

# KILBURN PARISH COUNCIL

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Clerk: Sheila Matthews

1st June 2020

To: Chairman & Members of Kilburn Parish Council

The meeting scheduled for 8<sup>th</sup> June of Kilburn Parish Council be held remotely due to the current Coronavirus pandemic and the Government instructions. These are matters to be dealt with – for those who can use ‘zoom’ we are going to try and have a meeting remotely. For those who are not able to use zoom please e mail responses in the usual way. The agenda will be published on our web site – if anybody knows of any resident who wishes to be included please advise the Clerk. I have tried to break it up into ‘information only’ and those questions to which agreement is necessary. If you wish to discuss any item please either e mail/phone or watts app video call. The public and press are welcome to comment.

Yours sincerely

Sheila Matthews

## A G E N D A

1. **Co-option – Kevin McDonald**
2. **Declarations of interest**
3. **Approval of minutes – 11<sup>th</sup> May 2020**
4. **Report of the Clerk on:**  
**Information only**
  - a) War Memorial – update – nothing further
  - b) Bollards/Planter – outside Kilburn Nursery School – no further information
  - c) Removal/erection Christmas light on nursery school wall – no further information
  - d) Nature reserve – nothing further.
  - e) Highways England have notified that essential maintenance works on the A38 on the southbound side between A610 Ripley and A61 Little Eaton Roundabout will now take place from 14<sup>th</sup> April to end July from 8pm to 6am Monday – Friday
  - f) Renewal of broken fence adjacent to Nature Reserve, Derby Road. – no further information.
  - g) AVBC to replace removed Litter Bin - Chapel St. at entrance to footpath adjacent to Kilburn Fish Bar. – not replaced – nothing further
  - h) Audit – information. I can confirm that all the necessary documents have been submitted to the external auditor and that the period where members of the public are able to inspect the accounts runs from 15<sup>th</sup> June – 24<sup>th</sup> July. Notification has been placed on the website. If any member of the public wishes to inspect the accounts this will be dealt with remotely.
  - i) Cllrs Riley, Rowe – remote training. Unfortunately Cllr Baylis was unable to take part in the training. However, Cllrs Riley & Rowe took part and report that the training was beneficial.
  - j) Ground Planters – plants to be supplied by Woolley Moor and I am pursuing them for delivery.
  - k) Lamppost Baskets – I can confirm that the licence to hang has been received from DCC.
  - l) Parish Warden – I can confirm that the Parish Warden recommenced his duties on Wednesday 13<sup>th</sup> May. A Risk Assessment was undertaken. The Clerk visited him, taking additional PPE and a letter giving instructions. She has discussed everything with the PW and he has signed to accept the conditions outlined in the letter.
  - m) Kilburn News – As many of the contributors are not operating it was considered that there would not be enough content to publish the May/June edition. It has been decided to delay the next edition to July when hopefully the school's and other contributors are able to submit their reports.
5. **Decisions required**
  - a) KCA – Lease – ratification that the Parish Council as a ‘body’ will become Custodian Trustees. No named persons required.
  - b) AVBC Local Plan – sustainability Appraisal – Scoping (previously sent by e mail) Any comments?
  - c) Chairman’s Allowance (2019 £900 + £100 to cover unanticipated expenses)

- d) Clerk's Allowance (2019 £500)
- e) Members allowance currently £154
- a) Web site update – ratification of amendments.
  - I can confirm that most of the updates have now been carried out. Thanks go to Steve Manners our technician and to Cllr Beadell for their work in doing this.
- b) Defibrillator Cabinets – 2 required at a cost of £535.14 each
  - Make ready kits – 7 required at a cost of £15 each

**6. Report of Members on:**

**Should any Member wish to comment on these items – please do so via e mail.**

- c) Refurbishment of benches
- d) Speed Watch
- e) Severn Trent Grants (Cllr Riley)
  - Nature reserve
- f) Memorial seat
- g) Condition of road - 16 Northfield down toward Start of Brickyard Lane.(Cllr Baylis)

**7. To consider the following applications for funding – none**

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

- Transfer – M Johnson – salary £1208.97 (June20)
- Transfer – Inland Revenue £365.07 (June 20)
- Transfer – Unison £11.50 (June 20)
- Transfer – DCC Pension £355.97 (June 20)
- Transfer – S A Matthews sal £495.87 + expenses (£12.30) £508.17 (June 20)
- Transfer – DCC – Licence for use of land/nature reserve £10
- Transfer – BHIB Insurance £724.45 (paid)
- Transfer – S Manners – amendments to web site £40
- Transfer – DALC – Cllr training £150

**Received**

Interest – Reserve Acct £3.72 Gratuity Account £1.17

Interest – CCLA Property Fund £573.46

**Petty Cash**

- Home Bargains – Sanitiser/disinfectant wipes £7.10
- Home Bargains – Copier Paper £2.99

**9. DALC Circulars received:** Newsletter May 20

**10. Correspondence received – Highways England – Maintenance A38 - update**

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

- **AVA/2020/0442 – 151 Woodhouse Rd – Proposed side & rear extension**
- **AVA/2020/0351 – White Barn, 15 Horsley Rd – Sub division of existing property into 2 separate self contained dwellings. 3 No new build dwellings (2 det houses and 1 det bungalow to rear garden area.**

*Comment has been made as follows:*

*This objection is made on the grounds of access.*

*The photo which has submitted is shown to have no traffic parked on the road, however, we know that there is a problem at this location as cars travelling from Horsley - park on the left hand side and cars travelling to Horsley - park on the opposite side causing a bottle neck at the White Barn. Traffic continuously drives on the pavement when vehicles are travelling in the opposite direction. There will be an additional 5-10 vehicles using the access.*

The following planning applications have been **approved**

- **AVA/2020/0155** White Barn, 15 Horsley Road, Proposed rear single storey extension to form extended kitchen, dining and additional master bedroom with en-suite.

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

**12. Date of next meeting – 13<sup>th</sup> July 2020**

**13. Items for agenda July 2020 – Remembrance Day**

(Please advise Clerk of items which can be removed from the agenda.)

