

MINUTES OF KILBURN PARISH COUNCIL MEETING HELD AT 7PM ON MONDAY 13th May 2024 IN THE VILLAGE HALL

Present: Cllrs D Hall, S Fox, S Turner, T Bailey, A Morgan, C Riley L. Farnsworth, K Parker & D Earnshaw, Cllr T Ainsworth (DCC/AVBC Councillor) S A Matthews (Clerk), 2 residents

- 1/24 **Election of Chair**
Cllr D Earnshaw duly elected as Chair.
The Chair welcomed everybody and gave thanks to Cllr D Hall for the service given as previous Chair for many years.
- 2/24 The Chair duly signed the Declaration of Office
- 3/24 **Election of Vice Chair**
Cllr K Parker duly elected as Vice Chair
- 4/24 **Election of Sub Committees and delegation of committees/members**
- **Planning**
Proposed delegation: that the Planning Committee deal with planning applications. If the committee decide that an application is to be recommended for refusal that application be brought to the full Council.
Resolved: Cllrs Earnshaw, Riley, Fox, Hall & Turner be duly elected
 - **Finance**
Proposed delegation: that the Finance Committee monitor the effectiveness of internal control in line with the adopted Financial Regulations. The Finance Committee to recommend a budget/precept to full Council.
Resolved: Cllrs Hall, Earnshaw, Bailey, Fox, Turner & Parker be duly elected
 - **Member to oversee internal financial controls**
Resolved that Cllr Bailey be duly elected
 - **Events Committee** - to include, Remembrance Parade, Christmas Lights & any other particular events.
Proposed delegation: that the Events Committee oversee the organising of events organised by the Council including Health & Safety and risk assessments.
Resolved that Cllrs Hall, Earnshaw, Bailey, Parker & Fox be duly elected.
 - **Community Led Plan to include ASB working party**
Proposed delegation: to oversee the implementation of the Community Led Plan & liaise with Kilburn Neighbourhood Watch
Resolved that Cllrs Bailey, Hall, Earnshaw & Fox be duly elected.
 - **Outbound Communications**
Proposed Delegation: that the Outbounds Communication Committee oversee and monitor Newsletter, Website, Facebook & Noticeboards
Resolved that Cllrs Bailey, Fox & Parker be duly elected.
 - **Footpaths** – to include street furniture & road issues
Resolved that Cllrs Hall, Earnshaw, Riley, Fox & Morgan be duly elected.
 - **Nature Reserve**
Proposed delegation: to oversee regeneration
Resolved that Cllrs Bailey, Riley & Fox be duly elected
 - **KCA sub committee**
Proposed delegation – to assist the KCA Committee in the functioning and running of the Village Hall attending meetings as necessary
Resolved that Cllrs Parker, Bailey, Fox & Earnshaw be duly elected
 - **Personnel Committee**
(to include over seeing Parish Warden)
Proposed delegation – proposed terms of reference attached.
Resolved that Cllrs Hall, Earnshaw, Parker & Turner be duly elected.
- 5/24 **Apologies**
Cllr J Whitmore (AVBC Cllr)
- 6/24 **Variation of order of Business**
None

7/24 **Declaration of Member Interests** - None

8/24 **Public Participation**

The Borough Councillor (TA) gave apologies for the lack of work on the grass verges.
The Borough Councillor (TA) had heard that 106 monies were to be used to install a zig zag stile on Pitfields footpath (footpath no 24)
It was reported that the footbridge over Bottlebrook was in need of repair. Borough Councillor to report to DCC.
It was also reported that the waste bin on the above footpath had household waste at the side – however, following discussion this was a bin the Parish Warden would clear in due course.
It was further reported that the AVBC litter bins were overflowing.
The Borough Councillor (LF) reported that Grant funding was available to Community Groups and details were available on the AVBC web site.

9/24 **Minutes of previous meeting**

The minutes were agreed as an accurate record & signed by the Chair.

10/24

To determine if any items from Part 1 of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms. That under Section 1(2) Public Bodies (Admission to Meetings) Act 1960, the Public be excluded from the meeting during consideration of the business set out in the Agenda item(s) (to be specified by the Council) on the grounds that if (they) involve(s) the likely discussion of exempt information or otherwise indicated at the meeting.

11/24

Report of the Clerk

- a) Dog waste survey
Cllr Parker still awaiting a call back from AVBC.
It was agreed to carry on the survey throughout the summer & in due course carry out a letter drop in the most affected areas. July agenda
- b) Nature Reserve – update
Cllr Bailey gave an update as to the current projects and work which had taken place.
It was resolved to ask Mark Booth to supply a quote to spray the weeds on the footpaths.
- c) Pitfield footpath/Footpath 24
Previously discussed.
It was not known whether DCC had informed Locko Estates of their legal obligations.
- d) Proposed Outline planning application – Harworth Group – Land north of Derby Rd., Denby
The Clerk had written to the Environment Agency for a copy of their 2006 report but had not received a response.
- e) Additional Speed Indicator Device
A Grant Agreement received from the PCC in the sum of £6000 & sent to Members for perusal.
Resolved that the Agreement should be signed and the order placed with SWARCO.
- f) Derbyshire Police & Crime Commissioner – Automatic number plate recognition pilot scheme
No further information. As there was now a new Commissioner it is unsure this scheme would proceed.
- g) Internal Audit
Audit completed – no problems – report sent to Members.
- h) Annual Governance & Accountability Return – Governance Statement 2023/24
Resolved that the Governance Statements be agreed & signed by the Chair.
- i) Annual Governance & Accountability Return – Accounting Statements 2023/24
Resolved that the Accounting Statements be agreed & signed by the Chair.
- j) Garden Competition
Prizes to remain the same as in previous years.
Nominations to be made for entry into the competition – information to go into Newsletter and online. Shortlist to be made from nominations.
- k) Dog Waste Bin – Bywell Lane

This bin has been removed by AVBC & PC informed that it would not be replaced as there were several others in the vicinity.

- l) EON – fixed business plan for electricity at the War Memorial
Resolved that the 2 year fixed business plan offered by EON be agreed.
- m) Parking at Church St Car Park – email from resident.
Resident complained that she had been given a fine for not parking within the bays.
The car park was operated by Amber Valley BC.
It was agreed to ask AV to improve the signage, also repaint the bay lines and further to allocate a disabled space.

12/24

Report of Members

- a) KCA update
No further information.
- b) Community Day – 1st June 2024
A list of attendees to be sent out.
Cllrs Morgan & Riley to organise the PC stall. A request for Tombola prizes made.
- c) Parking on grass verges
It was agreed to plant bulbs in the Autumn in the verge on Elmtree Avenue.
Request Mark Booth to give a quote for digging over the verge.
- d) Noticeboard outside Village Hall
No further information from supplier.
Resolved that the supplier be asked what sizes are available.
- e) Arthur Medical Centre
Following many complaints the Arthur Medical Centre is to implement a new telephone system.
- f) Methodist Church – Planning Application
It was reported that the residents are currently unhappy with the current situation.
Cllr Farnsworth to ascertain the current position.
- g) Litter pick – cable ties
It was reported, following the recent litter pick, that Gigaclear & Virgin contractors are leaving cable ties around their work areas. Resolved that both companies request their contractors to clear & refrain from dropping cable ties.

13/24

To consider the following applications for funding: none

14/24

Finance

It was resolved to pay the following accounts:

- Transfer – Inland Revenue £172.81 (May 24)
- Transfer – S A Matthews salary £608.50+ expenses (£19.09) Total £627.59 (May 24)
- Transfer – D Belfield - £906.36 (May24)
- Transfer – Cubit Ultrasonic £486 (paid)
- Transfer - East Midlands Audit Services £194.80
- Transfer – Derbyshire Children’s Hol Centre £900 (Sect 137) (paid)
- Transfer – Eon (War Memorial) £109.57 (paid)
- Transfer – Shelter Maintenance - £79.06

Income

- Interest – Gratuity Acct Reserve Acct £
- CCLA Interest £519.42
- VAT repayment £1658.25
- AVBC 50% Precept £26,500

15/24

DALC – May 2024 Newsletter

16/24

Correspondence received – none

17/24

Planning

The following planning applications have been received

AVA/2024/0251 - Berryfields Killis Lane - Proposed 2 storey side extension
- AVA/2024/0298 - KILBURN NURSING HOME, 2A Chapel Street – Removal of internal walls (Application returned)

The following planning applications have been granted:

- AVA/2024/0082 - 46 Woodhouse Road - Proposed single storey rear extension, alteration to garage including increase in ridge height, proposed garden room to rear garden and porch to front.

18/24

PART 11 – CONFIDENTIAL INFORMATION

To move the following resolution – “That in view of the confidential nature of the business about to be transacted (in respect of the personal situation of an employee which could result in legal proceedings) it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.

19/24

Date of next Parish Council meeting – 10th June 2024

Items for agenda

- Review Standing Orders & Financial Regulations
- 5 year Plan
- November litter pick
- Nature Reserve – weed spraying

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Chairman – 10th June 2024

