust | BP0412 | Defibrillator Pads Inv 3174 | £50.40 | LGA (1972) s226 |
| | E.ON Energy Solutions LTD | BP0413 | Street Lighting Maintenance Inv. 087773 | £24.30 | HA (1980) s301 |
| | Groundscape | BP0414 | Cutting back Devon Ox Tree | £84.00 | Open Spaces Act 1906 |
| | Groundscape | BP0415 | Hedge A5 & Part of Work to roundabout | £378.00 | Open Spaces Act 1906 |
| | Krishna Enterprises | BP0416 | KK Printing Inv 00012100 | £485.00 | LGA (1972) s142 |
| 9 | BUDGET 2019/2020 | | | | |
| 9.1 | It was RESOLVED to approve the budget and precept level for year commencing 1 April 2019. £46,830.00. 2% increase 2019/2020. Finance and Budget meeting was held on December 19 th , 2018. | | | | |
| 10 | GOOD NEIGHBOURHOOD SCHEME | | | | |
| 10.1 | Two of the Councillors that were leading the scheme set-up are no longer with the Council. Clerk to share information PC has on the scheme so far with Parishioners who have volunteered to help. The offer of help is greatly received and it was RESOLVED to continue the project and support volunteers wishing to take this forward. | | | | |
| 11 | HIGHWAYS / ENVIRONMENTAL ISSUES | | | | |
| 11.1 | This matter has been reported to Highways England as part of the A5 Truck Road for assistance and we await their response. (difficulty walking from Kilsby towards the first layby bordering the A5 on the left hand side) | | | | |
| 11.2 | It was RESOLVED to follow up this matter again as requested repairs have not yet been made. Three stiles along the Public Footpath to Crick (high or loose). | | | | |
| 11.3 | It was RESOLVED for Cllrs Fisher and Thompson to first complete a tree survey on foot of the village and planters to determine and update PC data. It was authorised to obtain of quotations for village tree inspections. | | | | |
| 11.4 | It was RESOLVED to encompass the request to investigate the height of the hedges in Butts Lane as part of item 11.3. The lane is very overgrown and the hedges are at least 30ft tall. Further investigation as to who is the owner is required. To consider request to investigate height of hedges in Butt's Lane. | | | | |
| 11.5 | It was RESOLVED to mention parking safely and responsibly in the Kilsby Kronickle. PSCO has responded to the Council. Noted again the Primary School have been updated. If further responses we will re-visit again. | | | | |
| 11.6 | Cllr Fisher and Cllr Thompson have been working on the Pathfinder II Project. Planning to apply for grant (deadline 31 March 2019). Cllr Fisher to work with the two new Flood Warden volunteers and Pathfinder to create an emergency plan which is a form of contact list and risk assessment, then once completed this is part of the qualification process to apply for the grant monies. Due to the Deadline need to apply 1 st March. Information of the grant for the whole village to go in the Kilsby Kronickle. Pathfinder suggest that it could be spent i.e. 50/50 ditch clearance and households. Application details need to be prepared quickly as short window. | | | | |
| 11.7 | It was RESOLVED to not pursue EW11 at the present time due to cost and lack of use. | | | | |

| | | Page 210 | <u>ACTION</u> |
|--|--|----------|---------------|
| 12 | COMMUNITY ENGAGEMENT | | |
| 12.1 | It was Resolved to approve the advertising of the Welcome Pack Champions To discuss and agree a new working method for new residents to receive their Welcome Packs. To review and approve Welcome Pack expenses and the budget proposal for 2019/2020. | | |
| 12.2 | It was RESOLVED to ask S106 contact at DDC if this project meets the criteria and pursue Avant Homes offer to contribute. It was Resolved to obtain three quotations of presentation boards and look at installation costs. Clerk to share information with Cllr Thompson. | | |
| 13 | CEMETERY | | |
| 13.1 | Cllr Thompson is assisting with the Cemetery. It was RESOLVED to ask a local mowing contractor to quote for completing a weekly maintenance check at the cemetery no more than 1 hour, and separately for a general tidy and spring maintenance, seed, prune, level graves etc. Brown bin to be replaced this week by Norse. Cllr Thompson to mark the bins as property of the PC/Cemetery. | | |
| 14 | ITEMS FOR NEXT AGENDA | | |
| The next full Parish Council meeting will take place TUESDAY 5th February, 2019. | | | |

22.00 It was resolved to continue the meeting at Item no. 11.6

Meeting closed at 22.22

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..... Date19