

MINUTES OF KILBURN PARISH COUNCIL MEETING HELD AT 7PM ON MONDAY 10th June 2024 IN THE VILLAGE HALL

Present: Cllrs D Earnshaw, D Hall, S Fox, S Turner, A Morgan, C Riley, K Parker
S A Matthews (Clerk),

- 20/24 **Apologies** Cllr T Ainsworth (DCC/AVBC Councillor), Cllr J Whitmore (AVBC Cllr), Cllr T Bailey
Cllr L. Farnsworth
- 21/24 **Variation of order of Business**
None
- 22/24 **Declaration of Member Interests** - None
- 23/24 **Public Participation**
No public present
- 24/24 **Minutes of previous meeting**
The minutes were agreed as an accurate record & signed by the Chair.
- 25/24 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.
- 26/24 **Report of the Clerk**
- a) Nature Reserve – update
Cllr Fox gave an update on work recently undertaken. A couple of trees required removing as diseased – a quote is being sought.
The next meet up for volunteers is Saturday 15th June.
Quotation for weed spraying received in the sum of £65.00
Resolved that the Chair would meet M Booth on site to explain where the spraying was required and authorised to go ahead up to the maximum of cost of £65.
 - b) Pitfield footpath/Footpath 24
Nothing further
 - c) Proposed Outline planning application – Harworth Group – Land north of Derby Rd., Denby
Being discussed by Planning Board on 10th June 2024.
 - d) Additional Speed Indicator Device
Grant of £6000 received.
Resolved: that as 1 SID was already in place from a previous Grant it was decided that it would be more advantageous to have the same design as many of the parts were interchangeable. Therefore it was agreed not to go out to tender.
Verbal order given to SWARCO. Clerk to complete paperwork/order.
 - e) Derbyshire Police & Crime Commissioner – Nothing further. Remove from agenda until it is known whether the new Commissioner would proceed with the scheme.
 - f) Garden Competition
So far 9 nominations received. Members were asked to nominate gardens. Closing date for nominations 14th July. Mayor has confirmed he would judge. Chair to inform Clerk of date for judging at the end of July.
 - g) Update on Planning Application for Methodist Church – AVBC web site states ‘no decision yet made’.
 - h) Review of Standing Orders
Standing Orders were reviewed and agreed without amendment.
 - i) Review of Financial Regulations

Clerk had distributed a new edition of Financial Regulations. Resolved that these were agreed without amendment.

- On line authorisation

It was resolved that the Clerk would send an email to either Chair or Member responsible for overseeing finance stating payments to be made. Member would respond with authorisation and this would provide an audit trail for authorisation.

- Financial risk assessment

Resolved that this be accepted without amendment.

- Bank Mandate

Resolved that the Bank Mandate be updated. Names to be included on new Mandate agreed as Cllrs D Earnshaw, Cllr K Parker, Cllr D Hall (already on mandate) and Clerk (already on mandate).

j) Back up arrangements to cover Clerk's duties in long term absence.

Minutes could be done by a Member, however, DALC could be contacted to appoint a locum Clerk.

Clerk provided log in details for bank account in a sealed envelope this to be kept in Chair's safe.

k) Review of 5 year Community Plan

Cllr Bailey had sent out the review and asked that Members consider and let her have any amendments.

l) November litter pick

To be held on 2nd November at 10.30 am

m) Insurance Renewal

Insurance was in 2nd year of long term Agreement. Insurance increased by £58.

n) Replacement noticeboard outside Village Hall

Quotation received in the sum of £450 plus VAT

KCA had agreed to pay 50%.

To be decided whether 2 boards were required Clerk to await instructions.

o) Chair's Allowance

Resolved that the Chair's allowance be increased £936 – a 4% increase in line with Precept.

p) Clerk's Allowance

Resolved that the Clerk's allowance be increased to £728 – a 4% increase in line with Precept.

q) Virgin Media & other utilities digging up roads/pavements – resident email

Resident complained that utilities continued to dig up roads & pavements independent of each other & using different areas to dig. Cabinets were being placed on pavements which obstructed pavement for wheelchairs & pushchairs. Quality of work is poor with cables being left on pavements and debris being dropped by workmen.

Resolved that the complaints be referred to Derbyshire County Council together with photo of blocked pavement by cabinet.

r) Grass cutting/hedges

Residents & Members complained about quality of grass cutting.

Resolved to complain to Cllrs Ainsworth & Farnsworth that the workmanship was poor, grass being left covering drains etc & photos to be sent.

Discussion took place as to whether the Parish Council should take over the grass cutting from the Borough Council in the future. This would require an increase in the Precept and it was unlikely this could be passed onto the Borough Council. Resolved that Cllr Riley puts forward a FOI request to the Borough Council as to the cost of grass cutting in Kilburn. Consider again in the future – quotations would be required prior to setting Precept for 2025/26.

s) Flood Warden

Request received from DCC to consider appointing a flood warden.

Following lengthy discussion it was resolved that no Flood Warden would be appointed.

T Welch informed the Council that the Parish Council was appointed as a Holding Trustee and that Cllrs Bailey, Earnshaw, Fox & Kirsty Fox and Terry Welch be appointed as Managing Trustees.

b) Community Day – Review

Feedback from the Community Day was positive and agreed that it should go ahead in 2025.

Agreed it should be held on 7th June 2025 11am – 3pm (date/timings to be checked with KCA)

Consideration to be given to providing a barbeque and picnic area

c) Parking on grass verges/adopt a verge

Quotation in the sum of £350 for digging over identified verge.

Discussion took place as to how to prevent parking on the verge. Quotation for ‘no parking sign’ to be obtained. Agenda July

d) Electricity Pylons

Electricity companies were proposing to erect 50mtr pylons from Chesterfield to Willington going through Horsley Woodhouse, Kilburn & Morley. A public meeting was due to be held but this was cancelled due to the upcoming General election.

To be kept on the agenda.

e) Fly tipping

Cllr Fox reported several areas of fly tipping which were on land owned by Derwent Housing. All areas had been reported to Derwent Housing and a welfare officer is due to inspect.

f) On line security

Fake emails being sent thought e mail addresses were obtained from KPC web site.

Resolved that email addresses (other than the Clerk’s) be removed from web site.

Notices with email addresses be placed on web site and also placed in Newsletter.

Cyber Security course discussed. Clerk to obtain details from DALC also consideration to be given to providing a course for parishioners.

g) Cllr Hall – statement

Cllr Hall thanked Members for the card & gift in recognition of his services as Chair to the PC.

28/24 To consider the following applications for funding: none

29/24 Finance

It was resolved to pay the following accounts:

- Transfer – Inland Revenue £172.81 (June 24)
- Transfer – S A Matthews salary £608.50+ expenses (£4.50) Total £613 (June 24)
- Transfer – D Belfield - £906.36 (June 24)
- Transfer – Clear Councils (formally BHIB) £901.05
- Transfer – DCC – Licence – Nature Reserve £10
- Transfer – Steve Manners – admin support for website £180
- Income**
- Interest – Gratuity Acct 11.24 Reserve Acct £61.80

30/24 DALC – May 2024 Newsletter

31/24 Correspondence received – none

32/24 Planning

The following planning applications have been received – none

The following planning application has been granted

- AVA/2024/0251 - Berryfields Killis Lane - Proposed 2 storey side extension

33/24

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.

34/24

Date of next Parish Council meeting – 8th July 2024
Items for agenda – Dog Waste Survey

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Chairman – 8th July 2024