

**KILBURN PARISH COUNCIL**  
33 HALLGATE CLOSE OAKWOOD DERBY DE21 2QY  
E mail: [kilburnparishcouncil@gmail.com](mailto:kilburnparishcouncil@gmail.com)  
[Tel: 07989623309](tel:07989623309) [www.kilburnparishcouncil.org.uk](http://www.kilburnparishcouncil.org.uk)  
Clerk: Sheila Matthews

7th March 2022

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 14<sup>th</sup> March 2022 in the Hazlewood Room in the Village Hall, Church St.**

Yours sincerely

Sheila Matthews

**A G E N D A**

**Part 1 - Non-Confidential Information**

1. To receive apologies for absence - Cllr McDonald
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 14<sup>th</sup> February 2022 (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. Item 14 – Annual review Parish Warden & Clerk**

**7. Report of the Clerk on:**

- a) Vacancy
- b) Fairview Play area
- c) Newsletter
- d) Nature Reserve – update
  - Footpaths
  - Future funding (incl funding information previously sent)
- e) Update on Neighbourhood Watch
- f) Missing litter bin outside Junior School
- g) Walk through time/Kilburn project
- h) Community Speedwatch – update
- i) Clerk – training – Grant Funding
- j) Pitfield footpath - update
- k) Annual Litter Pick
- l) DALC subscription 2022/23
- m) NALC – Pay Award – April 2021 – March 2022
- n) Carol Service 2022

**8. Report of Members on:**

- a) Bramble Way play area

- b) Parish (Community) Plan
- c) KCA – update
- d) Ryknield Rd – Speeding
- e) Social media – administration (Cllr Bailey)

9. To consider the following applications for funding –

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

- Transfer – M Johnson – Salary £1235.91 (March22) Award pending
- Transfer – Inland Revenue £383.86 (March22) as above
- Transfer – Unison £11.50 (March22)
- Transfer – DCC Pension £365.77 (March22) As above
- Transfer – S A Matthews salary £509.37 + expenses (£16.92) £526.29 (March 22) Award pending
- D/D Zoom £14.39 (March22)
- Transfer – Alex Steward – Newsletter editing £95
- Transfer – Dawson Printing- Newsletter - £692 (paid)
- Transfer – S Manners – web hosting for emails £50 (paid)
- **Income**
- Interest – Gratuity Acct .07 Reserve Acct .27p
- Interest – CCLA Property Fund - £412.71
- **Petty Cash**

11. DALC – February Newsletter

12. Correspondence received (for information only) –

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

- AVA/2021/1316 – 16 Vincent Close - conservatory
- AVA/2022/0120 – 5 Church St – rear ground floor extension

The following applications have been granted

The following applications have been refused

Appeal for 10 Larch Rd has been dismissed.

#### **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”. Annual review Parish Warden & Clerk**

15. Date of next meeting – 11<sup>th</sup> April 2022 – will be preceded by Annual Parish Meeting

16. Items for agenda April 2022 – KCA contribution