

**KILBURN PARISH COUNCIL**  
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Clerk: Sheila Matthews

1<sup>st</sup> September 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 5<sup>th</sup> September 2022.**

Yours sincerely

Sheila Matthews

**A G E N D A**

**Presentation to winners of Garden competition**

**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 11<sup>th</sup> July (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) Vacancies
- b) Appointment of Parish Warden
  - Advert
  - Job Description & Person specifications
  - Draft contract
  - Applications received
- c) Fairview Play area – update
- d) Newsletter
- e) Nature Reserve – update
  - Footpaths
  - Future funding
- f) Update on Neighbourhood Watch
- g) Facebook & future Facebook posts
- h) Walk through time/Kilburn project
- i) Community Speedwatch – update
- j) Speed indicator signs
  - Update on licence application including items requested by DCC
  - Additional items to be ordered
  - Grant application
- k) Pitfield footpath - update

- l) Resident email – health & safety – play area opposite Kerrys Yard
- m) Amber Valley Local Plan
- n) Remembrance Day
- o) Zoom
- p) Clerk's holiday – 19<sup>th</sup> – 26<sup>th</sup> September
- q) Notice Board – Woodhouse Rd
- r) Lone worker alarm

**13. Report of Members on:**

- a) Community Led Plan
  - Highfield Rd & part Chapel St – weight restriction
  - Highfield Rd – no waiting restriction
  - Church St play area – unused land turn into additional parking
- b) KCA – update
- c) Bus stop markings (Cllr Hall)

**14. To consider the following applications for funding : Parent & Baby Community Group**

Finance - Approval of following items for payment:

- Transfer – Inland Revenue £129.40 (August) paid
- Transfer – Inland Revenue £129.40 (September)
- Transfer – S A Matthews salary £518.44 + expenses (£) Total £518.44 (August 22)
- Transfer – S A Matthews salary £518.44 + expenses (£23.79) Total £542.23 (September 2022)
- D/D Zoom £14.39
- Transfer – Eon - £46.55 (paid)
- Transfer – Dawson Print - Newsletter £592 (paid)
- Transfer – M Booth – nature reserve & Watering planters £275 (paid)
- Transfer – M Booth – watering planters/strim planters £275
- Transfer – Alex Steward – Newsletter - £85 (paid)
- Transfer – Shelter Maintenance £75.28 (paid)
- Transfer – Amari Plastics – Carbonate Sheet for noticeboard - £129.24 (paid)
- Cash – Garden competition prizes £350
- Transfer – A Hall – litter picking - 16 hours @ £9.50 = £152

Income

- Interest – Gratuity Acct .62 Reserve Acct 2.75
- Interest – CCLA - £409.59

Petty Cash

- B&M – envelopes - £1.59
- Range – stationery – card/ream paper/envelopes £7.78
- Range – parcel tape - £1.59

**15. DALC – July Newsletter**

**16. Correspondence received (for information only) – Community News – AVCVS**

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

- TRE/2022/0097 – 47 Highfield Rd – Crown lift of Lebanon
- AVA/2022/0593 – Olympia Bungalow – Brickyard Lane – Outline planning permission for a detached dwelling
- TRE/2022/0094 – Meadow Court – Application for various tree works
- AVA/2022/0634 - Land East Of 41 Rawson Green Rawson Green - Construction of equestrian menage and erection of general-purpose agricultural building.
- AVA/2022/0652 - 11 St Johns Drive - Outline application for a single detached dwelling plus a detached garage and turning space including access and scale (9 dwellings)
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The following planning applications have been **granted**

- **AVA/2022/0532** – 70 Woodhouse Rd - Single storey side and rear extension with raised patio area to rear
- AVA 2021/1202 - 53 - 55 Chapel Street- Part change of use of existing retail unit to create takeaway
- TRE/2022/0097 – 47 Highfield Rd - Crown lift Cedar of Lebanon
- AVA/2022/0559 - 26B Horsley Road, -

- Single storey rear extension, conversion of garage to living space and replacement of garage door with window. Rendering of front and rear elevations

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

#### **PART 11 – CONFIDENTIAL INFORMATION**

**18. 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”.**

**19.** Date of next meeting – 10<sup>th</sup> October 2022

**20.** Items for agenda October 2022