

**MINUTES OF KILBURN PARISH COUNCIL MEETING HELD ON MONDAY 13th MAY 2019
AT 7.00PM IN THE VILLAGE HALL**

Present: D Hall (Chair), E Hetherington, P Rowley, G Parkin,, S Baylis, D Earnshaw, K McDonald, S Matthews (Clerk), 2 residents

01/19 Election of Chairman

Cllr D Hall duly elected as Chairman & signed Declaration of Office

02/19 E Hetherington was duly co-opted as a Member of the Parish Council

03/19 Register of Interests and signing of Declaration of Office duly completed by those present.

04/19 Apologies – Cllrs D Beadell, T Ainsworth (DCC/AVBC Councillor) K Buttery (DCC/AVBC Councillor)
Absent: B Lambert

05/19 Variation of Order of Business – None

06/19 Declaration of Members interests – None

07/19 Election of Vice Chairman – Cllr McDonald duly elected as Vice Chairman

Election of sub committees and delegation of committees

- **Planning**

Cllrs E Hetherington, D Hall, K McDonald were duly elected

RESOLVED: that the Planning Committee deal with planning applications. If the committee decides that an application is to be recommended for refusal that application be brought to the full Council.

- **Finance**

RESOLVED: Cllrs Hall, McDonald, Earnshaw & Rowley serve on the Finance Committee

and that the Finance Committee monitor the effectiveness of internal control in line with the adopted Financial Regulations. The Finance Committee to recommend a budget/precept to full Council.

- **Events**

RESOLVED: Cllrs Hall, Beadell & McDonald serve on the Events Committee (to include Remembrance Parade, Christmas lights, Kilburn News & any other particular events).

The Events committee to oversee the organizing of events organized by the Council including Health & Safety and risk assessments.

- **Footpaths (to include street furniture and road issues)**

RESOLVED: that Cllr Hetherington & Cllr Baylis share responsibility for overseeing footpaths in their respective areas.

- **General maintenance including overseeing parish warden (to include litter and nature reserve)**

RESOLVED: that Cllr Rowley be responsible for overseeing parish warden

- **Representative on KCA (to include young people liaison)**

RESOLVED: that Cllr McDonald & Cllr Earnshaw share responsibility of acting as representative on the KCA committee

- **Members to oversee financial controls**

RESOLVED: that Cllr McDonald to oversee financial controls

08/19 Public Participation

It was reported that Paula Bennett would no longer be the PCSO serving Kilburn.

It was reported that the pot hole/manhole cover on Brickyard Lane although recently repaired was now dangerous again.

Footpath 34 – although previously reported – no action taken and a resident continued to add gardening

debris.

Residents gave an update on the AV Local Plan and voiced their concerns about there not being a Local I in place.

09/19 Minutes of previous meeting

It was agreed that the minutes of 8th April 2019 were an accurate record.

10/19 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.

11/19 Report of the Clerk on:

a) War memorial update

No further information. Members to inspect mortar.

b) Dog Waste Bin – Bramble Way

No further information.

c) Defibrillator cabinets

Cabinet received but not yet fitted.

d) Election 2019

Following the uncontested election there remains 1 place unfilled.

e) Highfield Rd – Parking

The request for the waiting restriction to be re-imposed was with the Highways Authority but it would take some time to fulfil.

Illegal/dangerous parking still occurring. Resolved that registration numbers and if possible photo evidence be given to the police.

f) Audit – Internal Audit Report

Copy of report previously issued to Members. Resolved that the Internal Audit Report be accepted.

g) Annual Governance & Accountability Return – Governance Statement.

Resolved: that the Annual Governance Statement was considered and approved and signed by the Chairman.

h) Annual Governance & Accountability Return – Accounting Statements

Resolved that the Annual Governance Accounting Statements were considered and approved and signed by the Chairman. Also resolved that the Annual Accounts be signed by the Chairman.

i) Insurance Review

It was resolved to increase the insurance for the War Memorial to £20000. Also to increase defibrillators to 6 and 6 cabinets at a cost of £500 each.

j) Hanging Baskets – results of ultrasonic testing

One column on Church St had failed but another column nearby tested OK and replaced failed column. Approval for erecting baskets given by DCC. Contractor informed of amended column. Contractor also to fill the baskets on boundary signs.

k) Amber Valley Local Plan

Response sent to Amber Valley BC and is attached to the minutes.

Nigel Mills MP had expressed his concern with regard to the AV Local Plan in a letter addressed to the Planning Policy Team at AVBC.

l) Crich Parish Council – vote of ‘no confidence’ in Amber Valley BC

The Clerk read out a media release. Agreed to bear the comments in mind but currently not make comment.

m) DALC Excellence Awards

Resolved to put forward the work carried out on the War Memorial for an award.

n) Remembrance Day

The P.C. had been informed that there would be no police presence for this years Remembrance Day service/parade.

Resolved: to request from Amber Valley BC additional signage/barriers including erection and removing. Also additional marshalls would be required.

o) Training – June meeting

Resolved: to commence the Council meeting at 6.30pm to enable the training to commence at 7.15pm.

12/19 Report of Members on:

a) Litter bin – nature reserve

Resolved: to replace damaged bin. Chair to obtain costs

b) Refurbishment of seats

Resolved that 3 seats be refurbished at a cost of approximately £300

c) Cigarette bins at bus stops

Resolved: to purchase cigarette bins for 7 bus shelters at a cost of £20 each.

d) Kilburn News

Information relating to Members reasons for serving on the Parish Council to be included in next issue.

13/19 To consider the following applications for funding: Youth Activities

Following discussion it was resolved not to fund the activities outlined especially as the options were not available to all. Clerk to respond.

14/19 Finance – It was resolved to pay the following items::

- Transfer – M Johnson – salary £1201.81 (May19)
- Transfer – M Johnson – expenses -
- Transfer – Inland Revenue - £ 375.82 (May 19)
- Cheque No 2913 – Unison £9.70 (May19)
- Transfer – DCC Pension £332.81 (May 19)
- Transfer – S A Matthews sal £495.87 + expenses (£9) £504.87 (May 19)
- Transfer – B Wood – Internal Audit £177.60
- Transfer – Smith of Derby – Service contract for Clock £733.20
- Cheque – Treetops Hospice £300
- Transfer – Zurich Insurance - £1011.60
- Transfer – Dawson Print – Newsletter £582
- Transfer – Cubit Ultrasonic £405
- Transfer – M Booth - £138
- Transfer – JRB – dog bags £297
- Transfer – Petty Cash £50
- Received –**
- 50% Precept – £26840
- CCLA Property Fund – interest £583.77
- Petty Cash –** ream paper £3.49
- **Office Outlet –** labels/magnets/stamps £31.89

15/19 DALC Circulars received

- Circular 05/2019 – General
- Circular 06/2019 - General

16/19 Correspondence - Access to Community transport

17/19 Planning Applications

The following planning applications have been **received**

- **TRE/2019/0460 – 7 Church St – Fell T1 Norway Spruce**
- **AVA/2019/0378 – 12 Woodhouse Rd – Single storey extension**

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

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

- **TRE/2019/0460 – 7 Church St – Fell T1 Norway Spruce**
- **AVA/2019/0208 - 2 Dale Court, Kilburn - Extension to garage**
- **AVA/2019/0207 – 9 Park Close – Proposed two storey front ext remodeling
(re-submission of AVA/2018/0466 with the addition of new side
windows**

18/19 PART 11 – CONFIDENTIAL INFORMATION

To move t0he 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”

Members were informed of the outcome of the Clerk’s conversation with the Parish Warden following the litter pick.

19/19 Date of next meeting – 10th June 2019

Signed
Chairman
10th June 2019