

**KILBURN PARISH COUNCIL**  
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Tel: 07989623309  
Clerk: Sheila Matthews

1<sup>st</sup> December 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 13<sup>th</sup> December 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 8<sup>th</sup> November (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) Vacancy
- b) Christmas tree/lights 2021
- c) War Memorial – repair of broken light
- d) Honour Board – plaque
- e) Fairview Play area
- f) Newsletter – timetable – see enclosed
- g) Dates of meetings 2022 – see enclosed
- h) Nature Reserve – update
  - Footpaths
  - Future funding
- i) Email from resident – Parking at school & speeding/Elmtree Avenuer
- j) Remembrance Day - review
- k) Kilburn Nursing Home – wall
- l) Grit bins
- m) Update on Neighbourhood Watch
- n) Chapel St – Futures Property – refuse bins
- o) Missing litter bin outside Junior School
- p) Register of Interest – redactions – security (see email sent 8<sup>th</sup> November)

- q) Result of PAT testing
- r) AVBC – Local Plan – response to representations (email sent 3.12.22)

8. **Report of Members on:**

- a) Bramble Way play area
- b) Community Safety Plan
- c) Parish (Community) Plan
- d) KCA – letter from KCA – update on meeting
- e) Community Speedwatch
- f) Footpath Woodhouse Rd – Elmtree Avenue
- g) Garden Waste bins
- h) Defibrillators
- i) Purchase of dog poo bags

9. To consider the following applications for funding –

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

- Transfer – M Johnson – Salary £1235.91 (December21)
- Transfer – Parish Warden expenses £11.16
- Transfer – Inland Revenue £383.86 (December21)
- Transfer – Unison £11.50 (December21)
- Transfer – DCC Pension £365.77 (December21)
- Transfer – S A Matthews salary £509.37 + expenses (£24.84) £534.21 (December 21)
- D/D Zoom £14.39 (Dec21)
- Transfer – Royal British Legion £210
- Transfer – Zycomm Electronics (Walkie talkies hire) £96 (paid)
- Transfer – Newstead Brass Band £380
- Transfer – ESET Anti virus £37.68
- Transfer – Smith of Derby – repair of clock £180
- Transfer – Andrew Hill – new lights war memorial (£160) Wire cages (£120) + labour £370
- **Income**
- Interest – Gratuity Acct .6 Reserve Acct .31
- CCLA Prop Fund Interest £447.49
- **Petty Cash**
- Home Bargains – Stationery £4.77
- B&M Stationery £2.49
- Cartridge Discount £8.97

11. DALC – November Newsletter

12. Correspondence received (for information only) –

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

- AVA/2021/1202 – 53-55 Chapel St – part change of use to create takeaway
- AVA/2021/1215 - 30 The Walk - Certificate of lawful development for a rear single storey extension

The following applications have been granted

- AVA/2021/1215 - 30 The Walk - Certificate of lawful development for a rear single storey extension
- AVA/2021/1073 - 21 Horsley Road - Single storey side and rear extensions

The following applications have been refused

**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 – 10<sup>th</sup> January 2022

16. Items for agenda January 2022

