

MINUTES OF KILBURN PARISH COUNCIL MEETING HELD AT 7PM ON Monday 1st SEPTEMBER 2025 IN THE VILLAGE HALL, CHURCH ST., KILBURN

Present: Cllrs D Earnshaw (Chair). S Fox, K Parker, A Dakin, S Turner, D Adams, A Morgan, C Riley, D Hall, T Bailey
J Whitmore (AVBC), M Murray (AVBC), S A Matthews (Clerk) over 100 residents

- 49/25 **Apologies:**
R Morgan (DCC), T Ainsworth [AVBC],
- 50/25 **Variation of order of Business**
It was agreed that item 7o be dealt with under agenda item 15 as a 'confidential item'
- 51/25 **Declaration of Member Interests**
Cllr Turner item 14 - Planning
- 52/25 **Public Participation**
Residents had attended to voice their concern over the proposed development AVA/025/0587 to build 200 dwellings on land east of Horsley/South of Woodhouse Rd. The Chair explained that the Parish Council had only become aware of the planning application at the same time as residents when it appeared on Amber Valley's website and as such Members of the Council had yet to discuss the matter. Members listened to the concerns and it was agreed that a public meeting would be held in order for residents to question local Councillors & officers (if available). Notification of the meeting would be placed on noticeboards, website and Facebook at the earliest possible opportunity.
- Winners of our Annual Garden Competition were presented with their prizes by the Chair.
- 53/25 **Minutes of previous meeting**
The minutes were agreed as an accurate record & signed by the Chair.
- 54/25 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. Item 7o to be dealt with under Agenda item 15.
- 55/25 **Report of the Clerk.**
- a) **Nature Reserve update**
Cllr Bailey had sent out a report which identified work which the group wished to carry out complete with costings. Resolved that the report be accepted and the costings agreed in the sum of Approximately £135.

A resident had complained about water contamination of Bottle Brook. This appeared to be worse and there was also a smell. Clerk to contact the Environment Agency and Severn Trent.
 - b) **Budget Report**
Resolved that: A report showing expenditure up June 2025 which also included bank balance to end July/August 2025 be accepted.
 - c) **Bus Shelter - Rawson Green**
A quote received from Shelter Maintenance in the sum of £100 + VAT. Resolved that Shelter Maintenance be asked to repair.
 - d) **Bywell Lane – wall (horse trough)**
No further information with regard to the owner of the land.
 - e) **Rawson Green – dog kennels.**

No further information

- f) **5 Year Plan - review**
To be further discussed at October meeting.
- g) **Newsletter/Editor**
Currently 1 person being trialled to see if she wishes to take up the post. Resolved to pay £150 for the trial period.
- h) **Local Government Pay Review 2025/26**
Parish Warden's salary to increase to £11840 per annum an increase of £30.42 per month.
Clerk's salary to increase to £821.90 per annum an increase of £25.91 per month.
Resolved that these increases be agreed and be backdated to April 2025.
Currently the Parish Warden is paid on SCP2 and it had been agreed under the Local Government Pay Agreement that this Scale point would be removed from 2026 – therefore from April 2026 the Parish Warden would be paid on SCP 3.
Resolved: that the change to Parish Warden's scale point be agreed and put in place from April 2026.
- i) **Damaged bus shelter – Dale Park Avenue (opposite Nursing Home).**
Quotation received in the sum of £516 plus VAT consideration as to whether to claim through insurance. Resolved that the cost of repair be claimed through the parish council's insurance.
- j) **Garden competition - review**
It was agreed that both nominations and the current system of a Member identifying gardens to be shortlisted be accepted for 2026. Cllr Parker will set up the nomination system previously used. Cllr Adams agreed to carry out the shortlisting as she had for 2025.
- k) **Winter Planting**
M Booth quotes £945 to carry out winter planting of planters including boundary planters. Resolved that the quote of £945 be accepted.
- l) **Dog poo bags**
The system of providing 'free' bags continues to be abused. There were sufficient bags to last until January 2026. Resolved that no further bags be purchased and to trial to see if the issue of dog waste increased without the provision of 'free' bags. Article to be placed in Newsletter.
- m) **Conclusion of audit 2025/26**
PFK Littlejohn confirmed the conclusion of the audit for 2024/25 without any problems being identified.
- n) **IT Policy**
Resolved that the IT policy be adopted
- o) **Remembrance Day**
Clerk confirmed that the application for road closure had been sent to AVBC. The band has also confirmed and contact made with the Vicar.
- p) **Carol Service**
To be held 6.30 pm on 12th December in the Baptist Church. Mayor has been invited and contact will be made with Baptist Church.
- q) **Parish & Town Council Liaison forum – 15th September 2025**
Resolved that Cllrs Dakin and Morgan to attend.
- r) **AVBC – Community Governance Review**
It has been identified that Lower Kilburn may return into Kilburn Parish and properties on Killis Lane be placed into Kilburn Parish.
This did not cause any concern for Kilburn Parish Council, however, it was agreed that Horsley Parish Council and Holbrook Parish Council may wish to inform their residents of the proposal. Clerk to contact both Parish Councils.
- s) **Resident complaint – footpath Bown Close and parked vehicles on pavements**
Futures Housing confirmed they had cut footpath (although it was unsure as to whether this had been done). Parish Warden to trim brambles around play area.

With regard to the parked vehicles on pavements – Clerk to inform the PCSO's that complaints were being made again as on previous occasions.

t) Clerk's holiday

Clerk will be on holiday from 15th to 22nd September.

56/25

Report of Members

a) KCA update

Volunteers had cleared the debris from behind the hall.

Several grants had been applied for.

New chairs had been donated & several events soon to take place.

b) Rusting cabinet – Chapel St

Thought to belong to Royal Mail – Clerk to contact Belper Sorting Office and ask for its removal as no longer used.

57/25

To consider the following applications for funding: Scouts & Guides – scout hut renovations
Letter received from Horsley & Kilburn Scout Group stating alterations currently being undertaken.
Resolved: that the £5000 previously set aside be transferred to the Scout Group.

58/25

Finance

It was resolved to pay the following:

Transfer – Inland Revenue £296.74 (Aug 25) (paid)
Transfer – Derbyshire Pensions £251.50 (August25) (paid}
Transfer – S A Matthews salary £636.99 Total £636.99 (Aug 25) (paid)
Transfer – D Belfield - £903.68 (Aug25) (paid)
Transfer - Inland Revenue £391.30 (September 25)
Transfer - Derbyshire Pensions £299.50 (September 25)
Transfer – S A Matthews salary £761.25 & Expenses £18.42 - £779.67 (September 25) (Includes back pay April-Aug 25)
Transfer – D Belfield Salary £1063.51 (September 25) (Includes backpay April-August 25)
Transfer - NBB Recycled Furniture – Fixing kit for seat £24 (paid)
Transfer – Currys/PC World – printer & keyboard/mouse - £299.98 (paid)
Transfer – EON - £88.80 (paid)
Transfer – Amber Valley CVS £25 (paid)
Transfer – PFK Littlejohn – Audit - £378
Transfer – Dawson Print - £855 (paid)
Cash – Garden competition prizes £300
Transfer – M Booth – water planters, cut back large shrub £380
Income
Interest – Gratuity Acct £8.54 + £8.39 Reserve Acct £ 69.16 + £63.77
CCLA Interest - £452.74
Petty Cash
Envelopes £1.75

59/25

DALC – August 2025 Newsletter

60/25

Correspondence received – AVCVS Newsletter

Planning

61/25

The following planning applications have been **received**

- AVA/2025/0483 – 2 Woodhouse Rd – extending an existing dropped kerb by three kerb stones
- AVA/2025 -0489 – 56 Ryknield Rd – installation of dropped kerb
- AVA/2025/0500 - 2 The Chase - Two storey side extension to create additional reception room / utility and WC at ground, New master bedroom suite at first floor. Porch to front elevation.
- AVA/2025/0587 – Land east of Horsley Rd/South of Woodhouse Rd, Horsley Rd., Kilburn

Outline application for residential development of up to 200 dwellings including affordable housing, infrastructure, public open space, local equipped area for play, biodiversity enhancement, habitat creation and public right of way improvements. (Departure from Local Development Plan as the site within the Green Belt, would affect Rights of Way and may affect setting of conservation area.

It was agreed that a public meeting would be organised – date to be confirmed. Also that an objection would be sent from the Parish Council – wording to be confirmed.

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

- TRE/2025/0705 - Kilburn Infants The Flat Kilburn - T1.6 Maple Remove deadwood throughout crown Crown lift to clear 5m over the flat, 3m elsewhere Prune to clear telecoms lines and building I believe that all the other trees are ever deadwood only or not within the TPO area please can this be confirmed
- AVA/2025/0433 - 40 Woodhouse Road, Proposed single storey first floor level pitched roof bedroom extension
- AVA/2025/03228 Holbrook View - Certificate of lawful development required for an existing detached single garage.
 - AVA/2025/0489 - 56 Ryknield Road, - Extension of existing access
 - AVA/2025/0474 - 172 Woodhouse Road, Construction of single storey extension at the front of the property to form a garage and porch, together with alterations to the front and side elevations with regards to new window installations.
 - AVA/2025/0483 – 2 Woodhouse Rd – extending an existing dropped kerb by three kerb stones
 - AVA/2025/0500 - 2 The Chase - Two storey side extension to create additional reception room / utility and WC at ground, New master bedroom suite at first floor. Porch to front elevation.

PART 11 – CONFIDENTIAL INFORMATION

62/25

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.

Bus Stop re-location request – 19 Elm Tree Avenue

Correspondence received from residents at 19 Elm tree and 21 Elm Tree Avenue.

Members considered that a bus stop was not needed outside either of these properties as there was insufficient use and there was a bus stop approximately 200 yards away. Members also felt that if the bus stop was to remain it should be the bus company which should decide. If the bus stop is removed it would be necessary to re-locate the waste bin.

63/25

Date of next Parish Council meeting – 13th October 2025

Agenda – Elmtree Avenue – empty house

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Chairman - 13th October 2025

