

KILBURN PARISH COUNCIL
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Clerk: Sheila Matthews

1st October 2021

To: Chairman & Members of Kilburn Parish Council

You are summoned to attend the parish council meeting of Kilburn Parish Council to be held at **7pm on Monday 11th October 2021. The meeting will be held in the Village Hall. The press and public are welcome to attend, however due to social distancing rules, places will be limited – if you wish to attend please contact the Clerk to book a place.**

Yours sincerely

Sheila Matthews

A G E N D A

Part 1 - Non-Confidential Information

1. To receive apologies for absence
2. **Variation of Order of Business**
3. Declaration of Members Interests

To enable members to declare the existence and nature of any Disclosable pecuniary Interests they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.

4. PUBLIC PARTICIPATION

(a) A period of not more than 30 minutes will be made available for members of the public to ask questions or submit comments about Parish Council matters.

(b) If the Police Officer, County Council or District Council Member is in attendance the public will be given the opportunity to raise any relevant matter.

5. Approval of minutes of meeting held on 6th September (copy enclosed)

6. **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 Agenda item(s). (to be specified by the Council) on the grounds that it (they) involve(s) the likely disclosure of exempt information or otherwise indicated at the meeting.**

7. Report of the Clerk on:

- b) Footpath – Brickyard Lane – disused railway line - debris
- c) Christmas tree/lights 2021
- d) Honour Board – plaque
- e) Fairview Play area
- f) Newsletter/ASB information
- g) Nature Reserve – update
 - Footpaths – quotation(s)
 - Future funding
 - Memorial garden
- h) Ryknield Rd – speeding
- i) Ground planters – winter bedding
- j) Completion of audit
- k) Remembrance Day
 - Lamppost poppies
 - Parade/service at War memorial
 - Service at Baptist Church
- l) Carol Service
- m) Christmas tree

- n) Kilburn Nursing Home – wall
- o) DALC AGM 22nd October
- p) Budget 2021/22 & 2022/23

8. **Report of Members on:**

- a) Bramble Way play area
- b) Community Safety Plan – remit for committee
- c) Neighbourhood Watch – present situation & future
- d) KCA meeting
- e) Hanging Baskets (Cllr McDonald) Location list included
- f) Request to attend Resilience, mental & well being training (Cllr Parker) Cost £75
- g) Garden competition (Cllr McDonald)
- h) Grass verges/planters (Cllr McDonald)

9. To consider the following applications for funding –

10. **Finance** - Approval of following items for payment:

- Transfer – M Johnson – Salary £1235.71 (October 21)
- Transfer – Parish Warden expenses £nil
- Transfer – Inland Revenue £384.06 (October 21)
- Transfer – Unison £11.50 (October21)
- Transfer – DCC Pension £365.77 (October 21)
- Transfer – S A Matthews salary £509.37 + expenses (£11.92) £521.29 (October21)
- D/D Zoom £14.39 (Oct21)
- Transfer – PFK Littlejohn – Audit £360
- Transfer – Shelter Maintenance - £61.92
- Transfer – Mark Booth – Memorial/Bywell Lane footpath tidy £65
- **Income**
- Wood Lane Garage - £300
- Interest – Gratuity Acct .7 Reserve Acct .20
- 50% Precept £26097
- **Petty Cash**
- Stationery – The Range £1.99

11. DALC – October Newsletter

12. Correspondence received (for information only) –

13. The following planning applications have been **received**

The following applications have been approved

- AVA/20210661 – Kilburn Fish Bar – 59 Chapel St – change of use to dwelling
- AVA/2021/0785 – 88 Ryknield Rd – extension of access
- AVA/2021/0756 – 164 Woodhouse Rd – 2 storey extension
- AVA/2021/1033 – 30 The Walk – Application for a Lawful Development Certificate for a proposed Rear extension to house, downstairs bathroom and ext to dining area.

The following applications have been refused:

- AVA/2021/0644 - 12 Rawson Green - Creation of vehicular access to front of property

The following applications have been granted

- AVA/2021/0725 - 14 St Johns Drive - Two-storey extension to front and side and single storey rear extension.
- AVA/2021/0829 - 54 Windmill Avenue - Proposed single storey side and rear extension
- AVA/2021/0940 - 3 Beech Close, - Application for a Lawful Development Certificate for a proposed new rear extension to form larger kitchen/dining area.
- AVA/2021/0797 - 47 Chapel Street - Change of use of ground floor from residential use to a retail (Class E) unit and a dog grooming (sui generis) unit

PART 11 – CONFIDENTIAL INFORMATION

14. **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”.**

15. Date of next meeting – 8th November 2021

16. Items for agenda November 2021

