

KILBURN PARISH COUNCIL
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Clerk: Sheila Matthews

1st June 2023

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 JUNE 2023.**

Yours sincerely

Sheila Matthews

A G E N D A

Part 1 - Non-Confidential Information

1. Signing of declaration of office – Cllrs Hall & Farnsworth
2. Register of Interests
3. Co-option – Stephen Turner
4. To receive apologies for absence
5. **Variation of Order of Business**
6. 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.

7. 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.

8. Approval of minutes of meeting held on 15th May 2023 (copy enclosed)
9. **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.**
10. **Report of the Clerk on:**
 - a) Newsletter – update
 - Editor - Contract
 - b) Vacancies
 - c) Review of Policies
 - Equality & Diversity
 - Sickness & Absence
 - Bullying
 - Accessibility
 - d) Nature Reserve – update
 - Response from Rotary
 - Review of work undertaken by Community working party
 - e) Update on Neighbourhood Watch
 - f) Community Speedwatch – update
 - g) Pitfield footpath - update
 - h) DCC – Bus stop clearways – response DCC
 - i) Proposed Outline Planning Application – Harworth Group – Land north of Derby Rd., Denby
 - j) Garden competition

- k) Defibrillator – Chapel St (near Miners Welfare) - insurance
- l) DALC Day (previously known as Spring meeting) – cost £55
- m) Footpath 11 – Opposite One Stop
- n) Chapel St – request for traffic/1 way system/parking
- o) Parking – Top Farm Court
- p) Insurance – SID
- q) Training
- r) Web site

11. **Report of Members on:**

- a) Community Led Plan questionnaire results
- b) KCA – update
 - Lease
- c) Grade 2 listings (Cllr Earnshaw)
- d) Communication – MS Teams

12. To consider the following applications for funding : none

13. Finance - Approval of following items for payment:

- Transfer – Inland Revenue £149.54 (June 23)
- Transfer – S A Matthews salary £563.37 + expenses (£4.50) Total £567.87 (June 23)
- Transfer – D Belfield - £821.34 (June23)
- Transfer – DCC Licence for use of land/Nature Reserve £10
- Transfer - BHIB Insurance £843.81
- Transfer – Defib for life battery & pads £156 (paid)
- DD – Data protection fee £35
- Transfer – Workwear Express – Tee shirts for Parish Warden £53.04 (paid)
- Transfer – AVBC – Uncontested PC election charges £120.25
- Transfer – Steve Manners IT admin support £180

Income

- Interest – Gratuity Acct £6.32 Reserve Acct £23.94
- AVBC 50% Precept £28,000
- VAT refund £2392.82

Petty Cash

- Home Bargains – stationery £4.49

14. DALC Newsletter – May 2023

15. Correspondence received (for information only) –

16. The following planning applications have been **received** –

- AVA/2023/0339 – Olympia Bungalow, Brickyard Lane – Application for the approval of reserved matters (access, appearance, landscaping, layout, scale (following the approval of AVA/2022/0593 for the erection of a det dwelling.
- AVA/2023/0412 – 1 Park Close - Retrospective application for a fence

The following planning applications have been **granted**

The following planning applications have been refused

PART 11 – CONFIDENTIAL INFORMATION

17. **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”.**

18. Date of next meeting – 10th July 2023

Items for agenda – review policies

