**MINUTES OF THE ANNUAL MEETING OF KILBY PARISH COUNCIL held on Tuesday 10th May 2022 8.20pm at Kilby Primary School.**

**Present:** Cllr Andrew Collins

Cllr Mark Pausey

Cllr Iain Jones

Cllr Gerry Tunnicliffe

Cllr Lisa McLoughlin

Mrs Tina Cox – Clerk to the Council

**Also present:** Cllr Les Phillimore (County Councillor), 0 members of the public

**66.** **Election of Chairman for the ensuing year –** Cllr Pausey proposed Cllr Collins, seconded by Cllr Iain Jones.

**67. Election of Vice Chairman for the ensuing year –** Cllr McLoughlin proposed Cllr Pausey, seconded by Cllr Tunnicliffe.

**68. Apologies** – Cllr Adrian Clifford

**69. Code of Conduct: Members’ Disclosure of interests and Requests for Dispensations relating to items on the agenda** – Cllr Pausey 76 2 iv) and 76 c).

**70. Minutes of the previous meeting** – The minutes of the meeting held on the 8th March 2022 (Circulated to all Councillors prior to the meeting) were agreed as a true record and signed by the Chairman.

**71. Matters Arising from the minutes of the previous meeting not included elsewhere on the agenda** - none

**72. Report from County Councillor LCC-Cllr Les Phillimore** – Highways funding (£25,000) had now been approved for each parish. Kilby would have a Mobile Vehicle Activated Sign and 2 posts. The monies would be allocated to each parish and then it would be up to the Parish Council to buy the items with recommended suppliers. New funding for the year 2022/2023 would then commence. Cllr Phillimore asked the members to think about what Highways funding initiatives they would like to be considered for 2022-2023.

Cllr Phillimore updated the Council on the meeting between Harborough District Council Planning Dept, Police and Kilby Parish Council. Consideration for the village, regarding site traffic to nearby housing developments being the main message put across to the planners. Safety around HGV’s coming through at school peak times and HGVs are having a detrimental effect on the roads and the village generally. The planners said they will consider the points raised for future sites. The police raised the point that the whole village was 20 mph and the checks with speed guns regularly highlighted that people were speeding and that people didn’t know about the 20 mph, this included HGV’s, they suggested a prior notice entering the village and said they would go back to the developers to see if there was any funding available. The 20 mph repeaters were now in place along with bin stickers.

**73. Report from District Councillor – Cllr Adrian Clifford** – Unfortunately given that Cllr Clifford gave his apologies there would be no update at this time.

**74. Policy & Finance**

**a) To receive and approve Financial Report as at 31st March 2022 and Year end 2021/2022:**

**1) Cheques submitted since the last meeting:**

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| --- | --- | --- | --- |
| LRALC | 722 | Internal audit services | £180 |
| T.Cox | 723 | Clerks Salary January 2022 | £284.26 |
| T.Cox | 724 | Clerks Salary February 2022 | £284.26 |
| Information Commissioner | 725 | GDPR renewal fee | £40.00 |
| Kilby C of E Primary School | 726 | Meeting room hire | £30.00 |
| T.Cox | 727 | Mileage claimed by clerk 2021 -2022 | £25.20 |
| T.Cox | 728 | Clerks’ salary March 2022 (including back pay) | £340.42 |
|  |  | Total | £1184.14 |

The Balance per the Bank Statement as of 31st March 2022 is £12970.26. Cheque 728 is still to be presented at the bank. Bringing the balance to £12,629.95

For audit purposes the accounting statement is £12970.26. This being the amount at the year end. RESOLVED- the Chairman signed off year end 2021/2022.

**b) To receive and approve Annual Governance and Accountability Return 2021/2022 (AGAR2) (copied to all members prior to the meeting)** - The Certificate of Exemption for smaller Councils not exceeding £25,000 was agreed, signed and dated by the Chairman and Clerk.

**c) Annual Governance Statement 2021/2022 (copied to all members prior to the meeting)** – The Clerk read out the statements, they were agreed by the Council, signed and dated by the Chairman.

**d) Accounting Statements 2021/2022 (copied to all members prior to the meeting)**- The Clerk read out the statements, they were agreed by the Council, signed and dated by the Chairman.

**e) Auditors report (copied to all members prior to the meeting)** – The Clerk reported that minor observations had been discussed with the Auditor:

1. Signatories for payment, also sign the invoices and cheque stubs to provide an audit trail.
2. Recommend reviewing the Financial Regulations and update where necessary on an annual basis.
3. Recommend the Parish Council consider adopting a Equal Opportunities policy.

**f) Model Code of Conduct Training** – Training being given by LRALC to all Parish Councils either in person on 18th May 2022 2-4pm The Chamber, Blaby District Council or via Zoom on 6th June 2022 a 6-8pm. Councillors were asked to book themselves onto one of the training courses.

**75. Open Spaces/Assets**

**a) Update on Parish Maintenance to include:**

**1) Update on Playground inspection** – Cllr Pausey reported that he will look to see if the window had been repaired and will update at the June meeting.

**2) Funding for the playground** – Cllr Pausey has spoken to the school and they are keen support an application. They have suggested the children do a project on what they would like to see.

**3) Seating for the playground** – The new seating was now in situ, with the old concrete bases being removed and taken away. The arbor will be looked at in the autumn months, along with looking at a willow structure. Cllr Jones said there is a project being done as part of the Jubilee celebration around willow structures. The redundant slide had also been removed.

**b) Noticeboards – general notices and updates** – Cllrs felt at this moment in time another noticeboard was not necessary.

**76. Planning and Environment**

**a) Planning application received by Kilby Parish Council since the last meeting-**none received.

1. **Planning applications awaiting decisions:**

**i) 21/0654/FUL – Halford Farm, Kilby** - Proposed alterations to existing vehicular access to provide a kerb radii on Fleckney Road, re-positioning of the existing gates and pedestrian gateway approximately 7m south and 5.5m east within the site providing a set-back of 16m from the highway boundary, erection of replacement fencing and gateway and associated landscaping – RESOLVED -Comments have been raised by Kilby Parish Council and can be viewed on the Blaby District Council website-Awaiting decision.

**ii) 21/0507/HH – Broadway Farm** – 1 1/2 storey extension to form car port, garages and workshop – RESOLVED - No further comments regarding this application have been submitted. Previous comments can be viewed on the Blaby District Council Website-Awaiting a decision.

1. **Planning application updates:**

**i) 21/1435/FUL - Wayside Farm Welford Road Kilby Leicestershire LE18 3TE** Subdivision of Wayside Farm to create separate dwelling from existing stable/guest accommodation- Application refused.

**ii) 21/1190/FUL- 15 Main Street Kilby Leicestershire LE18 3TD** – Conversion of one barn into a dwelling – Application withdrawn during consultation.

**iii) 21/1337/HH – Halford Farm, Fleckney Road, Kilby** - Two and single storey front and rear extensions with balcony to rear, detached garage and new brick wall boundary walls (to include demolition of existing extension and outbuilding)- Application approved.

**iv) 21/0830/FUL – 35 Main Street, Kilby** – Demolish of existing outbuildings, construction of new 4 bed dwelling, together with car parking for new dwelling and No. 35 and 37, at the rear of no. 35 Main Street, Kilby – Application withdrawn during consultation.

**b) Pre-application consultation – Solar Farm, Wistow** – Cllr Collins reported that the developer had sought a ruling from BDC as to whether an Environmental Impact Statement would be required to accompany a planning application.

**c) Land at the rear of Chapel Close** – Cllr Clifford did not give an update at this meeting. Update for the June meeting.

**d) Hinckley Freight Interchange Consultation** – Cllr Collins reported that BDC had repeated their comments with strong objections against the Interchange. KPC comments had been sent to the developer in response to the informal consultation.

**e) Multi Agency Meeting 5th May 2022 update**- Meeting with Cllr Les Phillimore, Cllr Andy Collins, Tina Cox, Clerk to KPC, PC Ian Wardle, 2 police colleagues and Market Harborough Planning – see above comments Agenda item 72.

**f) Community Facebook page/Parish Council Facebook page** – After discussion the Councillors felt a Facebook page for Kilby Parish Council would not be beneficial. Residents, however could set up a ‘Spotted Kilby’ page to reach out to villagers.

**77. Public Forum**

The lighting on Wistow Close goes off around midnight to 5.30am. The elderly residents feel that they are vulnerable so have asked if the lights can remain on. Also would it be possible to have another streetlight in the area.

The road hump outside the school seems to have had a repair done to it and drop severely on one side. Can this be reported to LCC?

The Woodland Trust have organised an event for the Jubilee on Saturday 4th June 2022. They have requested a grant from KPC for £150. The Councillors agreed, the Clerk requested a written request from the Trust.

**Meeting closed at 21.24pm**

**Next Meeting: Tuesday 14th June 2022 at Kilby C of E Primary School at 7.30pm**