

# LILBOURNE PARISH COUNCIL

## AGENDA

I hereby give notice that the Ordinary Parish Council meeting will be held on  
Wednesday 25<sup>th</sup> January 2023 at 1900 hrs  
in Lilbourne Village Hall.

To all members of the council, you are summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder. Dated 17<sup>th</sup> January 2023.

*Please note that photographing, recording, broadcasting, or transmitting the proceedings of a meeting by any means is permitted without the Council's prior written consent so long as the meeting is not disrupted. (Openness of Local Government Bodies Regulations 2014).  
Members of the public and press are welcome to attend. Please make yourself known to the Clerk.*

Mrs C Valentine - Clerk to the Parish Council 07581 490581

[clerk@lilbourne-pc.gov.uk](mailto:clerk@lilbourne-pc.gov.uk) [www.lilbourneparishcouncil.org](http://www.lilbourneparishcouncil.org)

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### Business to be Transacted

*Clare E Valentine*

23/551	<b>APOLOGIES</b> To receive apologies of absence						
	To approve the minutes of the Ordinary Parish Council meeting of 30 <sup>th</sup> November 2022 and the Extraordinary Meeting of 7 <sup>th</sup> November 2022. To note 2023 minutes references are updated to 2023 and shown as 23/XXX.						
23/552	<b>PUBLIC PARTICIPATION</b>						
	<i>Members of the public are invited to address the council. The session will last for a maximum of 30 minutes. Members of the public should address their representations through the Chairman.</i>						
23/553	<b>PLANNING</b>						
	<table border="1"><tr><td>1.</td><td><b>NEW APPLICATIONS</b> To consider new applications and those not otherwise on the agenda: <b>WND/2022/1011</b> Shires Hob 2, Chapel Lane, Lilbourne, Northamptonshire, CV23 0ST Construction of detached dwelling and associated parking and formation of new access Deadline to respond 26<sup>th</sup> January 23</td></tr><tr><td>2.</td><td><b>AWAITING DECISION</b> <b>WND/2022/0993</b> Single storey front extension 2, Yelvertoft Road, Lilbourne, Northamptonshire, CV23 0SY.</td></tr><tr><td>3.</td><td><b>DECISION</b> <b>WND/2022/0885</b> LISTED BUILDING CONSENT Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 0SU Listed building consent for demolition of existing lean to/porch. Construction of single storey rear extension Refused 11<sup>th</sup> January 2023 <b>WND/2022/0884</b> LISTED BUILDING CONSENT Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 0SU Refused 11<sup>th</sup> January 2023</td></tr></table>	1.	<b>NEW APPLICATIONS</b> To consider new applications and those not otherwise on the agenda: <b>WND/2022/1011</b> Shires Hob 2, Chapel Lane, Lilbourne, Northamptonshire, CV23 0ST Construction of detached dwelling and associated parking and formation of new access Deadline to respond 26 <sup>th</sup> January 23	2.	<b>AWAITING DECISION</b> <b>WND/2022/0993</b> Single storey front extension 2, Yelvertoft Road, Lilbourne, Northamptonshire, CV23 0SY.	3.	<b>DECISION</b> <b>WND/2022/0885</b> LISTED BUILDING CONSENT Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 0SU Listed building consent for demolition of existing lean to/porch. Construction of single storey rear extension Refused 11 <sup>th</sup> January 2023 <b>WND/2022/0884</b> LISTED BUILDING CONSENT Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 0SU Refused 11 <sup>th</sup> January 2023
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	<b>Search and comment:</b> <a href="https://www.westnorthants.gov.uk/planning-and-building-control/view-and-comment-planning-application">https://www.westnorthants.gov.uk/planning-and-building-control/view-and-comment-planning-application</a>						
23/554	<b>MINIBUS</b> Update on actions carried forward from 17 <sup>th</sup> November extraordinary meeting Town Run/Route; Private hire; Drivers; Cleaning vehicle; Garage Door repairs; School; Correspondence including WNC						
23/555	<b>CORRESPONDANCE</b> Inc; Boundary review Junction 18						
23/556	<b>PROLOGIS</b> – Updates on possible January meeting for consideration.						
23/557	<b>COMMON LAND</b> Update on common land						

23/558	<b>VILLAGE PROJECTS AND MAINTENANCE</b>																																		
	To consider updates on the following matters for decision:																																		
	1. <b><u>Jubilee Meadow - Hillmorton Lane.</u></b>																																		
	a) Fire Brigade may carry out a safety visual audit – Carry forward to next meeting.																																		
	b) Wild flower area behind the pond and Queens Jubilee plaque																																		
	c) To consider quote to trim hedges (Jubilee Meadow and burial ground)																																		
	<b><u>Millennium Wood</u></b>																																		
	2. Survey and rental agreements																																		
	<b><u>3. Play Area and Sports Field</u></b>																																		
	a) Inspection report actions																																		
	b) Zip wire repairs – on order																																		
	c) New play equipment																																		
	<b><u>4. The Green/Highways</u></b>																																		
	a) Bulbs on the Green (both sides of the road)																																		
	b) Highways matters – Reporting via <a href="https://fixmystreet.northamptonshire.gov.uk/">https://fixmystreet.northamptonshire.gov.uk/</a>																																		
	c) Flooding around The Green – Block drains reported to WNC Highways & RH																																		
	<b><u>5. Village Hall</u></b>																																		
	a) Defib pads and battery on order – Unit due servicing consider quote £165.00																																		
	<b><u>6. Footpaths and verges</u></b>																																		
	a) Replacement bin near Catthorpe Bridge – bin installation required consider quotes.																																		
	b) Noticeboards – content and management																																		
	<b><u>7. Other projects</u></b>																																		
	a) Village Newsletter																																		
b) Report on Christmas event																																			
<b><u>8. Cemetery</u></b>																																			
To adopted updated burial documentation																																			
Approval of memorial applications																																			
Noticeboard required																																			
23/559	<b>FINANCE</b>																																		
a)	To approve the bank reconciliation statement Bank balance Barclays £57,052.56 at 10.01.23 and HSBC £69,099.54 paper statement at 15.12.22 Further Income received during the period: WNC Finance 20.12.22 £30.02; R Morley £205.00 minibus; WCC £115.84 minibus; SJ Caldwell £280.00 minibus; HSBC charges £5.00 15.12.22.																																		
b)	To approve the following payments in January 2023:																																		
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Jan	BACS	Defib Store proforma 23699 replacement kit	148.80	LGA (1972) s111
				Total £1529.14
Minibus Expenditure				
Jan	BACS	Minibus Staffing January 2023	1606.44	LGA (1972) s112
Jan	BACS	Lilbourne Garage inv: 14403 Fuel Filter/Treatment	188.14	LGA (1972) s111
Jan	BACS	Lilbourne Garage inv:14450 Brake pads	245.41	LGA (1972) s111
Jan	BACS	Compleat Office Initiatives SINV00470904/SDEL00369711 minibus consumables	77.09	LGA (1972) s111
Jan	BACS	JED Building and Maintenance private hire x 2	255.00	LGA (1972) s111
				Total £ 2372.08
<b>c)</b>	<b>BANKING MANDATE UPDATE</b>			
	Applications for mandate changes and actions. Updates for online banking.			
<b>d)</b>	<b>PRECEPT</b>			
	To note the precept PR1 form has been completed and submitted before deadline.			
	<b>DECEMBER PAYMENTS - To note the payments made over the festive period 2022/23:</b>			
December	Clerks Salary December 2022	Dec 22 salary		£1,029.32
December	Nest Pensions		44896	£80.25
December	HMRC	P32 Q3		£662.11
December	Autela Payroll Services inv 10565 Q3	Q3 billing payroll		£96.48
December	Country Treasures	inv CT/LPC/151222 festive lights work		£126.00
December	NCALC	inv 2481 internal audit fees		£136.20
December	RRADAR	Legal fees		£5,500.00
December	The Printing Works	inv 9635 newsletter dec 22		£37.00
December	H White Electrical	Install festive lights		£271.74
December	Personnel Advice Solutions Ltd	Dec monthly fee		£120.00
December	John Robertson	Balance of receipts Father Christmas event		£63.47
December	JED Building Supplies	Inv 22/24 01/12/22 driving 26th Nov 22		£70.00
December	JED Building Supplies	Inv 22/25 20/12/22 driving 10th & 16th Dec 22		£175.00
December	Staffing	Dec 22 salary		£3,285.74
December	Faye Howells-Palin	Expenses December 2022		£100.00
December	Mrs L Tarplee	Return deposit vehicle hire		£100.00
				<b>£10,210.44</b>
<b>23/560</b>	<b>AOB (No matters can become decisions)</b>			
<b>23/561</b>	<b>CLOSED MEETING - CONTRACTS</b>			
	<i>To resolve the public and press to be excluded from the meeting in accordance with the Public Bodies (Admission to meetings Act 1960) in view of the nature of business to be transacted.</i>			
	HR and Staffing matters			
	Village Maintenance Tender			
<b>23/562</b>	<b>DATE OF NEXT MEETING:</b>			
	Wednesday 22 <sup>nd</sup> February 2023 at 1900 hrs			