

KILBURN PARISH COUNCIL
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Clerk: Sheila Matthews

6th July 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 12th July 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 14th June (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 – update
- e) Fairview Play area
- f) Newsletter
- g) Nature Reserve – update
 - Minutes from sub committee meeting 24th June
 - Footpaths
 - Future funding
- h) Community Litter Pick - review
- i) Speed signs
- j) Ryknield Rd – speeding
- k) Police presence
 - Log of incidents/anti social behaviour
- l) Garden competition
- m) Trackerguard system/Parish Warden/lone working
- n) ID cards
- o) Graffiti Remover – 5L £50

8. **Report of Members on:**

- a) Bramble Way play area
- b) Church St play area car park

9. To consider the following applications for funding –

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

- Transfer - M Johnson – Salary £1235.71 (July 21)
- Transfer – Parish Warden expenses £
- Transfer – Inland Revenue £384.06 (July 21)
- Transfer – Unison £11.50 (July21)
- Transfer DCC Pension £365.77 (July 21)
- Transfer – S A Matthews salary£509.37 + expenses (£16.92) Total £ 526.29 (July21)
- D/D Zoom £14.39
- Petty cash £50
- Transfer – S Manners – admin support and domain renewal £206
- Transfer – ARB & Grounds – strimmer service - £198.20
- Transfer – Shelter maintenance – clean bus shelters £61.92
- Transfer – Amazon – Paint £8.00
- Transfer – M Booth – work on War Memorial/Bywell Lane/pick up plants/plant out £390
- Transfer – D Hall (Chair allowance) £950 (paid)
- Transfer – S Matthews (Home/office allowance) £600 (paid)
- **Income**
- Interest Gratuity Acct .06p Reserve Acct .21p
- Refund Amazon £8
- DET - £15,000.00
- **Petty Cash**
- Cartridge Discount – ink cartridges £19.63

11. DALC – July Newsletter

12. Correspondence received (for information only) –

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

- CD6/0221/51 – Kilburn Junior School – New classroom block
- AVA/2021/0653 – 105 Chapel St – certificate of lawful development for proposed conversion of an attached garage into a play room
- AVA/2021/0661 – Kilburn Fish Bar 59 Chapel St – change of use to dwelling
- AVA/2021/0720 - 170 Woodhouse Road - Extension of existing wall and roof to enclose existing first floor balcony area
- AVA/2021/0756 - 164 Woodhouse Road - Two storey rear extension with juliet balcony and raising the existing bungalow ridge to form a dormer bungalow.
- AVA/2021/0725 - 14 St Johns Drive - Two-storey extension to front and side and single storey rear extension.
- AVA/2021/0759 - 105 Chapel Street - Garage conversion including rendering to front elevation

The following planning applications have been **refused – none**

The following planning applications have been **granted –**

- AVA/2021/0249 – 186 Woodhouse Rd – single storey extension
- AVA/2021/0653 - 105 Chapel Street - Certificate of lawful development for proposed conversion of an attached garage into a play room
- AVA/2021/0418 - 16 St Johns Drive - Construction of double garage
- AVA/2021/0362 - 9 Sitwell Drive - Proposed single and two storey rear extension, new front single storey extension to create new bedroom with ensuite, open kitchen dining area and internal remodeling
- AVA/2021/0376 - 38 Meadow Court - Erection of replacement outbuilding

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 – 6th September 2021

16. Items for agenda September 2021