

KILBURN PARISH COUNCIL
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Clerk: Sheila Matthews

1st November 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 8th November 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 11th October (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:

- a) Resignation – D Beadell
 - Distribution of roles
 - Web site
 - Defibrillators
 - Newsletter
 - Remembrance Day/Event Committee
 - Risk assessments
 - Oversee Parish Warden
 - Snow Warden
- b) Footpath – Brickyard Lane – disused railway line - debris
- c) Christmas tree/lights 2021
- d) War Memorial – repair of broken light
- e) Honour Board – plaque
- f) Fairview Play area
- g) Newsletter/ASB information
- h) Nature Reserve – update
 - Footpaths
 - Future funding

- i) Ryknield Rd – speeding
- j) Remembrance Day
 - Lamppost poppies - donation
 - Parade/service at War memorial – no police presence
 - Service at Baptist Church - cancelled
- k) Carol Service
- l) Kilburn Nursing Home – wall
- m) E mail from resident - Footpath between Chapel St & Kilburn Care home
- n) Grit bins
- o) Finance Meeting – December
- p) Update on Neighbourhood Watch

8. **Report of Members on:**

- a) Bramble Way play area
- b) Community Safety Plan
- c) KCA meeting

9. To consider the following applications for funding –

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

- Transfer – M Johnson – Salary £1235.91 (November21)
- Transfer – Parish Warden expenses £50 (includes purchase of winter coats)
- Transfer – Inland Revenue £383.86 (November 21)
- Transfer – Unison £11.50 (November21)
- Transfer – DCC Pension £365.77 (November21)
- Transfer – S A Matthews salary £509.37 + expenses (£20.34) £529.71 (November 21)
- D/D Zoom £14.39 (Nov21)
- Transfer – Mark Booth – Water plants/strim (September) & cut large shrub bottom Dale Park Avenue £140
- Transfer – Mark Booth – Ground planters plants/planting up £890
- Transfer – Brunel Engraving £167.70 [paid]
- Transfer – Alex Steward – Newsletter £95
- Transfer – Dawson Print - £565 (paid)
- Transfer – Eon Elec – war memorial £45.39 (paid)
- Transfer – Wix – 2 years Web site plan - £230.40 (Paid)
- **Income**
- Interest – Gratuity Acct .6 Reserve Acct .20
- **Petty Cash**

11. DALC – October & November Newsletter

12. Correspondence received (for information only) –

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

- AVA/2021/1073 – 21 Horsley Rd – single side and rear extensions
- AVA/2021/1141 - 45 Windmill Avenue - Extension to rear

The following applications have been granted

- AVA/2021/0898 – 83 Chapel St – ground floor extension to side & rear

The following applications have been refused

- AVA/2021/0901 – 10 Larch Rd – Proposed car port

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 – 13th December 2021

16. Items for agenda December 2021

