

**KILBURN PARISH COUNCIL**  
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Clerk: Sheila Matthews

5<sup>th</sup> June 2024

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 10<sup>th</sup> JUNE 2024 in the Village hall.**

Yours sincerely

Sheila Matthews

## **A G E N D A**

### **Part 1 - Non-Confidential Information . Part 1 - Non-Confidential Information**

1. To receive apologies for absence
2. **Variation of Order of Business**
3. 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.
4. **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.
5. Approval of minutes of meeting held on 13<sup>th</sup> May 2024 (copy enclosed)
6. **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.**
7. **Report of the Clerk on:**
  - a) Nature Reserve – update & weed spraying
  - b) Pitfield footpath – update
  - c) Proposed Outline Planning Application – Harworth Group – Land north of Derby Rd., Denby
  - d) Additional Speed Indicator Devices – update
  - e) Derbyshire Police & Crime Commissioner – Automatic number plate recognition pilot scheme. f) Garden competition
  - g) Update on planning application for Methodist Church
  - h) Review – Standing Orders
  - i) Review – Financial Regulations -
    - On line payments – authorisation
    - financial risk assessment
    - Bank mandate
  - j) Back up arrangements to cover Clerk's duties in long term absence
  - k) Review – 5 Year Community Plan
  - l) November litter pick
  - m) Insurance Renewal

- n) Replacement board outside village hall - quote
- o) Chair's Allowance
- p) Clerk's allowance for use of home as office/utilities/internet etc.
- q) Virgin Media & other utilities digging up roads/pavements – resident email
- r) Grass cutting
- s) Flood Warden

8. **Report of Members on:**

- a) KCA – update
  - Trustees – email from T Welch
- b) Community Day - review
- c) Parking on grass verges
- d) Electricity pylons (Chair)
- e) Fly tipping complaint (Cllr Fox)
- f) Online security (including emails) (Cllr Fox)
- g) Cllr Hall – statement

9. To consider the following applications for funding : none

10. Finance - Approval of following items for payment:

- Transfer – Inland Revenue £172.81 (June 24)
- Transfer – S A Matthews salary £608.50+ expenses (£4.50) Total £613 (June 24)
- Transfer – D Belfield - £906.36 (June 24)
- Transfer – Clear Councils (formally BHIB) £901.05
- Transfer – DCC – Licence – Nature Reserve £10
- Transfer – Steve Manners – admin support for website £180

**Income**

- Interest – Gratuity Acct 11.24 Reserve Acct £61.80

11. DALC Newsletter – May 2024

12. Correspondence received (for information only) –

13. The following planning applications have been **received** – The following planning applications have been granted:

- AVA/2024/0251 - Berryfields Killis Lane - Proposed 2 storey side extension

**PART 11 – CONFIDENTIAL INFORMATION**

14. **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”.**

15. Date of next meeting – 8<sup>th</sup> July 2024 Items for agenda – Dog Waste Survey