

## MINUTES OF KILBURN PARISH COUNCIL REMOTE MEETING HELD ON MONDAY 8<sup>th</sup> JUNE 2020

**Present:** D Hall (Chair), M Rowe, C Riley, D Beadell, K McDonald, D Earnshaw, S Matthews (Clerk),  
**Responses:** B Lambert, S Baylis, P Rowley  
**No response:** Cllr E Hetherington

17/20 **Co-option** – K McDonald was duly co-opted as a Member of the Council  
Register of Interest & Consent form received and signed.

18/20 **Apologies** – None

19/20 **Variation of Order of Business** – None

20/20 **Declaration of Members Interests** – None

21/20 **Public Participation - None**

22/20 **Minutes of previous meeting**  
Minutes agreed as an accurate record.

23/20 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.

24/20 **Report of the Clerk**  
**Due to the current Coronavirus lockdown decisions by Council have been taken remotely. Consequently the meeting has taken a different format.**

### **For 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  
To be taken down asap & stored until such time as a suitable location can be found.
- 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 14th 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 15th 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) Lampost 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.  
Resolved: that although the Parish Warden was reluctant to wear PPE he could not be forced to do so. It was the opinion of Members that the Parish Council could not do anything further to ensure safety.
- 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.
- n) It was reported that the Noticeboard outside the Metro Stores had been vandalised. The police were aware of the culprits and further action is to be taken. The Clerk had requested the contractor to repair but currently there was a shortage of Perspex therefore neither a quote or time scale could be given.

25/20 **Decisions Required by Members:**

a) **KCA Lease**

Resolved: that the Parish Council would become Custodian Trustees for the Village Hall.

b) **AVBC Local Plan – sustainability appraisal – scoping** – no comment..

c) **Chairman's Allowance** – Resolved: that the allowance remain at £900

d) **Allowance for Clerk for use of home as off/internet access/utilities**

Resolved to remain at £500

e) **Web site** – amendments made to web site in order to locate items easily.

Cllr Beadell & Technician S Manners thanked for their work. Cllr Beadell informed the meeting that there still remained some work to be carried out.

DALC had issued guidance on Accessibility regulations – these to be checked against Accessibility Policy to ascertain what was still required.

f) **Defibrillator Cabinets**

Resolved: that 2 replacement cabinets be purchased at a cost of £535.14 each also resolved that: 7 Make ready kits (containing suitable PPE for Coronavirus) be purchased at a total cost of £105.

26/20 **Report of Members**

a) **Speed Watch**

Reported that this would not take place during the current pandemic situation.

b) **Severn Trent Grants** – Cllr Riley to let the Clerk have a draft letter applying for grant.

c) **Memorial seat** – nothing further - place on agenda for September.

d) It was confirmed that DCC had looked at the lamppost on Northfield which was considered unsafe. No report received. Contractor requested not to hang basket until DCC confirmed the safety.

27/20 **To consider the following applications for funding:** none

28/20 **Finance – it was resolved to pay the following accounts:**

- 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

29/20 **DALC Circulars received** – Newsletter May 20

30/20 **Correspondence** - Highways England – Maintenance A38 update

31/20 **Planning Applications**

- **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.*

A response had been received from Cllr Rowley which was discussed. Resolved: that as the Council had submitted its response Cllr Rowley be asked to submit his response as a resident.

It appeared that there were TPO's on some trees on site and it was understood that 1 tree had already been felled. Clerk to contact the Planning Department to inform them.

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.

32/20 **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**

33/20 Date of next meeting **MONDAY 13<sup>th</sup> July 2020**  
- To be included in agenda – Remembrance Day  
- Refuse Collection

Signed .....  
Chairman

