

MINUTES OF KILBURN PARISH COUNCIL MEETING HELD AT 7PM ON MONDAY 15th MAY 2023 IN THE VILLAGE HALL

Present: Cllrs D Earnshaw, T Bailey, , C Riley, K Parker, S Fox, T Ainsworth (DCC/AVBC Councillor) S A Matthews (Clerk), 4 residents

- 01/23 **Election of Chairman**
Resolved that Cllr D Hall be duly elected as Chairman
- 02/23 **Register of Interests**
Those Members who had not submitted their ROI were reminded that this was required asap.
- 03/23 **Signing of Declaration of Office**
Those Members present duly signed the Declaration of Office
- 04/23 **Apologies:** D Hall, Linsey Farnsworth, Julie Whitmore (AVBC Councillor)
- 05/23 **Variation of Order of Business**
It was resolved to bring forward Public Participation
- 06/23 **Declaration of Member Interests** - none
- 07/23 **Public Participation**
The Borough/County Councillor to attend a meeting with DCC to discuss flooding on Belper Road.

Pitfield Footpath – still ongoing. Denby Footpaths group want to make it a bridlepath, residents from Kilburn were against this. A resident stated that there needed to be new signage stating ‘No horseriding/cycles’.
- 08/23 **Election of Vice Chairman**
Resolved that Cllr D Earnshaw be duly elected as Vice Chairman
- 09/23 **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 that Cllrs Hall, Riley, Parker & Earnshaw 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 that Cllrs Hall, Earnshaw, Bailey & Fox 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 Cllr 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 Parkier, Bailey, Hall & Earnshaw 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 & Riley be elected

- **Footpaths** – to include street furniture & road issues
Resolved that Cllrs Hall, Earnshaw & Riley be duly elected
- **Nature Reserve**
Proposed delegation: to oversee regeneration
Resolved that Cllrs Bailey & Riley be duly elected
- **General maintenance including overseeing parish warden** to include litter and nature reserve
Resolved that Cllr Earnshaw & Riley 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 & Earnshaw be duly elected.
- **Personnel Committee**
Proposed delegation – proposed terms of reference attached.
Resolved that Cllrs Hall, Earnshaw & Parker be elected.

10/23

Minutes of previous meeting

Item 152/22 c) should read 15th April.
Otherwise minutes agreed as an accurate record.

11/23

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.

12/23

Report of the Clerk

- a) Newsletter
Lisa Varty had edited the current issue & had proved professional and knowledgeable.
Resolved that Lisa Varty be offered the position & Cllr Parker to oversee. To be stipulated that any additional hours over 12 should be agreed with the Council.
2 other applicants to be informed, however, details to be kept on file.
Current issue being delivered on 16th May.
Delivery issues being dealt with by Cllr Bailey.
Neighbourhood Watch leaflet to be delivered with current issue.
- b) Election results & vacancies
Election was uncontested with 7 Members being elected, there remains 3 vacancies for co-option. (If co-opted within 3 months there would be no need to advertise.)
- c) Review of Standing Orders & Financial Regulations
Resolved: No amendments necessary.
- d) Nature Reserve – update
Response from Rotary with regard to funding/assistance stated that assistance could be available but additional notice was required – Cllrs Bailey & Riley to look at an Autumn date.
Resolved that an application be made for a £500 Grant to enable the footpaths to be edged which would make the Nature Reserve useable all year round.

The initial community tidy up had gone well and the volunteers were happy to continue and an article was in current issue of Newsletter.

Brownies had indicated they would use the Nature Reserve to enable Brownies to pass
A badge

- e) Neighbourhood Watch /Community Day review
Feedback from the Community Day had been positive.
Suggested date for Community Day Review next year 1st June 2024
Thanks went to Cllr Parker for her hard work.
Resolved that the Events Committee to organise in future.

- f) Community Speedwatch
It was obvious from the Community Day that residents were mis-informed about Speedwatch. Therefore, an article answering all the questions had been placed in the current issue of the Newsletter.
From the Community Day 4 additional residents had volunteered.
- g) Pitfield footpath
Previously discussed.
- h) DCC – Bus stop clearway – Dale Park Avenue
Resolved: to request officer to visit at either 8.30am or 3.30pm to observe parked vehicles.
- i) Proposed Outline planning application – Harworth Group – Land north of Derby Rd, Denby
No further information.
- j) Completion of Internal Audit
No issues
- k) Annual Governance & Accountability Return - Governance Statement 2022/23
Resolved that the Governance Statement be agreed and duly signed by the Chair.
- l) Annual Governance & Accountability Return – Accounting Statements 2022/23
Resolved that the Accounting Statements be agreed and duly signed by the Chair.
- m) Garden competition
Resolved that Cllr Parker carry out the shortlisting towards end of July.
Landscape category to include the support of wildlife and nature.
- n) Hanging Baskets – results of ultra sound assessment
All columns passed inspection & results with locations sent to Woolley Moor Nursery
- o) Defibrillator – Chapel St (near Miners Welfare)
Reported as stolen & insurance had paid £615
However, the defibrillator had now been found in Miners Welfare.
Resident called EMAS who had issued wrong code and instructions given for cabinet to be forced. New cabinet was now required. Cllr Earnshaw to contact EMAS.
Insurance company to be informed and reimbursed £615 when response received from EMAS.
- p) Planter provided by Peter Gemmell outside of Kilburn Hall
Thanks given to Peter Gemmell
- q) Insurance renewal
Resolved that SID be added to inventory.
Insurance renewal was a long term undertaking to 30th May 2026.

12/23

Report of Members

- a) KCA update
 - Lease almost finalised. Cllrs Hall & Riley to sign on behalf of Parish Council.
 - Professional surveyor to be used to give advice in order to claim Jubilee Grant
 - Community Day – committee agreed to be involved again.
 - It appeared there was no licence for supply of alcohol – committee to investigate other possibilities.
- b) Grade 2 listings
Toll posts & horsetrough on Bywell Lane - no fees – forms to be submitted. Future Newsletter article.
- c) Communication
Resolved that a 'whats app' group be set up.
Cllr Parker to demonstrate 'Teams' at a future meeting.

13/23

To consider the following applications for funding: none

14/23

Finance

It was resolved to pay the following accounts:

- Transfer – Inland Revenue £149.54 (May 23)
- Transfer – S A Matthews salary £563.37 + expenses (£10) Total £573.37 (May 23)
- Transfer – D Belfield - £821.34 (May23)
- Transfer – Dawson Print – Newsletter £660 (paid)
- Transfer – Eon – Electricity War Memorial £94.48 (paid)
- Transfer – Greenbarnes Ltd – wording for honours board £52.69 (paid)

- Transfer – Shelter Maintenance – Clean bus shelters £75.28 (paid)
- Transfer – Baptist Church – Rent – Parish Warden Shed £520
- Transfer – KCA - £1300
- Transfer – Cubit Ultrasonic - £486
- Transfer – East Midlands Audit Services - £182.50
- Transfer – Greenbarnes – lettering - £52.69
- Transfer – Amazon – first aid kit - £15.98 (paid)
- Transfer - Quill Copywriting (Newsletter) £150
- Petty Cash £50

Income

- Interest – Gratuity Acct £6.84 Reserve Acct £26.53
- CCLA Interest £443.16

Petty Cash

- Range – storage boxes - £17.99

15/23 DALC – May Newsletter

16/23 Correspondence received – none

17/23 Planning

The following planning applications have been **received**

- AVA/2023/0182 - Land North Of Derby Road Derby Road Denby - Outline application for employment development for occupation within Use Classes B2/B8/E(g)(iii) and up to 300 dwellings, with associated infrastructure, landscaping and parking. All matters reserved except access from Derby Road (This is a Departure from the Adopted Amber Valley Borough Local Plan 2006 and may affect the setting of a listed building)
- AVA/2023/0299 - 6 Rykniel Road - Single storey rear extension with loft conversion including roof dormer to front, and detached domestic garage to front of dwelling
- AVA/2023/0322 - 7 St Johns Drive - Rear single and two storey extensions, garage conversion and window amendments
- AVA/2023/0290 – The Edge, Killis Lane, Application for a lawful development certificate the siting of two secure storage containers onto the land for the purpose of storing domestic household items that have a direct association with the enjoyment of the dwelling. The two secure storage containers have been on the land, utilised continuously for the storage of domestic household items, for a period exceeding 4 years.

The following planning applications have been **granted**

- AVA/2022/0353 – Warwick Systems, Woodhouse Rd – change of use from office to 2 dwellings

The following planning applications have been refused

- AVA/2022/0914 - White Barn , 15 Horsley Road - Sub-division and extension of existing property into 2 separate self-contained dwellings

18/23 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.

Resolved: that the Parish Warden’s position be confirmed and it would no longer be probationary. Suggest that in future in adverse weather conditions he contact a Member to ascertain whether other duties could be carried out.

19/23 Date of next Parish Council meeting – 12th June 2023

- Agenda – Review of policies (over 2 meetings)

.....
Chairman – 12th June 2023

