

KILBURN PARISH COUNCIL
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Clerk: Sheila Matthews

4th November 2023

To: Chairman & Members of Kilburn Parish Council

You are summoned to attend the meeting of Kilburn Parish Council to be held at **7pm on MONDAY 13th November in the Village Hall, Church Street.**

A G E N D A

Part 1 - Non-Confidential Information

1. Co-option – Mr A Morgan
- Signing of declaration of office/Register of Interest
2. To receive apologies for absence
3. **Variation of Order of Business**
4. 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.
5. **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.
6. Approval of minutes of meeting held on 9th October 2023 (copy enclosed)
7. **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.**
8. **Report of the Clerk on:**
 - a) Newsletter – update
 - b) Vacancies
 - c) Nature Reserve – update
 - d) Update on Neighbourhood Watch
 - e) Resident email re speeding on Rykniel Rd
 - f) Rykniel Rd – street lighting
 - g) Community Speedwatch – update
 - h) Pitfield footpath – update following site meeting
 - i) Proposed Outline Planning Application – Harworth Group – Land north of Derby Rd., Denby
 - j) Chapel St – request for traffic/1 way system/parking
 - k) Training
 - l) Web site
 - Privacy notice (attached)
 - m) Remembrance Day - review
 - n) Carol Service – Friday 8th December
 - o) Christmas tree
 - p) Resident email complaint/suggestion Dog poo poster campaign
 - q) Dates of meetings 2024 (see attached)
 - r) Cubit Ultrasonic report on 3 lampposts which can hold SID
 - s) Finance meeting & budget 2024/25
 - t) DCC – Highfield Rd – No Waiting area/reinstatement
 - u) Wall – Dale Park Avenue (report from Parishioner)
 - v) Woodhouse Rd – resident complaint

9. **Report of Members on:**

- a) Community Led Plan
- b) KCA – update
- c) Well being bench (Cllr Parker)
- d) Severn Trent
- e) Miners Welfare – alleged report of drug dealing
- f) Flooding (Chair)

10. To consider the following applications for funding : none

11. Finance - Approval of following items for payment:

- Transfer – Inland Revenue £149.54 (November23)
- Transfer – D Belfield - Salary - £821.34 (November 23)
- Transfer – CSE Zycomm – Hire of radios Remembrance Day £96
- Transfer – S A Matthews – Salary £563.37 + expenses £4.50 = £567.87 (November23)
- Transfer – Eon – electricity war memorial £97.89 (paid)
- Petty cash- £100
- Transfer – M Booth – Ground planters £945
- Transfer – Cubit Ultrasonic £40.50
- Transfer – S Manners – Wix renewal £230.40 (paid)

Income

- Interest – Gratuity Acct £9.55 Reserve Acct £44.90
- Interest - CCLA - £537.67

Petty Cash

- Ink Factory – ink cartridges £21.99
- Calendars/cards etc. £19.00
- Range – Copy paper/Col copy paper £9.77
- Home Bargain – stationery .99p

12. DALC Newsletter – November 23

13. Correspondence received (for information only)

14. The following planning applications have been **received** –

- TRE/2023/0349 -3 Pickburn Gardens - Holly tree to be trimmed. See attachments showing location of tree and tree itself.
- AVA/2023/0688 - Land To Rear Of 22A And 22B Northfield - Construction of No.2 detached single storey dwellings (Withdrawn)

The following planning applications have been **granted**

- AVA/2023/0569 - 3 Brickyard Lane - Front and rear single storey extension, two storey side extension and loft conversion with front and rear rooflights

The following planning application has been withdrawn

- **AVA/2023/0565 – 15 Horsley Rd – erection of 4 det dwellings**

The following planning applications have been refused - None

PART 11 – CONFIDENTIAL INFORMATION

15. **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”.**

16. Date of next meeting – 11th December 2023 (Preceded by Finance Committee meeting)

