

**MINUTES OF KILBURN PARISH COUNCIL MEETING HELD ON MONDAY 11th November 2019
AT 7.00PM IN THE VILLAGE HALL**

Present: D Hall (Chair), S Baylis, D Earnshaw, E Hetherington, P Rowley, D Beadell, K Buttery (DCC/AVBC Councillor), T Ainsworth (DCC/AVBC Councillor), S Matthews (Clerk), 3 residents

84/19 **Apologies** - G Parkin, B Lambert Absent: C Riley

85/19 **Variation of Order of Business** – None

86/19 **Declaration of Members Interests** - none

87/19 **Public Participation**

The County Councillor (KB) asked that if there were any flooding issues - these be placed on the DCC web site. Some vehicle owners ignoring flood warning signs. A 'hardship' fund had been set up by DCC for businesses which had suffered flood damage.

The County Councillor (TA) stated that he had asked DCC to send a letter to the landowner who was fly tipping on footpath 38.

Resident stated that Bottle Brook had broken its banks in several places and was concerned that the infrastructure cannot cope at present without future development.

Thanks were given to the Council for the well organised Remembrance Day parade/service.

88/19 **Minutes of previous meeting**

Minutes agreed as an accurate record.

89/19 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.

90/19 **Report of the Clerk on:**

a) War memorial update

The Parish Warden to be requested to remove debris.

Some staining was occurring. The Council had not been invoiced for the outstanding retention amount. Resolved: Clerk to ask for meeting with architect & builder before paying this amount.

b) Remembrance Day

For the future – the Chair required some assistance in putting up poppies on lamppost.

The parade & service were extremely well attended and ran without any problems.

Thanks went to Cllr Beadell for organising the marshalls and comment had been made about the efficiency of the marshalls.

Thanks also to Chair & Vice Chair for putting out the signs for road closure.

Resolved: retrospective approval given for hire of walkie talkies £96 and purchase of hi vis jackets £111.82

c) Carol Service/tree/lights – Friday 6th December

Mark Booth to purchase and erect tree. Nursery School had agreed to tree & service in playground Mayor had confirmed his attendance.

The Governors of the Nursery School have requested that the Christmas sign which had been left on the building since last Christmas be removed when all the other lights were removed.

Resolved: that as a 'cherry picker' at a cost of £900 was required to erect/remove this sign, when it was removed, it would not be placed there again but an alternative site would be found.

Governors to be informed.

d) Kilburn News

Advert for editor placed on noticeboards and web site. Also to be placed in next edition of Kilburn News.

Cllr Beadell stated that Friday 22nd November was the deadline for articles for the next edition.

Cllr Beadell to contact printers to ensure they were able to print the next edition.

It was confirmed that the Scouts would be able to assist with delivery. Council to make donation to their funds.

e) AVBC Corporate Plan

The Clerk had passed on comments from the Council about the dissatisfaction of the upkeep of Church St recreation ground.

Clerk to also pass on their concerns about general maintenance in Kilburn. The dog/waste bins were not being emptied regularly. In regard to the new PSPO - signs to be made more explicit as to where dogs can/cannot go as residents are unclear.

f) Vacancy

As nobody had called for an election the Parish Council can co-opt any person showing an interest.

g) Finance Meeting

To be held after the December meeting. Any Member wishing to include items for the finance year 2020/21 to send to the Clerk with costings prior to the meeting

h) Refurbishment of noticeboards.

The noticeboards at the Toll Bar and Chapel Street were in urgent need of repair and refurbishment. Clerk had requested a cost from company who had installed.

i) Annual reminder – Register of interests/Members' Code of Conduct

The Clerk reminded Members of their duty to inform AVBC of any changes to their circumstances which required declaration.

91/19 **Report of Members**

a) Hanging Baskets – locations 2020

The Chair advised of locations to be changed. Clerk to ensure revised locations are sent for Risk assessment in due course.

b) Grit Bins

Clerk to advise of locations and Chair will inspect. Resolved: that the bins be filled as necessary.

c) DALC AGM

Cllr Earnshaw was thanked for attending.

'Highly Commended' certificates received for Council

92/19 **To consider the following applications for funding:** Rotary Club for providing 'Santa' for Carol Service £50

93/19 **Finance – it was resolved to pay the following accounts:**

- Transfer – M Johnson – salary £1200.01 (November 19)
- Transfer – M Johnson – expenses -
- Transfer – Inland Revenue £375.82 (November 19)
- Cheque No 2919 – Unison £11.50 (November 19)
- Transfer – DCC Pension £332.81 (November 19)
- Transfer – S A Matthews sal £495.87 + expenses (£17.40) £513.27 November 19
- Transfer – M Booth – Ground/boundary planters + cutting shrubs £915
- Transfer - Workwear Express – Hi vis jackets (10) £111.82 (paid)
- Transfer – SP Services £910.08 – defibrillator packs (paid)
- Transfer – Andrew Hill – Electrician – install defibrillator £130 (paid)
- Transfer – Dawson Design – newsletter £539 (paid)
- Transfer – Zycomm Radio Communications – hire of walkie talkies £96 (paid)
- Transfer – Bernard Toon – repair to lock/defibrillator £54
- Admin charge – Nat West £40

Received

Interest – Reserve Acct £3.88 Gratuity Account £1.17

CCLA Property fund interest £607.73

Petty Cash

94/19 **DALC Circulars received - none**

95/19 **Correspondence**

RMS – Parish Plan to Achieve Community Vision

Trent Barton – Parliamentary Review

96/19 **Planning Applications**

- TRE/2019/0554 17 Rawson Green – Various tree works

The following planning applications have been **approved**

- **AVA/2019/0806 – 10 St Johns Drive – 2 storey extension**
- **AVA/2019/0882 – 66 Ryknield Rd – widening vehicle access**
- **AVA/2019/0893 - 128 Chapel Street - Two storey front and single-storey rear extension, increase in roof height and new front dormer and replacement rear dormer plus garage conversion with new roof**

97/19 **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”

98/19 Date of next meeting **MONDAY 2nd December 2019**

Agenda items:

Refurbishment of benches

Defibrillators – work required over next 12 months

A38 noise reduction

PSPO

Nature reserve – weed control

Signed

Chairman

2nd December 2019