

MINUTES OF MEETING of KILSBY PARISH COUNCIL

Held on TUESDAY 4th June, 2019 at 7.30pm in Kilsby Village Hall.

PRESENT: Councillors J Fisher, B Gent, S Stainton, C Thompson, M Margetts.

District Councillor C Lomax.

Clerk: Clare E Valentine.

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1	APOLOGIES		
1.1	Apologies (Personal) were received and accepted from Richard Thompson, Robin Nicholls and Richard Page.		
2	PUBLIC OPEN FORUM SESSION <i>limited to 20 mins.</i>		
2.1	The Council received an introduction from a Parishioner interested in joining the Parish Council.		
2.2	<p>District Councillor Report for Kilsby Parish Council meeting 4.6.19 I have little to add to the items included in my very recent report to the Annual Parish Meeting, and in the just-published edition of Kilsby Kronickle.</p> <p>Progress with establishment of new Unitary Authority. The Shadow Council for the new authority is now up and running. At its next meeting shortly it will be confirming its current functions. It has limited powers and functions, but these include preparing to take over all local authority functions and powers on 1 April 2020, prepare budgets for the start date, and ensure the continuity of public services. It will be setting up several shadow committees. One of these will be Overview and Scrutiny which may (my italics) consult and involve local communities and other organisations/bodies.</p> <p>There is suggestion that the cost for the unitary transformation will leave a funding gap of 1.9 million each, so for West Northamptonshire there is an estimated 4.7 required to fill the gap.</p> <p>Wards will be much larger approx. 8-14 villages with 3 Councillors per Ward.</p> <p>NCALC issued local government reorganisation prospectus but there was no mention of Parish And Town Councils in the document. There is likely to be a boundary review.</p> <p>Cllr Lomax has continued to pursue the replacement bin and base at the Recreation ground, but Norse will not replace advising they were not the contractor who removed it in error, will liaise with DDC.</p>		
2.3	No County Councillor report		
3	DECLARATIONS of INTEREST on the Agenda		
3.1	No Declarations of Disclosable Pecuniary or Other Interests.		
3.2	No written requests for dispensation of DPI have been received.		
4	MINUTES		
4.1	The Full Council minutes of 7 th May, 2019 were approved and signed. Amendment was made to 15.1 & 15.2 should read Village Hall Trustee not "committee".		
5	Clerk's Report		
5.1	<p><i>Clerk's Report – no decisions to be made under Agenda Item 5 matters arising & not otherwise on the Agenda for information only.</i></p> <p>The Clerk has also followed up the Recreation Ground Bin direct with DDC and requested it is returned/replaced. We received a Parishioner report about Cemetery Parking and they were referred to Highways England as this is not the remit of the Parish Council.</p> <p>A Resident also enquired about height of trees backing onto property near Stephenson Close but this is privately owned and the Resident has been given the contract details of the owner. The Parish Council have previously made contact with the owners for the resident and they have advised the work is scheduled this year for the trees.</p> <p>A reminder that the Defibrillator Session is Saturday 8th June in Kilsby Village Hall 10.00 – 12.00. The course is run by The Community Heartbeat Trust.</p> <p>The Weed Spraying of the whole village has been completed. Any removal of weeds is additional work and would require a quote. The contractor advised a location (they suggest such as an allotment etc.) would need to be advised for taking the weeds to, as this is a local handyman.</p> <p>Police Rural Crime report: May Data 1 x Kilsby near Fishers Close, 8 x DIRFT, 11 x Crick, 1 x Yelvertoft, 16 x West Haddon. There is a Crime and Prevention evening in Long Bucky 12th June and Councillor C Thompson is attending.</p>		
5.2	KPC have three vacant seats and we have received an application eligible for co-option consideration at next meeting.		
6	GENERAL MATTERS		
6.1	It was noted the Review of Polling Districts, Polling Places and Polling Stations.		

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6.2	It was RESOLVED Cllr Fisher is to attend the West Northamptonshire Local Council Forum from 10:00 a.m. to 12:00 noon on 19 June 2019 at Bugbrooke Community Centre (NN7 3RW). Clerk to advise NCALC.	
6.3	It was RESOLVED Cllr R Thompson will attend the Junction 18 Liaison Forum - 12 June, 2019. It was requested by Cllr Fisher to follow up the request of information about the outstanding issue gateway works on the A5.	
6.4	It was RESOLVED Cllrs R Thompson and M Margetts will attend Parish and Town Council's Meeting - 13 June 2019, 6.30pm.Council Chamber, Daventry District Council offices.	
6.5	It was noted the Recreation Ground have met to discuss their projects and S106 and have agreed equipment choices; firm quotes will now be sought. It was mentioned another organisation has put together a bid for £11k under the category of Play Areas but the S106 offers only £2571 and as the organisation does not have the balance the project will not satisfy the requirement of spending S106 within 12mths so an application will not be accepted.	
6.6	It was noted District Councillor Lomax/DDC has advised Norse will not replace the missing bin/base at the Recreation Ground. It was RESOLVED to continue pursue this directly with DDC. Cllr Lomax will kindly pursue. It was noted the Clerk has also contacted DDC and awaits response. If this issue cannot be resolved by the July meeting or resolution is not in sight, the recreation park trustees will decide next action.	
6.7	A report was received from Cllr Station of the initial Youth Club meeting held on 21 st May. There are volunteers for Chair, Treasurer and Secretary to shape a Youth Club Committee. Very early days but positive news of 8 volunteers interested in being involved. It was noted the NAYC membership is on the Agenda for consideration, as this is required to guide on how to set up a club correctly and help. They also are looking to see if it is possible to set up a bank account specifically for a Youth Club. A short article was put into the KK as advertisement last minute to meet KK deadline appealing for help. Having just one meeting they are not in a position to advise much further and need more time. The Village Hall have suggested a meeting, but it is too early for this but it is noted.	
6.8	It was RESOLVED not to proceed with additional charges for further services offered. It was RESOLVED that Cllr Fisher had made contact with The PCC of Kilsby and asked about plans within Kilsby village for operation London bridge such as memorial arrangements and book of condolence and offered to meet to discuss if wished and nothing further required as await PCC response.	
6.9	<p>a) It was RESOLVED to invite non-councillors to join History Board Working Group who can add either history or IT knowledge. It was noted the Kilsby History Society are looking at the information boards currently for their view on the layout.</p> <p>b) It was RESOLVED to display the boards the Village Hall during the Open Gardens event on 16 June 2019 2pm to 6pm. Councillor R Thompson has volunteered to man it but other volunteer(s) for all/part of the time would be welcome. It was RESOLVED that should printing costs incur considering having A3 prints, up to £30.00 is approved.</p> <p>c) It was RESOLVED for the Clerk to find out who owns the wall for the board for near The George. Parish Council land should be considered for the boards. Cllr Fisher advised the board near the George due to its content means it is very specific to where it needs to sit and there is no suitable position to fit a lectern but it might fit a wall. Another consideration is for a further board to be moved to a private parishioner's wall instead of having a lectern on the village green.</p> <p>d) Cllr Fisher advised that we would like to be confident about the boards and design first and the Heritage Lottery Fund guidance says apply when "you are ready". We need advice from a graphic artist. Clerk suggested contacting lectern supplier as some had in house graphic designers when sourcing quotes for lecterns. Clerk still progressing Avant who have not yet responded.</p> <p>To note the Clerk reminded the Council to consider requirements for planning permissions and/or private property (referring to the original mapped layout) and that it was previously resolved in April minutes, item 11.1 page 221 to purchase lecterns from quotes obtained and the chosen supplier.</p>	
6.10	It was RESOLVED no further actions required at present following the cluster Meeting minutes for the next Cluster meeting from Kilsby Parish Council(date to be announced). Suspect the West Northamptonshire Local Council Forum on 19 th June, 2019 may need to take place first.	
6.11	It was noted information received and circulated regarding Policy MCS 10 – Underground Coal Gasification Warwickshire Minerals Plan 2018. It was RESOLVED no comment required.	
6.12	It was noted Northamptonshire ACRE will be holding a seminar on incorporation for charities. It is not applicable at this time to the PC but Cllr Stainton will circulate to others who she identified may be interested outside the meeting.	
7a	PLANNING	
7.1	<i>New Applications</i>	
	DA/2019/0329 Construction of Heavy Goods Vehicle (HGV) service & MOT Centre including associated vehicle parking, facilities and landscaping with alterations to existing internal access road Land Adj Biomethane Refueling Station, Saxon Drive, Kilsby, Northamptonshire, NN6 7BZ Deadline for response 10th June 2019. No comment	

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7.2	Approved			
	DA/2019/0148 Conversion of single storey barn used for business use and detached barn, with new link to form one residential dwelling. Malt Mill House 25, Malt Mill Close, Kilsby, Northamptonshire, CV23 8XN Approved 29 th April, 2019.			
7.3	It was noted the Rugby Local Plan 2011-2031 - the Planning Inspector's Report is available www.rugby.gov.uk/inspectorsreport and information www.rugby.gov.uk/localplan			
8	ACCOUNTS			
8.1	Financial Position at 29 th May, 2019 £85,933.18 CHQ 300141 £200.00 not yet banked. Monies received £690.00 Interments and £400.00 grant funds returned. Accounts reviewed by Internal Control Cllr Page.			
8.2	It was noted KPC Internal Audit has been arranged for Monday 10 th June, 2019. Internal Auditor is Gill Wells (NCALC)			
8.3	It was noted Grantscape have confirmed the application to the Community Benefit Fund for Kilsby Table Tennis replacement tables has been successful provisionally approved a grant of £345.			
8.4	It was RESOLVED to approve the payments as itemised below:-			
Payee	Chq No.	Details	£	Power to pay
NEST Pension	D/D	Pension 01.05.19 to 31.05.19	74.89	LGA(1972) s112
Clare Valentine	BP0455	Clerks Salary	987.98	LGA(1972) s112
HMR & C	BP0456	Tax and NI	87.52	LGA(1972) s112
Clare Valentine Expenses	BP0457	Clerks Expenses	56.27	LGA (1972)s111
Stephen Hartwell Grass Mowing Services	BP0458	Grass mowing Kilsby park & cemetery w/c 5th May Inv. 770	£175.00	Open spaces Act 1906
Stephen Hartwell Grass Mowing Services	BP0459	Grass mowing Kilsby park & cemetery w/c 19th May Inv.779	£175.00	Open spaces Act 1906
Northamptonshire ACRE	BP0460	Annual Subscription 2019/2020 (Membership)	£35.00	LGA (1972) s143
National Association Of Local Councils	BP0461	Annual Subscription 2019/2020 (LCR Magazine)	£17.00	LGA (1972) s143
Northamptonshire Association of Youth Clubs Ltd	BP0462	Youth Club Affiliation 2019/2020	48.00	LG(MP)Act 1976 s19
Zurich Municipal	BP0463	PC Annual Insurance	373.10	LGA 1972 s140
9	HIGHWAYS / ENVIRONMENTAL ISSUES			
9.1	It was RESOLVED to use Bright Bros to attend to the fir tree in Rugby Road outside the Recreation Ground. Neighbouring residents were contacted about the work. Reduction in height is preferred. Clerk and Cllr C Thompson contacted BT and BT Open Reach about the telephone lines and tree is PC matter.			
9.2	It was noted that neighbouring village recently had a tree survey and may have useful contacts. We need to log and map PC Trees. Agreed Clerk and Chairman Cllr Fisher will start plan but over summer to give time. The Clerk is to provide three names of possible tree surveyors for July as we need to plan this now for work post October.			
10	Motion: Confidential Items. For the following items the meeting will be asked to resolve that the public and press be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business to be transacted, i.e. contracts			
10.1	It was RESOLVED the existing mowing contractor for the Recreation Ground and Cemetery would take over the cutting the verges for the remainder of the 2019 mowing season as the previous contract finished. It was RESOLVED up to 11 cuts at £550.00 per cut with an initial emergency cut £750.00 for 2019.			
11	CEMETERY			
11.1	It was noted the Clerk has contacted SLCC Cemetery and Burials expert and is working through the information and guidance provided to update the rules and regulations but this will take time. The Clerk has advised the Burials Officer to meet and review and when ready will be brought to full council again for decision this was RESOLVED . Such things as updating the website and correct procedure require documenting.			

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12	ITEMS FOR NEXT AGENDA Litter Picking Roundabout Sponsorship Clerk Annual Appraisal The next full Parish Council meeting will take place TUESDAY 2nd July, 2019. Kilsby Village Hall, Kilsby Room.		
13	ITEMS FOR NEXT AGENDA		

Meeting closed at 21:25

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