

MINUTES OF MEETING of KILSBY PARISH COUNCIL

Held on TUESDAY 3rd March 2020 at 7.30pm in Kilsby Village Hall.

PRESENT: Chairman J Fisher, Councillors: B Gent, R Thompson, M Margetts, C Thompson, I Massey, I Weston, and H Gibbs.

District Councillor C Lomax.

Minuted by Chairman J Fisher

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1	APOLOGIES	
1.1	Apologies received from Councillors Nicholls (illness) Stainton and Page (Personal) and Clerk Clare Valentine (illness). These were approved.	
2	PUBLIC OPEN FORUM SESSION	
2.1	<p>4 parishioners attended. Two queries were raised:</p> <p>a) Telephone Box Defibrillator Signage: concerns expressed at the waste of everyone's time over the issue of whether the telephone box sign should have been changed to Defibrillator and would like to complain to DDC. To be discussed by council per agenda item 6.6. Chairman agreed to bring the item forward on the agenda.</p> <p>b) PCSOs: concerns about lack of local policing expressed and why the PCSO service was withdrawn. Council advised that the decision to withdraw was made as costs doubled; no commitment to what hours/service Kilsby would get for our money could be obtained and stats show that having a PCSO does not reduce crime.</p>	
2.2	<p><u>District Councillor Lomax issued a report advising:</u></p> <p>The Structural Changes Order bringing the two unitary councils into being has now been formally approved by both Houses of Parliament. Daventry District Council will continue to exist until May 2021, and elections for the Shadow Authority for West Northamptonshire are confirmed for May this year. Costs and savings are estimated at £43.5million and £80+million respectively. These figures are really only a 'guesstimate', and it remains to be seen if they will be realised.</p> <p>DDC's Strategy Group (of which I am now a member) recommended the approval of the Climate Change Task Panel's report to full Council. The report is long and impressively comprehensive and can be read in full on the council's website. After a subject has been scrutinised by a task panel of members, it goes to the council's management team of senior officers for the practicalities of action to be considered, so recommendations are often altered from the original proposals of the task panel. In this case, many of the reworked recommendations have been lumped together, and now read "After May 2020, and prior to vesting day [i.e. when the unitary councils come into being] DDC urges the shadow West Northamptonshire Council to set up a working group to consider the 17 issues identified". As DDC has a limited life, this is not surprising, but in the light of a global climate emergency, it does seem a less than urgent approach. Amendments were proposed at full council to strengthen the proposals, but were voted down. The Environmental Portfolio Holder has now arranged a meeting with the five (including myself) who opposed the weakened decision. An increasing number of councils at all levels have declared a climate emergency.</p> <p>The Council approved, as expected, the adoption of the very long awaited Settlements and Countryside Local Plan Part 2. The DDC local plan steering group, of which I am a member, having finished its work, now moves on to monitoring the review of the West Northamptonshire Strategic Plan. You may remember a few years ago the Strategic Housing Land Availability Assessment – we are about to see it re-appear, so the Local Plan seems possibly to give only a temporary respite from development in our villages. We shall see, and be ready to defend our communities from the reappearance of predatory developers.</p> <p>DDC has considered three consultation documents: Strengthening Police Powers to Tackle Unauthorised Encampments, and Future Homes Standards, both government consultations, the latter being closely linked to the climate change issue, and DDC's own consultation on a new Public Spaces Protection Order.</p> <p>Welton has now joined the growing number of parishes to set up a Good Neighbour Scheme.</p> <p>On the home front, (1) the collision with the 30mph sign on Daventry Road should have been reported to the police, but they are now investigating the incident with the driver, (2) I have been approached by a member of the public about dangerous driving on Manor Road and (3) the light on Daventry Road outside the Avant estate is working, but is so dim that in a main road position it is totally ineffective.</p>	

	District Councillor Lomax advised the meeting: That she has identified that with regard to the litter issue on the A5 layby, Highways are only clearing laybys quarterly. Some litter at this layby is thought to be on British Rail land and it is unlikely to be cleared by Highways. Chris Heaton Harris is visiting Barby this week. If the opportunity arises she will raise the litter issue with him.
2.3	No County Councillor report
3	DECLARATIONS of INTEREST on the Agenda
3.1	Declarations of Disclosable Pecuniary or Other Interests. Cllr Massey advised interest in item 7.7. Cllr Fisher advised that anyone wanting to know more about Declarations of Interest should read Standing Order 3U and the council's Code of Conduct.
3.2	No written requests for dispensation of DPI have been received.
4	MINUTES
4.1	The Full Council minutes of the ordinary meeting 4 th February, 2020 were signed as a correct record after the following amendments reported at the March meeting were made and minutes then approved. Amendments being - by Cllr R Thompson: 5.1 "quest" changed to "request"; 6.1 "to" added to make "to approve"; 6.8 clarified by inserting after responses "about the telephone box defibrillator signage issue" and Cllr C Thompson: 11.1 clarified by adding "Watch Alerts" to "Neighbourhood."
	Item 6.6 brought forward and discussed at this stage of the meeting – noted below
5	Clerk's Report
5.1	Emailed by Clare Valentine in her absence before the meeting. Most items will be referred to under their appropriate agenda heading except her advice that: Election Information has been circulated with nomination forms - I attended the SLCC election course last month and I am able to and happy to help with questions regarding the election process. However I should advise I am not able to hand deliver election packs on behalf of Candidates to DDC on the advice of NCALC and fellow Clerks. For reasons which include being perceived as showing favouritism in elections and risk of the application form not being personally delivered by the candidate should it get lost, damaged etc.... Internal Audit / Year End - Process started

6	GENERAL MATTERS
6.1	<u>Citizens Advice Grant Request</u> It was RESOLVED to approve a grant of £100 to Citizens Advice Daventry towards core work and telephone bill.
6.2	<u>Kilsby Pools Lands Charity – Jubilee Wood</u> It was RESOLVED to suggest to Kilsby Pools Lands Charity that they take up the suggestion from our insurers to explore the possibility of a lower figure for public liability insurance. If the insurance figure is not acceptable to them, advise KPC who would consider further as to whether to undertake an in depth exploration of potential costs involved in changing ownership of Jubilee Wood.
6.3	<u>Kilsby Village Shop Grant Request</u> It was RESOLVED to approve a grant of £250.00 to Kilsby Village Shop towards the provision of cleaning facilities.
6.4	<u>Kilsby Village Shop £25k Debenture</u> Whilst it is acknowledged that Kilsby Village Shop has proved itself as an asset to the community it was RESOLVED to review the position of the loan to the shop nearer the end of the loan period, in view of the legal implications and associated costs.
6.5	<u>Houlton Schools Admission Policy</u> It was noted that our local MP has liaised with the CEO at the Transforming Lives Educational Trust and that he has been advised that we should wait and comment on the proposals when they are issued. It was RESOLVED to advise Crick of the advice received with any other action they want to take being their decision. Keep Lilbourne and Yelvertoft informed.
6.6	<u>K6 Telephone Box Defibrillator Signage</u> After receiving responses from various parish councils expressing concerns with the policy, DDC have changed their view requiring parishes to change telephone box signage from "Defibrillator" back to "Telephone". In Kilsby as at 2 February 2020 14 emails from parishioners wanting to keep the defibrillator signage had been received. If a parishioner wants to express their view on the time wasted on this issue they could write to DDC but this latest response suggests they probably already know this. It was RESOLVED to advise DDC that we have noted their recommendations with regard to the signage.

6.7	<p><u>Bench Ownership Transfer</u> It was RESOLVED for Cllr Fisher to sign the letter drafted. This was done. Cllr Thompson to deliver the letter to the parishioner for her to complete her details.</p>
6.8	<p><u>Grantscape Ideas</u></p> <ul style="list-style-type: none"> - It was RESOLVED not to take up the offer of a free defibrillator box and seek a grant for a defibrillator via Grantscape this year, as more information is needed about siting, power needs and overall costs. The parishioner who offered the box could be asked for advice. - Speedwatch on agenda at 7.4
6.9	<p><u>Recreation Ground</u></p> <ol style="list-style-type: none"> a) Meeting with equipment supplier tomorrow to discuss specifics of installation. Cllr Fisher and a parishioner attending. b) It was RESOLVED to approve grant of £2000 to recreation ground to cover costs estimated as insurance £800, ROSPA £150, maintenance £350, cleaning £500 and contingency £200.
6.10	<p><u>Cluster Meeting</u> No feedback considered necessary for minutes from 18 February 2020 meeting which Kilsby did not attend. Speaking to other councils is seen as of value but only two councils attended the 18 February meeting when 8 councils plus NALC attended in March 2019. This is an indicator that the meetings are not deemed effective by councils and this view was supported by Cllr Gent who has attended previous meetings.</p>
7	HIGHWAYS / ENVIRONMENT
7.1	<p><u>Additional Street Lighting for Daventry Road A361</u> We have been asked by EON to indicate what improvements we deem necessary and identify locations for any new lights. It was RESOLVED to ask Cllr Page to explore this further and Cllr Weston volunteered to help with this. They will consider whether new lights are required or whether making the current lighting better might suffice.</p>
7.2	<p><u>Adding Areas to Mowing Map</u> Noted that the mowing contractor is happy to absorb the new areas in Daventry Rd into the existing contract.</p>
7.3	<p><u>Grass Verges Smarts Estate</u> Noted that proposals for grass verges along Smarts Estate near to the Recreation Ground still being worked on and NCC Highways have been contacted for advice.</p>
7.4	<p><u>Speedwatch and Vehicle Activated Signs</u></p> <ol style="list-style-type: none"> a) Cllr Massey updated councillors on VAS options. Due to cost, it is unlikely we could get funding for a VAS that has an inbuilt ANPR recording system. The current A361 sign had been fixed but is now not working properly again, so is clearly unreliable. It was RESOLVED to explore the option of a VAS similar to that at the Rugby Rd entrance to Kilsby which is likely to be c.£5k and to make a request to Grantscape to fund 50% of this. The VAS would replace the unreliable one. b) Cllr Weston has taken over the role of Speedwatch coordinator. He has 8 volunteers and is drafting a KK article which he hopes will encourage more volunteers. The equipment will be available in Sep/Oct 2020 but there may also be an option for a fortnight in the summer.
7.5	<p><u>Streetlight</u> Noted: Damaged street light - Main Street – Progressed and still outstanding as of February E.ON investigating.</p>
7.6	<p><u>Heritage Project</u></p> <ol style="list-style-type: none"> a) Trail Leaflet: now includes logos, updated information and will be in green to hopefully colour match the actual heritage boards Opening Event: Sunday 7th June suggested at the Village Hall. Details to be firmed up S106 Funding: £1250 approved. So all grant monies now held b) Sizing: A1 will give a clearer picture when enlarging photographs and is the more typical manageable size for boards. Revised quote for A1 obtained. c) Artwork: A meeting next week will discuss content as some changes have had to be made due to print quality. d) Locations: Adjacent landlord letters have been hand delivered. Locations can be finalised next week and conditions for Highways Licence met e) Installation and Utilities: installation quotes should be worded so that contractors know that it is their responsibility to liaise with utility companies f) Application for licence to advertise can be applied for once Highways Licence criteria met <p>It was RESOLVED to obtain boards at A1 size; proceed provisionally towards opening event on 7th June 2020 and proceed otherwise as noted above.</p>

7.7	<u>Climate Emergency</u> a) Cllr Massey referred to the District Councillor's report. He has re-drafted his KK article and is liaising with Barby and Braunston who have done more than Kilsby in this area. b) The workshop which Cllr Massey would like to hold for 1.5 to 2hrs will incur costs for hall hire (4hrs); refreshments; A0 prints and stationery costs. It was RESOLVED to try for a Community Grant of £250 to fund this and if that is not successful for KPC to fund it up to a maximum of £250.
7.8	<u>A5 Roundabout Repairs</u> Repairs still awaited.
7.9	<u>Settlements and Countryside Local Plan</u> Noted that this has now been adopted and is available to view at www.daventrydc.gov.uk/localplan .
7.10	<u>Gateway Planting</u> Councillors thought this issue was already closed - defer

8	PLANNING			
8.1	<i>Awaiting Decision</i>			
8.1.1	DA/2020/0032 Tudor Cottage 11, Manor Road, Kilsby, Northamptonshire, CV23 8XS Work to trees within a conservation area. Deadline 10 th February, 2020			
8.2	<i>Approved</i>			
8.2.1	DA/2020/0005 Danetre House 1, Main Road, Kilsby, Northamptonshire, CV23 8XW Work to trees within conservation area. Deadline 5 th February, 2020			
8.2.2	DA/2019/1083 Land At The Limes 3, Main Road, Kilsby, Northamptonshire, CV23 8XR Construction of dwelling and detached garage.			
8.2.3	DA/2019/1079 Tesco Grocery, Daventry International Rail Freight Terminal, Stephenson Way, Kilsby, Northamptonshire, CV23 8YH Installation of a biofuel generator and associated infrastructure.			
NOTE:	Separate meeting of Planning Committee to be arranged to discuss the applications that arrived this week - after the agenda was published.			
9	ACCOUNTS			
9.1	Financial Position at 25 th February, 2020 £ £89,078.39 credit. Monies received £297.50 KK Advertising and £7500.00 Heritage Grant and £ 1012.89 NCC Contribution Mowing. Accounts reviewed by Internal Control Cllr Page.			
9.2	It was RESOLVED to approve the Internal Control Policy & Procedure 2019/2020			
9.3	It was RESOLVED to approve payments as itemised below:-			
9.4	To note Clerk contacted PKF Littlejohn External Auditors regarding the £25K loan for shop made in 2018 and the 2018/2019 AGAR for a noting in the 2019/2020 audit.			
9.5	It was RESOLVED to approve receipt of funds to KPC from National Lottery Heritage £7,500.00 for the heritage project and £1012.89 for the mowing contribution from Northampton County Council.			
9.6	To note the Kilsby Kronickle Financial Statements received for 2019/2020 <i>see supporting info</i>			
To Whom Paid	Chq No	Details of Payment	£	Power to Pay
Payroll costs	BACS	01.02.2020 to 29.02.2020	1712.25	LGA(1972) s112
Helen Smedley	BP0563	Burials Officer Expenses 2019/2020	223.29	Cemetery Act 1974
Christina Lomas	BP0564	Kilsby Kronickle Expenses 2019/2020	76.42	LGA (1972)s142
SLCC	BP0565	SLCC Practitioners Conference 2020 Inv 130802	252.00	LGA(1972) s112
1st Kilsby Brownies	BP0566	KPC Village Grant towards expenses	96.00	LG(MP) Act 1976 s19

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1st Kilsby Guides	BP0567	KPC Village Grant towards expenses	300.00	LG(MP) Act 1976 s19
Kilsby CE Primary School	BP0568	KPC Village Grant towards trip	250.00	LG(MP) Act 1976 s19
10	CEMETERY			
10.1	a) A meeting with the Burials officer has been arranged for Thursday 19 March. Clerk attending. Cllr Gibb expressed interest in this role so will liaise with the Clerk about this. b) Believed that the mowing contractor will attend to the border planting. Clerk to follow up.			
11	COUNCILLOR UPDATES / AREAS OF INTEREST			
11.1	Cllr C Thompson asked that time be made on the evening of the Annual Parish Meeting, 21 st April 2020 for a presentation on the Kilsby Good Neighbour scheme and Neighbourhood Watch. It was RESOLVED to make time either before, after or during the APM with specifics to be agreed in due course and to book village hall accordingly.			
11.2	To receive an update on KPC litter pick and letter to volunteer groups - deferred.			
12	Motion: Confidential Items. For the following items 12.1 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			
12	STAFFING MATTERS			
12.1	Chairman updated on staffing			
13	ITEMS FOR NEXT AGENDA Inconsiderate car parking, consider best approach – KK article or a hand posted flyer – JF/IW A5 layby litter - RT Good Neighbour Scheme/Neighbourhood watch – CT Update on litter pick and volunteer groups - SS The next full Parish Council meeting will take place TUESDAY 7th April 2020.			

Meeting closed at 21.50 hrs

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..... Date20