

MINUTES OF KILBURN PARISH COUNCIL MEETING HELD AT 7PM ON MONDAY 10th JULY 2023 IN THE VILLAGE HALL

Present: Cllrs D Hall, D Earnshaw, C Riley, K Parker, S Fox, L Farnsworth, S Turner, T Bailey, T Ainsworth (DCC/AVBC Councillor, J Whitmore (AVBC Cllr), S A Matthews (Clerk), 3 residents

38/23 **Apologies**
None

39/23 **Variation of order of Business**
None

40/23 **Register of Interests**
All Register of Interests received

41/23 **Declaration of Member Interests** - Chairman - item 9s

42/23 **Public Participation**
There will be no further information on the Local Plan until September.

Resident requested a new 'no cycling' sign on footpath 11 (One stop to Brickyard Lane)

Footpath 11 – land adjacent. Unable to find owner Borough Cllr requested assistance from AVBC.

Borough Cllr had made enquiries as to whether land adjacent to car park on Church St could be used for additional parking. Land owned by DCC but leased to AVBC. Borough Cllr pursuing.

Chapel St – one way system. Borough Cllr meeting with a resident to discuss. There would need to be public consultation.

The County Councillor informed that the boundary review would soon be on the DCC website.

Pitfield footpath – no response to Kilburn PC. Still awaiting answers from DCC. Cllr Farnsworth to walk the footpath with Chair.

Grass verges – not cut until July and when cut the machinery could not cope with the length and therefore looked an eyesore with the cut grass left in gutter blocking drains.

43/23 **Minutes of previous meeting**
Minute 29d – Nature Reserve – should read Cllr Bailey not Cllr Parker.
Otherwise duly approved as an accurate record.

44/23 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.

45/23 **Report of the Clerk**

a) DALC Conference

Clerk awarded 'Clerk of the Year' and presented with certificate.

The Clerk stated that she could not do it on her own and felt the current Council and herself worked together as a 'team' and that the award was for the Council not just herself.

Neighbourhood Plan

There had been a lot of discussion with regard to Neighbourhood Plan's at the conference.

The Clerk had identified that the plan would give legal weight and directs development in the local area. Following discussion it was agreed that an article should go into the Newsletter in January/February 2024 as community involvement would be needed.

- b) Newsletter
Latest edition was now with printer. New editor had been very pro active and had made a good job despite a few issues with items needing to be representative of Council's views which had been discussed and accepted.
- c) Vacancies
There remains 2 vacancies on the Council.
- d) Review of Policies
 - Data protection
 - Disciplinary & Grievance
 - Health & Safety (including Risk Assessment for Parish Warden)
 - Social Media
 - GDPR

The Clerk was asked to investigate as to whether there was a Retention Policy. Resolved that the above policies reviewed without any amendments necessary.
- e) Nature Reserve – update
The next community tidy up to take place on Saturday 15th July. Additional future dates including some Wednesdays. The group was becoming self sufficient without the need for Council input. Brownies & Guides want to be involved & enquiries to Scouts & Guides will be made.
A tree needs to be taken down but would require a 'cherry picker' due to height.
- f) Neighbourhood Watch
A request had been placed in Newsletter for somebody to take on position of Co-ordinator.
- g) Community Speedwatch
Cllr Bailey gave an update – some training taken place. Speedwatch taken place at 3 new sites – there was no speeding observed. The SID to be moved to new site at the end of month.
- h) Pitfield footpath
Previously discussed.
- i) Proposed Outline planning application – Harworth Group – Land north of Derby Rd, Denby
No further information.
- j) Garden competition
Everything in hand for shortlisting & final judging.
- k) Defibrillator – Chapel St (near Miners Welfare)
Clerk had refunded the insurance company £150 which was the difference between the claim paid and the cost of new cabinet. New cabinet to be ordered and will be fitted in the near future.
- l) Footpath 11 – opposite One Stop
Previously discussed
- m) Chapel St – request for one way traffic system.
Previously discussed.
- n) Training
Cllr Fox booked on Cllr Essentials & Planning. Cost of Planning course £55 which was agreed.
- o) Web Site
Resolved that Cllr Fox would audit the web site and report back to Council.
Photo's to update the web site to be taken at next meeting on 4th September.
- p) DCC Parish & Town Council Liason Forum
Cllr Fox and Chair to attend.
- q) Committees
Cllr Fox requested to join Planning, Finance and Personnel Committees.
Resolved that Cllr Fox be included as above.
- r) Chairmans Allowance
Resolved that the allowance remain at £900
- s) Members Allowance

Members informed that they were entitled to claim £154 as an allowance, however, this would need to be declared to Inland Revenue. Members were also able to claim expenses.

- t) Clerk's Allowance for use of home as an office & internet costs
Resolved that this should remain at £700
- u) Grass Verges
Previously discussed.

46/23

Report of Members

- a) KCA update
Lease now with solicitor.
KCA Secretary sorting out alcohol licence
At this point the Borough Cllr declared an interest due to her sitting on the Borough Council Committee responsible for alcohol licences.
- b) Grade 2 listings
Ongoing
- c) Communication
 - MS teams - Clerk had viewed video and discussed with a company at the DALC conference.
Discussion took place as to a) whether it is needed and b) whether cost effective.
Resolved that if necessary could be used in future but should be removed from the agenda for the time being.

47/23

To consider the following applications for funding: none

48/23

Finance

It was resolved to pay the following accounts:

- Transfer – Inland Revenue £149.54 (July 23)
 - Transfer – S A Matthews salary £563.37 + expenses (£34.65) Total £598.02 (July 23)
 - Transfer – D Belfield - £821.34 (July23)
 - DALC £55 – DALC Seminar £55 (paid)
 - Transfer – Screwfix – A frame safety warning signs £34.98 (paid)
 - Transfer – refund to Aviva Insurance £150 (paid)
 - Transfer – M Booth – watering planters, strimming round planters & cutting back foliage £225
 - Transfer – Shelter Maintenance – clean bus shelters £79.06
 - Transfer – Woolley Moor Hanging Baskets £5400
 - Transfer – M Booth - £280
- Income**
- Interest – Gratuity Acct £6.32 Reserve Acct £23.94
- Petty Cash**
- Ink Factory – ink cartridges £11.70

49/23

DALC – June/July Newsletter

50/23

Correspondence received – none

51/23

Planning

The following planning applications have been received:

- AVA/2023/0466 – 19 Hawthorne Close – to construct a conservatory
- AVA/2023/0421 – 38 Windmill Avenue – Rear ground floor extension
- AVA/2023/0473 – 12 St Johns Drive - Certificate of lawful development for proposed Rear GF Extension to Family Dining and Lounge.

The following planning applications have been **granted**

- AVA/2023/0299 - 6 Ryknield Road - Single storey rear extension with loft conversion including roof dormer to front
- AVA/2023/0322 - 7 St Johns Drive - Rear single and two storey extensions, garage conversion and window amendments

The following planning applications have been refused

- 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.

52/23

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.

53/23

Date of next Parish Council meeting – 4th September 2023

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Chairman – 4th September 2023

