

KILBURN PARISH COUNCIL
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Clerk: Sheila Matthews

1st July 2023

To: Chairman & Members of Kilburn Parish Council

You are summoned to attend the parish council meeting of Kilburn Parish Council to be held at **7pm on MONDAY 10th JULY 2023.**

Yours sincerely

Sheila Matthews

A G E N D A

Part 1 - Non-Confidential Information

1. Register of Interests - outstanding
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 12th June 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) DALC Conference – feedback / Award
 - Neighbourhood Plan
- b) Newsletter – update
- c) Vacancies
- d) Review of Policies
 - Data protection
 - Disciplinary & Grievance
 - Health & Safety (this has been re-written & includes a risk assessment for the Parish Warden's duties)
 - Social media
 - GDPR
- e) Nature Reserve – update
- f) Update on Neighbourhood Watch
- g) Community Speedwatch – update
- h) Pitfield footpath - update
- i) Proposed Outline Planning Application – Harworth Group – Land north of Derby Rd., Denby
- j) Garden competition
- k) Defibrillator – Chapel St (near Miners Welfare) - insurance
- l) Footpath 11 – Opposite One Stop
- m) Chapel St – request for traffic/1 way system/parking

- n) Training
- o) Web site
- p) DCC – Parish & Town Council Liason Forum – 18th September – Cllr Fox booked in
- q) Committees – Cllr Turner request to join:
 - Planning
 - Finance
 - Personnel
- r) Members Allowance
- s) Chairman's Allowance
- t) Clerk Allowance for use of home as office & internet access
- u) Grass verges

9. **Report of Members on:**

- a) Community Led Plan questionnaire results
- b) KCA – update
 - Lease
- c) Grade 2 listings (Cllr Earnshaw)
- d) Communication – MS Teams

10. To consider the following applications for funding : none

11. Finance - Approval of following items for payment:

- Transfer – Inland Revenue £149.54 (July 23)
- Transfer – S A Matthews salary £563.37 + expenses (£34.65) Total £598.02 (July 23)
- Transfer – D Belfield - £821.34 (July23)
- DALC £55 – DALC Seminar £55 (paid)
- Transfer – Screwfix – A frame safety warning signs £34.98 (paid)
- Transfer – refund to Aviva Insurance £150 (paid)
- Transfer – M Booth – watering planters, strimming round planters & cutting back foliage £225
- Transfer – Shelter Maintenance – clean bus shelters £79.06
- Income**
- Interest – Gratuity Acct £6.32 Reserve Acct £23.94
- Petty Cash**
- Ink Factory – ink cartridges £11.70

12. DALC Newsletter – June 2023

13. Correspondence received (for information only) –

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

- AVA/2023/0466 – 19 Hawthorne Close – to construct a conservatory
- AVA/2023/0421 – 38 Windmill Avenue – Rear ground floor extension
- AVA/2023/0473 – 12 St Johns Drive - Certificate of lawful development for proposed Rear GF Extension to Family Dining and Lounge.

The following planning applications have been **granted**

- AVA/2023/0299 - 6 Rykniel Road - Single storey rear extension with loft conversion including roof dormer to front
- AVA/2023/0322 - 7 St Johns Drive - Rear single and two storey extensions, garage conversion and window amendments

The following planning applications have been refused

- AVA/2023/0290 - The Edge , Killis Lane, - Application for a lawful development certificate the siting of two secure storage containers onto the land for the purpose of storing domestic household items that have a direct association with the enjoyment of the dwelling. The two secure storage containers have been on the land, utilised continuously for the storage of domestic household items, for a period exceeding 4 years.

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 – 4th September 2023
Items for agenda