

# LILBOURNE PARISH COUNCIL

## Minutes of the Ordinary Parish Council meeting

Held on Wednesday 26<sup>th</sup> April 2023 at 1930 hrs  
in Lilbourne Village Hall.

Attendees: Councillors C Newhouse (Chairman), J Robertson, J Alexander and A Hoare

Minibus Administrator : F Howells-Palin

Clerk: CE Valentine

Unitary Councillor R Humphreys and 3 other members of public.

23/592	<b>APOLOGIES</b> Apologies received and accepted from Councillor King (personal). To note Councillor Tetley has resigned due to work commitments and the Council wish to thank him for all of his support and help.												
23/593	<b>CO-OPTION</b> The Parish Council have two vacant seats for co-option – no applications for consideration.												
23/594	<b>DECLARATIONS OF INTEREST</b> Councillor Robertson – relief minibus driver.												
23/595	<b>APPROVAL OF MINUTES</b> It was <b>RESOLVED</b> to approve the minutes of the Ordinary Parish Council meeting of 29 <sup>th</sup> March 2023 as a correct record with the additional of 23/584 To add the Chairman was to make a complaint to WNC reference no feedback/response regarding Shires Hob and the committee process.												
23/596	<b>PUBLIC PARTICIPATION</b> <i>David Mellor ( Prologis) attended the meeting and provided an update. Two further buildings on site are completed and being heavily marketed. The infrastructure works including a lorry park furthest north of the development with a timber fence, this is mid way through development for DIRFT 3 lorry users to use to reduce spill over to the surrounding areas/villages. The rail will start up in the summer time at Kilsby, with cross over for a period of 6 months whilst transferring over to DiRFT and Lilbourne Meadows. There has been a few issues with the ridges and they are building these back up higher with bulk earth works over the next few months. Aim to complete planting end of the year and introduce the walkways and paths. Meeting planned for tomorrow with the Wildlife Trust Representative who manages 197 acres for them. The Lilbourne footpath remains closed with Heras fencing due to rare nesting birds and signage will appear soon to keep to the footpaths and heritage information boards about wildlife – next spring areas and walks should be opened with bird watch screens and archaeological and rail information further up the site. Landscapers due to return to the Parish Council's Jubilee Meadow May time. Unitary Councillor Humphries provided a report – available at end of minutes if website, or on request to Clerk.</i>												
23/597	<b>PLANNING</b> <table border="1"> <tr> <td>1.</td> <td><b>NEW APPLICATIONS</b></td> </tr> <tr> <td></td> <td>a) No new applications.</td> </tr> <tr> <td></td> <td><b>AWAITING DECISION</b> – The following application stages were noted:</td> </tr> <tr> <td></td> <td>b) <b>WND/2022/1011 (Amended)</b> Shires Hob 2, Chapel Lane, Lilbourne, Northamptonshire, CV23 OST. Construction of detached dwelling and associated parking and formation of new access.</td> </tr> <tr> <td></td> <td>c) <b>WND/2023/0177 Listed Building Consent</b> for demolition of existing porch and replacement with timber and glass structure with tiled roof (revised scheme). Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 OSU Deadline 6<sup>th</sup> April 2023</td> </tr> <tr> <td></td> <td>d) <b>WND/2023/0176</b> Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 OSU. Demolition of existing porch and replacement with timber and glass structure with tiled roof (revised scheme) Deadline 6<sup>th</sup> April 2023.</td> </tr> </table> <p><b>Search and comment planning:</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></p>	1.	<b>NEW APPLICATIONS</b>		a) No new applications.		<b>AWAITING DECISION</b> – The following application stages were noted:		b) <b>WND/2022/1011 (Amended)</b> Shires Hob 2, Chapel Lane, Lilbourne, Northamptonshire, CV23 OST. Construction of detached dwelling and associated parking and formation of new access.		c) <b>WND/2023/0177 Listed Building Consent</b> for demolition of existing porch and replacement with timber and glass structure with tiled roof (revised scheme). Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 OSU Deadline 6 <sup>th</sup> April 2023		d) <b>WND/2023/0176</b> Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 OSU. Demolition of existing porch and replacement with timber and glass structure with tiled roof (revised scheme) Deadline 6 <sup>th</sup> April 2023.
1.	<b>NEW APPLICATIONS</b>												
	a) No new applications.												
	<b>AWAITING DECISION</b> – The following application stages were noted:												
	b) <b>WND/2022/1011 (Amended)</b> Shires Hob 2, Chapel Lane, Lilbourne, Northamptonshire, CV23 OST. Construction of detached dwelling and associated parking and formation of new access.												
	c) <b>WND/2023/0177 Listed Building Consent</b> for demolition of existing porch and replacement with timber and glass structure with tiled roof (revised scheme). Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 OSU Deadline 6 <sup>th</sup> April 2023												
	d) <b>WND/2023/0176</b> Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 OSU. Demolition of existing porch and replacement with timber and glass structure with tiled roof (revised scheme) Deadline 6 <sup>th</sup> April 2023.												

23/598	<p><b>MINIBUS</b></p> <p>New vehicle delivery – Clerk to progress quote for additional vehicle keys and Minibus Admin to send to clerk dimensions of the key safe. Minibus Admin to look at sourcing the sticker for the door, possibly rear LPC sticker. Routes/drivers – It was reported that we are still short on volunteer drivers and the Saturday run is hardly used. Minibus Admin to report to WNC. It was <b>RESOLVED</b> to stop the Saturday run from June. A notice will be published in the newsletter and note to review in November time.</p> <p>School – no further updates.</p> <p>Vehicle insurance – It was <b>RESOLVED</b> to approved the annual vehicle insurance at £1294.66 per year with 1 Answer Insurance as the best value for money and service. It was noted the Minibus Admin has an app on her mobile which is linked to track and report on the new vehicle. Main dealer to be contacted regarding repairs and servicing that is covered under warranty. Maintenance requirements Lilbourne garage.</p> <p>Vehicle to be in the village hall carpark for the Coronation for public to view, decorated and will advertise Council vacancies.</p>
23/599	<p><b>CORRESPONDENCE</b></p> <p>It was noted and open for response: West Northants Boundary Commission Review – closing date 15<sup>th</sup> May 2023. <a href="#">West Northamptonshire   LGBCE</a></p> <p>WNC Planning Services update/review</p> <p><a href="#">Newsletter - April 2023 - Northamptonshire Police &amp; Fire Commissioner (northantspfcc.org.uk)</a></p> <p>It was <b>RESOLVED</b> the Clerk to write to the Police and ask about bleed kits for the village.</p> <p>Northants CALC Training Newsletter - April 2023 – It was <b>RESOLVED</b> to book Cllr Hoare on Off to a Flying Start and circulate dates for civility and respect courses per NCALC communications.</p> <p>It was noted. Leicestershire County Council – Notification of Road Closure - Notice of upcoming bridge maintenance works that will be located on Station Road, south of the village of Catthorpe at the bridge over the River Avon. The works are planned to start on Tuesday 9th May and last for up to 8 weeks.</p>
23/600	<p><b>VILLAGE PROJECTS AND MAINTENANCE</b></p> <p>To consider updates on the following matters for decision:</p> <ol style="list-style-type: none"> <li>1. <b><u>Jubilee Meadow - Hillmorton Lane.</u></b> <ol style="list-style-type: none"> <li>a) Installation - life buoy – Clerk arranging.</li> <li>b) Plans for developing area behind the pond and Queens Jubilee plaque – See update as per Pubic Participation. Cllr Robertson suspects additional work from updated tender needs checking and including in current tender. It was <b>RESOLVED</b> the Clerk is to check need to obtain quotes for next meeting.</li> <li>c) Update on areas requiring attention - noted as above – Cllr Robertson to follow up.</li> <li>d) Risk Assessment for approval – it was <b>RESOLVED</b> to review for May meeting</li> </ol> </li> <li>2. <b><u>Play Area and Sports Field</u></b> <ol style="list-style-type: none"> <li>a) Updates on equipment and area It was reported the zip wire is fully working and quieter. Set at lower rate so difficult for adults to use.</li> <li>b) New play equipment project – Councillor Newhouse is obtaining quotes and it was <b>RESOLVED</b> for the Clerk to obtain an additional quote.</li> </ol> </li> <li>3. <b><u>The Green</u></b> <ol style="list-style-type: none"> <li>b) It was noted that the temporary flag pole and base for The Green installation has been arranged. It would appear that the daffodils may have been cut off during mowing rather than dying back. It is already noted additional bulbs are to be planted – September agenda.</li> </ol> </li> <li>4. <b><u>Village Hall</u></b> <ol style="list-style-type: none"> <li>a) Defib pads and battery on back order with supplier. It was <b>RESOLVED</b> to request refund for no supply of parts. Councillor King not present at the meeting to provide defib update.</li> </ol> </li> <li>5. <b><u>Highways/ Footpaths and verges</u></b> <ol style="list-style-type: none"> <li>a) Actions arising for consideration – It was reported that the verge area is overgrown outside Country View. White Rock have asked if the PC are satisfied with the new street light outside Country View,.</li> </ol> <p>Highways matters updates inc. potholes– Reporting via <a href="https://fixmystreet.northamptonshire.gov.uk/">https://fixmystreet.northamptonshire.gov.uk/</a></p> </li> </ol>

It was noted some potholes have been filled but Councillor Robertson is to request a walk around with Manager at Keir the week commencing 9<sup>th</sup> May 2023 to view state of the roads and to establish if construction vehicles have finished going through to the solar farm.

**6. Other projects**

a) Village Newsletter. It was **RESOLVED** to include in the next newsletter: New vehicle, volunteer drivers and Councillor vacancies, WNC bus survey.

**8. Burial Ground**

a) Noticeboard installation – delivery – on order awaiting delivery and Clerk to arrange installation.  
 b) Burial ground working group? – no response form newsletter – still requires help, keep in newsletter.

**23/601**

**FINANCE**

a) It was **RESOLVED** to approve the bank reconciliation statement  
 Bank balance Barclays as of 20.04.23 £94,336.60. HSBC at 20.04.23 unknown at time of agenda as refused to supply final closing statement to The Clerk. HSBC paper statement delivered for meeting confirming account closed with HSBC with no funds or charges.  
 It was **RESOLVED** to approve the payments of staff – payroll not yet processed in time for the Agenda. LGA (1972) s112.

b) It was **RESOLVED** to approve the following payments for April 2023:

PC Expenditure				
April	BACS	NCALC inv 2897 - membership	623.97	LGA 1972 s111
April	BACS	BT Village Hall WiFi April 2023	45.12	Telecommunications Act 1984 s97
April	BACS	Personnel Advice Solutions Ltd – April 2023	120.00	LGA (1972) s111
April	BACS	Printing Works – Newsletter printing inv 10243	35.00	LGA 1972 s142
April	BACS	NPower In06692365 Street Lighting Jan – March 23	128.17	Highways Act 1980, s.301
April	BACS	NPower in0668913 Street lighting December 22	0.64	Highways Act 1980, s.301
April	BACS	J Alexander – Newsletter reimbursement	9.00	LGA 1972 s142
April	BACS	Four Counties Ground Maintenance Village Mowing April 2023 x 2 inv 23/004	630.00	Open Space Act 1906
April	BACS	Defib store – additional payment for upgraded pads	36.00	Public Health Act 1936, s234
Total			£1627.90	
Minibus Expenditure				
April	BACS	Compleat Office Supplies – bus stickers	10.80	LGA 1972 s111
April	BACS	Compleat Office Supplies – consumables inv SINV00481463	24.54	LGA 1972 s111
April	BACS	PPL PRS Music Licence Fee	203.40	LGA 1972 s111
April	BACS	The Taxi Insurer insurance add new vehicle	78.00	Local Government and Rating Act1997, s.26-29
April	BACS	The Taxi Insurer renewal minibus invoice <b>CANCELLED PAYMENT</b>	<del>1479.14</del>	<del>Local Government and Rating Act1997, s.26-29</del>
April	BACS	Paynes Of Hinckley Invoice (minus trade in of old vehicle £18K– LPC paid total £29,759.64)	44,759.64	Local Government and Rating Act1997, s.26-29
April	BACS	JED Building Services – private hire inv 23/10	75.00	LGA 1972 s111
Total			£46,630.52	

<b>c)</b>	<b>BANKING MANDATE UPDATE</b>
	It was <b>RESOLVED</b> to remove Councillor Tarplee and Tetley as banking signatories and new Barclays signatories are: Cllr Robertson; Hoare and King. Once this is in place open the Unity account with Councillors Newhouse, Robertson, Hoare and King as signatories, Clerk as Administrator.
<b>d)</b>	<b>LPC HSBC ACCOUNT CLOSURE</b> – HSBC letter confirming account closed has been received to the Clerk. Cllr Robertson will follow up his complaint made ( complaint also made by Clerk) regarding poor service and lack of communication difficultly with any banking and reason for closing the account.
<b>23/602</b>	<b>AOB (No matters can become decisions)</b> Unitary Councillor attendance – AC and ML
<b>23/603</b>	<b>DATE OF NEXT MEETING:</b> Wednesday 31 <sup>st</sup> May 2023 at 1900 hrs  <b>Meeting Closed at 21:16 hrs</b>