

MINUTES OF MEETING

Held on TUESDAY 5th JULY 2016 at 7.30pm in Kilsby Village Hall.

PRESENT: Councillors B Almond, M Chandler, R Dunn (Chairman), J Fisher, B Gent, S Kettlewell, R Page, L Rochford, C Smedley, S Stainton, R Thompson.

3 members of the public. PCSOs Conopo, Cummings, Rev N Fry.

Clerk – Catherine Camp.

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1	APOLOGIES		
1.1	Apologies were received and accepted from District Councillor C Lomax (hols).		
2.	PUBLIC PARTICIPATION		
2.1	Mr and Mrs Beeston explain their plans for 2 North Street, and asked for Council support.		
2.2 a	PCSO Conopo and Cummings attended the meeting. The police raised concerns that trees are obscuring the VAS on A361 and the 30mph signs. Clerk to report to NCC (ref 821163)		
b	Residents were encouraged to phone 999 if immediate police assistance is required. PCSO Conopo to include an article in Kilsby Kronickle highlighting when 999 calls should be used.		
c	Concerns were raised that people locking St Faiths church could be at risk if an intruder with negative intentions is in the church. Rev Fry reported that people will be advised to put their own personal safety first, and take a mobile phone with them when locking the church which will only be open during daylight hours.		
2.3	No report from the District Councillors.		
2.4	No report from the County Councillors.		
	<i>PCSOs and Rev N Fry left the meeting.</i>		
3	DECLARATIONS of INTEREST on the Agenda		
3.1	There were no declarations of any Disclosable Pecuniary or Other Interests		
3.2	No written requests for dispensation of DPI has been received.		
4	MINUTES		
4.1	The Minutes of 7 th June 2016 were signed and approved as a correct record, following correction to spelling of “Westleigh” and “Lynn Cottage” Items 7.1 and 7.3 respectively.		
5	MATTERS ARISING not otherwise on the Agenda for information only		
5.1	Cllr Smedley attended the Parish and Town Council Meeting on 16 th June and provided a written report. There is now an online mapping service for mapping village litter and dog waste bins. The Clerk was asked to check whether it is accurate and advise DDC accordingly		
5.2	It was reported that NCC Tree Officer will visit the conifer in Boxwood Drive, but will only authorise its removal if it impedes sight lines of traffic. Cllr Dunn to advise the residents of this.		
5.3	It was noted that works to the Cemetery path will start in 3 weeks time and take 2-3 days. The contractors details to be forwarded to Cllr Charles Smedley.		
5.4	The Clerk was asked to check with Northamptonshire Highways that action has been instigated to remove the illegal parking area on the Highway verge outside 1 Malt Mill Close.		
5.5	It was reported that the trees in Butts Lane need trimming back. The Clerk will report this to NCC who will trim them back if they are obstructing the Right of Way.		
5.6	It was reported that new street lights are being obscured by vegetation. The Clerk advised that the owners of the trees have an obligation to cut back their trees. A survey of the lamps to be carried out once all the LED lamps are fitted, and people asked to trim back trees.		
5.7	It was agreed to send a letter to Stagecoach asking them to make drivers aware that passengers sometimes wait for buses on the opposite side of the road.		
5.8	It was reported that the hedge around “The Laurels” had been cut back but not sufficiently. The Clerk was asked to send a further letter to the occupants. It was agreed to put a note in Kilsby Kronickle asking people to cut back bushes, and avoid blocking footways with cars.		
5.9	The Clerk was asked to obtain a seat for Barby Road bus shelter as soon as possible.		
5.10	It was reported that the tap in the cemetery was covered in vegetation. Cllr Smedley to clear.		

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6	FINANCIAL REGULATIONS to approve and adopt Financial Regulations 2016	
6.1	Councillors Dunn, Chandler, Page and Thompson have yet to review the Financial regulations that are currently in place, and make the necessary changes to allow Regulations 2016 to be adopted. This to be referred to September meeting. AGENDA	
7	TO APPROVE COUNCIL RISK ASSESSMENT	
7.1	Councillor Thompson agreed to carry out a Parish Risk Assessment with guidance from the Clerk. To be approved at the September meeting. AGENDA	
8	KILSBY YOUTH CLUB – Councillor Liz Rochford	
	<p>An Update on the Youth Club stated that feedback has been positive. There are about 25 children attending. Adult help is required. It was agreed to put a note in the Kilsby Kronickle asking for a volunteer.</p> <p>The youth worker has requested additional payments of £10 to cover petrol for assistant youth workers attending from Daventry.</p> <p>It was noted that a youth session was cancelled due to lack of adult help. It was agreed to arrange payment for May but question the hours submitted for June prior to payment.</p> <p>Cllr Stainton and Rochford to ensure a Job Contract is in place.</p> <p>It was resolved to invite the youth worker to attend the September Parish Council meeting.</p> <p>It was reported that the Youth Club were finalists in the Youth Ambition Awards.</p>	
9	PLANNING	
9.1.1	DA/2016/0490 Holly Tree House, 10 North St, Kilsby. Building consent for demolition of inner and outer boundary walls and rebuilding The Parish Council had no objections.	
9.1.2	DA/2016/0491 Holly Tree House 10, North Street, Kilsby Listed Building Consent for demolition of inner and outer boundary walls and rebuilding. The Parish Council had no objections.	
9.1.3	DA/2016/0535 Consent for demolition of garage and connecting link. Construction of part side and rear extension. Fairview, 2 North Street, Kilsby. The Parish Council fully support this application as it preserves a listed building and adds to the house. If the officer is minded to recommend this application for refusal, the Parish Council ask that it be heard by the planning committee.	
9.1.4	DA/2016/0534 Listed Building consent for demolition of garage and connecting link. Construction of part side and rear extension. Fairview, 2 North Street, Kilsby. The Parish Council fully support this application as it preserves a listed building and adds to the house. If the officer is minded to recommend this application for refusal, the Parish Council ask that it be heard by the planning committee.	
9.15	DA/2016/0549 Construction of a storage and distribution warehouse, associated road car and HGV trailer parking, footpaths, landscaping and other works, Zone E, Plot 1 DIRFT III The Parish Council felt that the Traffic Management statement was ambiguous. Traffic calming in Kilsby mentioned under Item 4.12 needs to be implemented prior to occupation as with items listed under 4.8. They wish to see all traffic calming works in Kilsby and a weight limit on the Ridgeway implemented prior to first occupation.	
9.2	<i>Outstanding Applications.</i>	
9.2.1	DA/2016/0473 Reserve matters application for 42 houses off A361. Awaited. It was agreed that Cllrs Dunn and Smedley would attend the Planning committee meeting should the officer recommend the application for approval as this application does not address the housing mix highlighted as required within the Neighbourhood Plan. It was reported that a vehicle is doing a “U” turn in A361 to access the site.	
9.2.2	DA/2016/0452 Change of use of guest bedrooms (bed and breakfast) to dwelling house, with two storey extension. Hunt House 33, Main road, Kilsby Awaited.	
9.2.3	DA/2016/0063 Conversion of barns to four dwellings. Watford Gap Farm off A5. Awaited.	
9.2.4	DA/2015/1016 Amended. Halfway House Garage. Truck wash facility. Awaited.	
9.2.5	DA/2016/0210 Tesco Grocery, DIRFT Approved.	
9.2.6	DA/2016/0394 Kilsby C E Primary School Gazebo in the grounds. Approved.	

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9.3	Other planning matters				
9.3.1	It was reported that DDC has decided not to take any action against Eddie Stobart who has not submitted a retrospective planning application for signage at DIRFT.				
9.3.2	Kilsby Neighbourhood Plan Referendum will take place on Thurs 21 st July. Notices are displayed and residents are strongly encouraged to come along and vote.				
10	ACCOUNTS				
10.1	Financial Position of the Council at 28 June 2016- £ 74,404.08 Bank reconciliation attached.				
10.2	Monies received: £92.50 KK Adverts; £300 Roundabout advertising Fee; £ 13.62 Interest.				
10.3	Notification of 2016-18 National Joint Council for Local Government Services pay award of 1% backdated to 1 April 2016 for 2016/17 and 1% 2017/18. SCP30 = £13.802 Since the Clerk is paid on the National pay scale it was resolved to apply this increase.				
10.4	The Clerk reported that payment for grazing rights are still awaited for Cemetery extension.				
10.5	£6000 Grantscape Awards have been allocated. The Parish Council was asked if they would purchase 6 planters on behalf of “Kilsby in Bloom” who will plant and maintain them. This was agreed so long as Grantscape provides the grant to the Parish Council.				
10.6	It was resolved to make any regular payments during the August recess to prevent delay of payments.				
10.7	Councillor Page had checked the payments against invoices and reported that all was in order. It was resolved that cheques and bank payments were approved as listed.				
Payee		Chq No.	Details	£	Power to pay
NEST		D/D	Pension Contribution	13.69	LGA(1972) s112
Catherine Camp		BP0098	Clerks Salary JULY 2016	593.77	LGA(1972) s112
HMR&C		BP0099	Tax and National Insurance	171.53	LGA(1972) s112
Catherine Camp		BP0100	Clerks Expenses July 2016	30.57	LGA(1972) s111
DACT		BP0101	Community Shopping Bus	49.52	LG Ratings Act 1997 s26-29
Krishna Enterprises		BP0102	Kilsby Kronickle Printing	320.00	LGA(1972) s142
Krishna Enterprises		BP0103	NPlan Flyers Inv 10112	365.00	Localism Act 2012
Krishna Enterprises		BP0104	N Plan Printing Inv 9081	332.60	Localism Act 2012
Krishna Enterprises		BP0105	N Plan Printing Inv 9276	35.00	Localism Act 2012
Krishna Enterprises		BP0106	N Plan Printing Inv 9296	76.00	Localism Act 2012
Krishna Enterprises		BP0107	Shop Questionnaire Inv 9999	52.80	Localism Act 2012
Barby Parish Council		BP0108	Phone Bill (50%)	34.34	LGA(1972) s111
Anglian Water		BP0109	Cemetery Standpipe	20.44	Cemeteries Act 1977
NCC		BP0110	Bollards	960.00	HA 1980 s 96
Glasdon		BP0111	Litter Bin	79.51	Litter Act 1983 s5,6
Northants ACRE		BP0112	Subscription	35.00	LGA 1972 s142
S Hartwell		BP0113	Mowing Inv 453	840.00	Opens Spaces Act 1906
S Hartwell		BP0114	Mowing Inv 462	840.00	Opens Spaces Act 1906
Earth Anchors		BP0115	Forest Saver Litter Bin	404.44	Litter Act 1983 s5,6
Steve Kettlewell		300075	Expenses	20.00	Localism Act 2012
11	CLOSURE OF VILLAGE POST OFFICE AND STORES				
11.1	<p>Councillor Kettlewell reported that a Village Meeting had been held on 29th June to update residents on progress made on replacing the post office and stores. Volunteers have been found to join a Working Party.</p> <p>The Clerk was asked to approach Prologis and review s106 funding of A361 Development to source grant funding towards a Community shop. Public Works Loans to be investigated. The Plunkett foundation has been contacted to provide advice.</p> <p>Either Kilsby Parish Council or a Community Group will try to negotiate a lease on land to the rear of “Red Lion” car park and source funding for 120m2 wooden structure.</p> <p>It was resolved the Councillors Kettlewell and Smedley would arrange a meeting with Mr Wigley, owner of “The Red Lion” to progress the matter.</p>				
11.2	A temporary Post Office is to be operated from “The George”. Punch Taverns will charge £180 to change the legal agreement to allow this to happen. The Post office are being asked to fund this, but if they will not, it was resolved that the Parish Council will meet this cost.				

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11.3	It was reported that Newspapers are being collected from Crick Post Office and the current delivery boys are continuing to deliver papers to those who had papers delivered prior to the shop closure. Cllr Gent agreed to speak to Ann Donovan to ask her about the arrangement and to suggest she puts an explanation in Kilsby Kronickle.	
12	HIGHWAYS	
12.1	DIFRT Liaison Meeting Wed 8 June – A Report was received from Cllr Reg Dunn. He reported that Eddie Stobart had not explained why their vehicles are parked in lay-bys. Rugby Parkway Station will be built on one of three possible sites off A428 at a cost of £14.9M. DIRFT 3 will be completed in 10-15 years time. The first stage of Rugby Sustainable urban development will be called “Houlton” On 23 rd July at the ICON centre and Archaeological Day will explain what was found on site.	
12.2	VAS – Installation by the manufacturers will cost about £750. I have asked them to email full installation instructions again. S Hartwell would sub-contract the installation to an electrician who would charge £500. It was resolved to employ the manufacturer to install it.	
12.3	Proposed stopping up of highway at 26 Daventry road, Kilsby. Objections by 28/7 It was resolved to reiterate concerns about parking vehicles so close to a junction.	
12.4	To consider extending mowing of verge along Barby Road to meet footpath EC16. It was resolved to add this to the contract so long as it costs less than £50 per cut.	
12.5	Notification of Smart Motorway works had been received. There will be Saturday night closures of M1 between Junction 16 and 18 from 9pm to 6am.	
12.6	The Clerk was asked to chase up AOne + to cut back the vegetation on the footpath along the A5 from Kilsby towards DIRFT.	
13	STREET LIGHTING UPGRADE	
13.1	Cllr Page reported that the Council has embarked on a programme to upgrade the village street lighting to LED lighting. There are 18 lanterns and 8 columns still to be replaced.	
13.2	It was noted that a complaint about the quality of the LED light had been received from The Lawns. This lamp is not working. The Clerk to arrange for it to be checked and repaired.	
14	CORRESPONDENCE	
14.1	Notification of campaign to highlight areas of Dog Fouling in Daventry District with spray.	
14.2	Notification of fixed penalty notices for fly-tipping of £400	
14.3	NCC 20 million steps weekend will take place this year from 23 rd – 25 th September	
14.4	Mr Lee is going to paint the phone box on 23 rd July.	
14.5	NAYC training on “Getting the Volunteer help you need” for a Youth Club 6 July @ Nether Heyfd	
14.6	Details of Bike safe Motorbike training at Rockingham Racetrack on 16 th July.	
14.7	Local Code of Conduct – Issues digest for 2015/16 from Monitoring Officer DDC	
15	TRAINING	
15.1	Councillor Chandler and the Clerk attended a “Big Idea” seminar to try and find ways of getting people to identify with their area more. Cllr Chandler agreed to place a suggestion box in “The George”. It was suggested that the Phone Box be used to display local leaflets and a book exchange as well as the Defibrillator. This to be put in place once the defibrillator is installed.	
16	ITEMS FOR NEXT AGENDA	

Meeting closed at 22.20

Referendum for Neighbourhood Plan will take place on Thurs 21st July – PLEASE VOTE

Next full Parish Council meeting will take place on **TUES 6th SEPT 2016**

Planning meetings may be called if required during August. Please check the notice board.