

MINUTES OF MEETING of KILSBY PARISH COUNCIL

Held on TUESDAY 5th February, 2019 at 7.30pm in Kilsby Village Hall.

PRESENT: Councillors J Fisher, B Gent, R Thompson, R Page, M Margetts, L Rochford, S Stainton.
District Councillor C Lomax.

Clerk: Clare E Valentine.

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1	APOLOGIES		
1.1	Apologies were received and accepted from Councillor R Nicholls.		
2	PUBLIC PARTICIPATION		
2.1	<p>A Resident having read the Kilsby Kronickle PC report about irresponsible parking confirmed the parking issue in the village is a problem and the hazard of some of the parked cars and reduced visibility. The resident advised of a family member's near miss whilst driving. This is a number of routes and named roads throughout the village where cars have parked irresponsibly near junctions, over paths, also damaging footpaths. A high volume of cars parked roadside appears to be linked to a residential property in the village and this is felt as contributing to the parking problem and the Resident has asked if the PC are able to write to the people concerned. It was also asked if it was possible for KPC to put notices on cars within the village that are considered parked illegally. The irresponsible parking was confirmed as a concern by several members of the public who attended and separately of the residence mentioned.</p> <p>Three Residents provided a report in support of the planning application DA/2019/0026 Construction of wooden outbuilding for use as shed (retrospective). Grestun House 16, Rugby Road, Kilsby, Northamptonshire, CV23 8XX. The Residents briefed the PC on the application and the letters of support. Two further residents attended to support the application.</p>		
2.2	<p>District Councillor Catherine Lomax report: My latest report can be found in the most recent Kilsby Kronickle. Members and Senior Officers report about 2020 unitary and council changes. There is new play equipment for the country park. The District Council is hoping to retain the green flag award, which is a national environmental accreditation scheme. A business plan with financial support is in place going forward for approval on Thursday 7th February for a reach for health rehabilitation gym.</p>		
3	DECLARATIONS of INTEREST on the Agenda		
3.1	Declarations of Disclosable Pecuniary or Other Interests. Cllr Thompson advised of interests in item 7.2.2		
3.2	No written requests for dispensation of DPI have been received.		
4	MINUTES		
4.1	The Full Council minutes of 8 th January, 2018 were approved and signed as a correct record.		
5	MATTERS ARISING not otherwise on the Agenda for information only		
5.1	<p>Cllr Nicholls Parish Council email address is live. Our mowing contractors have been sent copies of the latest NCC Northamptonshire Highways Urban Grass Mowing Specification and guidance. We have been asked to note the changes to PPE and traffic management. Clerk is to attend End of year Audit Training with NCCALC tomorrow on 6th February. Daventry Norse are investigating the Kilsby laybys going north on the A5 outside Kilsby village. It has been reported that the replacement cemetery brown bin appears to have not been delivered, Clerk to follow up Norse. No volunteers have come forward to offer help with the website, and we would still like information about Kilsby for the website.</p>		
5.2	<p>It was again confirmed we have three vacant seats and we are permitted to co-opt two Councillors, the third is still advertised as a Casual Vacancy and we await update from DDC when the 14 days is up. We have yet to receive applications however two people have expressed their interest.</p>		
6	GENERAL MATTERS		
6.1	<p>The Recreation Ground are preparing quotes for wet pour (ground repair) and repairs to the wendy house for their next meeting. It was RESOLVED the Parish Council do not need to do anything for the Recreation Ground to apply for the Community Benefit Fund for Crick and Kilsby.</p>		
6.2	<p>It was RESOLVED to continue to advertise for volunteers for the new youth club (the majority of clubs are run on this basis) but over a wider area using free advertising. Cllr Stainton suggested free advertising on indeed and Facebook. There is a budget allocated for Youth Work which will need to be reviewed further if no volunteers come forward. It was suggested as an option to also consider what the charges will be per child to cover possible future costs if no volunteers come forward.</p>		

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6.3	The s106 group have contacted DDC to ask which ideas fit within the s106 framework, to help clarify for the village hall and await a response. They have received a negative from one Landowner about purchasing land. The Tennis Club and the Pre-school have submitted applications. It is still quite close to start of the year so project needs more time to be worked on by the group.	
6.4	The missing bin and base at the Recreation Ground was discussed. Norse have confirmed that they are unable to replace with a FOC a bin as it was removed by the previous DDC contractors and have offered to quote for a replacement. However to compare they quoted previously for a replacement bin (Independent Street, November 18) including fitting, additional charges for emptying for outside contract. It was RESOLVED and that District Councillor Lomax has a meeting with Norse and to discuss it with them and to clarify additional charges. This missing bin at the Recreation Ground is part of existing agreement and removed in error by DDC.	
6.5	It was RESOLVED to inform the Customer to pay the full amount for 2019. The signs are visible advertising, and it was agreed this is the annual fee. The PC very much sympathise with the report of damaged signs and the cost of replacements but as this was not reported at the time and a complaint made during mowing season last year it is felt too late to prove who was responsible and the customer replaced the signs. The Parish Council will contact Highways as repairs are needed following a vehicle accident and if the customer can advise us of any specific complaint concerning the appearance of the roundabout this could be forwarded to them. The Roundabout belongs to Highways, KPC mow the grass. The trees and growth on the roundabout Cllr Thompson advised is intentional by Highways to help screen the exits on the roundabout which helps slows traffic down.	
6.6	It was RESOLVED to book the defibrillator training event provided by the Community Heartbeat Trust in June on a Saturday morning - date to be agreed with the organisers. Cost is £175.00. Clerk to check with the Village Hall & book.	
6.7	It was RESOLVED to ask NCALC their views on the webpage requirements from Vision IT regarding Operation London Bridge and discuss at next meeting.	
6.8	It was RESOLVED to continue to advertise for Speedwatch volunteers. We are to ask the primary school again, and advertise on Facebook and the website to continue to raise awareness.	
6.9	It was RESOLVED no response is required to the Willoughby Neighbourhood Development Plan - Formal Consultation. Kilsby village is not directly referred to in the plan.	
6.10	To note the Community Shop have applied to become Post Office. However this triggered an old advert for a Post Office opportunity (possibly via the Post Office) to appear online in error at its old location and this advert should soon disappear.	
7	PLANNING	
7.1	<i>New Applications</i>	
7.1.1	DA/2019/0026 Construction of wooden outbuilding for use as shed (retrospective). Grestun House 16, Rugby Road, Kilsby, Northamptonshire, CV23 8XX. It was RESOLVED the PC support this application.	
7.2	<i>Awaiting Decision</i>	
7.2.1	DA/2018/1118 6 No. single free standing internally illuminated monolith signs, DIRFT, Kilsby.	
7.2.2	DA/2018/1057 19, Manor Road, Kilsby, Northamptonshire, CV23 8XS. Single storey front, side and rear Extensions. Commented 09.01.19.	
7.3	<i>Approved</i>	
7.3.1	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. Approval TPO 15.01.2019	
8	ACCOUNTS	
8.1	Financial Position at 28 th January, 2019. £68,790.39 Monies received: £1094.79. Chq just received for Burial fees £560.00 to be banked. The Accounts have been verified by the Internal Control Cllr Page.	
8.2	It was RESOLVED to award a grant to Kilsby Guides (and to clarify it includes Brownies) of £200.00	
8.3	To note the request for a grant to Kilsby W.I. for the Get Creative Event in May 2019 was considered and KPC RESOLVED they would like further information on costs to understand better what contribution is appropriate. They were unable to reach a decision based on early information on the planned event.	
8.4	It was RESOLVED to approve payments as itemised below. (It was noted BP0416 invoice is under query regarding price and a credit note may follow. This invoice is still to be approved):-	

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Payee	Chq No.	Details	£	Power to pay
NEST Pension	D/D	Pension 1 st January to 31st January, 2019.	£51.28	LGA(1972) s112
Clare Valentine	BP0417	Clerks Salary	£1082.00	LGA(1972) s112
HMR & C	BP0418	Tax and NI	£119.61	LGA(1972) s112
Clare Valentine Expenses	BP0419	Clerks Expenses	£39.86	LGA (1972)s111
E.ON UK	BP0420	Quarterly Street Lighting	£270.98	Highways Act 1980 s301
Graham Wheat	BP0421	Fitment of WW1 Memorial Bench	£150.00	Parish Council Act 1957 s.1
Krishna Enterprises	BP0422	Kilsby Kronickle printing Inv 00012195	£395.00	LGA (1972)s142
9	GOOD NEIGHBOURHOOD SCHEME			
9.1	To note that the two new volunteers for the Good Neighbour Scheme have been passed relevant information and have attended the Good Neighbour event on 4 th February, 2019 in Moulton. They reported the event was attended by Moulton, Crick and Welton and they found it very interesting to see how they are approaching subject. Moulton is very actively led by a full time paid organiser. The other two projects are still at an early stage. KPC noted that the volunteers are actively wanting to work on this and KPC agree & happy to support.			
10	HIGHWAYS / ENVIRONMENTAL ISSUES			
10.1	It was RESOLVED to go back to Highways and ask what also could be done with the footpath walking from Kilsby towards the first layby bordering the A5 on the left hand side, as this is also as dangerous for pedestrians as the overgrown hedge and is narrow in places and can push you to the Kerb. (To confirm Highways England have inspected and created a works order for the cutting back of the hedge and apologised for the issue). KPC agree that even with cutting back the hedge the footpath is a problem.			
10.2	It was noted to Kilsby Poor Lands Charity are considering quotes to change to a kissing gate and considering available grants but this is not a matter for the PC. The other two stiles that have been mentioned at meetings would benefit from attention but are determined they are in the condition of most stiles in the area and KPC have already reported to these to Footpaths.			
10.3	It was RESOLVED a definitive map of trees is required to obtain a tree survey quote and more work is required. We have completed an initial survey around Kilsby and we need 100 percent confirmation these trees are owned by KPC and our responsibility before we can then request quotations. Also due to nesting birds (DEPRA) we have time to prepare plans, complete further walks, checks, obtain quotes, and contact residents to clarify information for any work to be undertaken after August 2019.			
10.4	It was noted that the height of hedges in Butt's Lane and the overgrown vegetation has been reported to Street Doctor and NCC Footpaths (it is EW13) reference 962589 for investigation and we have no further updates.			
10.5	Cllr Fisher updated all with the progress of Pathfinder II Grant (deadline 31 March 2019). Cllr Fisher and the two Flood Wardens are busy producing the Emergency Flood Plan. It was RESOLVED for the Emergency Plan to be sited on the village website and some changes are to be made to the Neighbourhood Development Plan webpage to accommodate it. The Flood Wardens will also need to have records on vulnerable people and asked if this could be held secure and separate on the website. Clerk to investigate. No suggestions received from Parishioners about how to spend flood grant funds, and so the idea is for the grant to go towards air bricks for eight identified houses on the Daventry Road that are at risk of flooding. There is also a catalogue of tools available.			
11	COMMUNITY ENGAGEMENT			
11.1	Councillors are to review all the information obtained so far regarding the Heritage project and decide which companies are to be selected for quotation approval. Funding application is required and also reopen dialogue with Avant Homes who originally offered to contribute towards the project. Individual quotes have not been discussed. We have requested the heritage boards to be in size 0 and lectern style. Number of material options and styles. All have anti-graffiti covering and can print the artwork we supply. We will need to obtain separate quotations from a local companies or a handyman to install but it was RESOLVED to do this when further along with the project. Cllr Fisher to arrange a separate meeting to review information within the next two weeks for timing consideration for any grant applications.			
11.2	It was RESOLVED the Clerk to contact DDC to discuss our guidelines of using the litter picking agreement funds (£507.50) and the Clerk has given Cllr Stainton the litter picking agreement to read. The Council are interested in using the money towards regular litter picking encompassing the cleaning of weeds and paths. Cllr Stainton has agreed dates with DDC for Kilsby to have the litter picking equipment and an advertisement is in the KK for a Village Litter pick taking place on Saturday 16th March at 9.30am. The school will also be undertaking picks in the village on the 14th and 15 th March. Younger children will be making litter picking posters for the Kilsby Kronickle, and older children will be writing to companies about the source of litter.			

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12	CEMETERY		
12.1	<p>The spring tidy quotes for the Cemetery were discussed. The Clerk recommended to the Council that as the spring tidy quote came in higher than expected at £600.00, further quotations for the work should now be sought. It is not necessarily the price that wins approval and it is for audit purposes (to comply with financial regulations). Cllr Thompson was in favour of the quote and advised they are the preferred contractor who are already mowing the cemetery and noted it may be confusing having two contractors. Cllr Thompson also stated that as the contractor and quote have been published for the Agenda it would be unfair to consider obtaining further quotes elsewhere and an unfair tender. The Council agreed with Cllr Thompson and it was RESOLVED to acknowledge the Clerks advice but proceed with approving the spring tidy quote and note for future and Councillors take full responsibility. Cllr Margetts requested that the standing orders are clarified for guidance. The Standing Orders will need to be revisited by the Clerk as a matter of course for year-end approval at the March meeting. The Maintenance quote will need to be revisited at the next meeting as quoted hourly rates were not disclosed.</p>		
12.2	<p>It was RESOLVED the outstanding payment for the balance of £115.00 from the May interment 2018 is written off. It is not possible to request further interment fees from the family of the deceased having investigated. Lack of information and errors.</p>		
13	<p>ITEMS FOR NEXT AGENDA Contributing towards to church roof repairs Best Village Competition Standing Orders</p> <p>The next full Parish Council meeting will take place TUESDAY 5th March, 2019.</p>		

Meeting closed at 21.42

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