

LILBOURNE PARISH COUNCIL

AGENDA

I hereby give notice that the Ordinary Parish Council meeting will be held on
Wednesday 28th June 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 22nd June 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

<https://lilbourne-pc.gov.uk>

Distribution: CN/JR/JA/CK/AH/SS/IC/CWC/LVB/LVH/RH/AC/ML/TC

Business to be Transacted

Clare E Valentine

23/640	APOLOGIES OF ABSENCE To receive apologies of absence.										
23/641	ELECTION OF VICE-CHAIRMAN										
23/642	<ol style="list-style-type: none"> TO RECEIVE AND SIGN DECLARATION FOR ACCEPTANCE OF OFFICE FROM COUNCILLORS Received and sign declarations for Councillors not present at the May annual meeting. TO RECEIVE AND COMPLETE THE REGISTER OF INTERESTS Received and signed by those not present at the May annual meeting. TO CONFIRM ANY DECLARATIONS OF INTEREST ON THE AGENDA Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a disclosable pecuniary interest will require the member withdraws from the meeting room during that transaction of that item of business. 										
23/643	To confirm councillors roles and responsibilities and committee members for HR and Staffing, Minibus and Planning. Responsibilities include: village maintenance; mowing; v hall, rec ground/play area, burial ground, highways, street lighting, footpaths, newsletter, Jubilee Meadow, The Green, Health and Wellbeing, IT, Speed watch/speed cameras, Police Liaison Representative/Neighbourhood Watch, grants, plus others.										
23/644	<ol style="list-style-type: none"> To review the Grant Policy which requires updating. To review and adopt the minibus Risk Assessment and amendment of mentioned Covid guidance. 										
23/645	SIGNING OF THE MINUTES To approve the minutes of the Annual Parish Council meeting of 31 st May 2023.										
23/646	PUBLIC PARTICIPATION <i>Members of the public are invited to address the council. Members of the public should address their representations through the Chairman. 3 minutes per person maximum 15 minutes.</i>										
23/647	PLANNING To consider the following planning applications: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center;">1.</td> <td>NEW APPLICATIONS</td> </tr> <tr> <td></td> <td>a) To receive any planning applications not otherwise on the agenda.</td> </tr> <tr> <td></td> <td>AWAITING DECISION</td> </tr> <tr> <td></td> <td>b) WND/2023/0177 Listed Building Consent 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 0SU</td> </tr> <tr> <td></td> <td>c) WND/2023/0176 Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 0SU. Demolition of existing porch and replacement with timber and glass structure with tiled roof (revised scheme)</td> </tr> </table>	1.	NEW APPLICATIONS		a) To receive any planning applications not otherwise on the agenda.		AWAITING DECISION		b) WND/2023/0177 Listed Building Consent 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 0SU		c) WND/2023/0176 Burnham House 5, The Horsepool, Lilbourne, Northamptonshire, CV23 0SU. Demolition of existing porch and replacement with timber and glass structure with tiled roof (revised scheme)
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		To search and comment on a planning application visit: View and comment on a planning application West Northamptonshire Council (westnorthants.gov.uk)
23/648	MINIBUS	<p>Garage – safe and outside wall Additional vehicle keys. Routes/town Drivers/school More volunteer drivers required. Yelvertoft Parish Newsletter – contributions to be submitted by the 17th of each month. Acceptable Behaviours & Safeguarding Leaflet Correspondence WNC Transport contract extended until July 2024 Midas Training 29th June 2023 2 drivers. Setting up a new minibus page on the website</p>
23/649	VILLAGE PROJECTS AND MAINTENANCE	
	1. Jubilee Meadow - Hillmorton Lane.	
	a) Installation - life buoy	
	b) Pro Logis progress with the maintenance work and contractor’s progress.	
	c) The path at the bottom of Hillmorton Lane – opening delayed.	
	d) Risk Assessment for approval for the pond area.	
	Play Area and Sports Field	
	a) HAGS work to repair damaged pieces of equipment.	
	b) New play equipment project and a request for a bike/scooter rack at the village hall or park for kids.	
	2. The Green	
	b) Temporary flagpole – The PC to look at longer term flagpole permissions but the item is being managed within permitted guidance on The Green.	
	3. Village Hall	
	a) Defibrillator – Cllr King to be set up on “the Circuit”.	
	b) Bleed kits, cabinets and life support training for the village: 1. https://www.citizenaid.org/shop Cabinet £390.00 Kits from £125.00 with various training options. 2. https://turtledefibcabinets.co.uk/defibrillator-cabinets/emergency-bleed-control-cabinet-kit-package/ Cabinets & Kits £425.00 Control the Bleed - Daniel Baird Foundation. 3. Off the Streets Northants £106 for a bleed bag and £510 for a bleed cabinet including vat and delivery. Install for free. (Noted matter linked to village Hall but also consider best location in village).	
	c) CCTV and the carpark	
	d) Damaged fencing (horses in field) next to playing field.	
	e) Reports of dog walking and quad bikes on the playing field.	
	4. Highways/ Footpaths and verges	
	a) Highways matters updates inc. potholes– To note reporting via https://fixmystreet.northamptonshire.gov.uk/	
b) Signposts renewal		
c) Speed cameras – Clerk update and grant information		
d) Overgrown vegetation near Country View – advice received on ownership of vegetation. Also, property along Station Road obscuring road view for vehicles.		
e) Reports of inconsiderate parking in the village		
5. Newsletter		
a) Updates and matters for the next edition		
23/650	Burial Ground	<p>a) Noticeboard installation – linked with Lifebuoy installation. b) Headstone safe checks c) Maintenance work d) Request for scattering of ashes over two graves.</p>
23/651	FINANCE	<p>To approve the June 2023 bank reconciliation statement Bank balance Barclays as of 22.06.23 £91,123.96 Income: Minibus contract: Fri, 26 May 23ACCESS UK LTD BGC £1,471.20.</p>

To note for invoice in May 2023 Compleat Office SINV00481463 £24.54 payment duplicated.

To approve the following payments for June 2023:

PC Expenditure				
June	BACS	Clerk salary June 2023	1210.89	LGA 1972 s112
June	BACS	Nest Pension June 2023	92.91	LGA 1972 s112
June	BACS	HMRC PAYE Mths 1-3	387.87	LGA 1972 s112
June	BACS	BT Village Hall Wi-Fi June 2023	45.12	Telecommunications Act 1984 s97
June	BACS	Clerk expenses June 23	36.69	LGA 1972 s111
June	BACS	Personnel Advice Solutions Ltd – June 2023	120.00	LGA (1972) s111
June	BACS	Parish Council Websites – BWP Creative Ltd Inv 2123 renew 12-month domain .org	36.47	LGA 1972, s.142
June	BACS	Npower In06692365 Jan – March 23 Street Lighting (April 23 agenda not processed)	128.17	Highways Act 1980, s.301
June	BACS	4Counties Mowing inv 23/030 1 st ,15 th /28 th June 23	1045.00	Open Space Act 1906
Total			£3103.12	
Minibus Expenditure				
June	BACS	Staffing for June 2023	1054.84	LGA 1972 s111
June	BACS	F Howells-Palin expenses DVSA fees (sat run)	13.00	Local Government and Rating Act 1997, s.26-29
June	BACS	Lilbourne Garage 31 st May 23 Safety check inv 15123	156.00	Local Government and Rating Act 1997, s.26-29
Total			£1223.84	

23/652

23/653

CORRESPONDENCE
 WNCT - West Northants Community Transport
 Town and Parish Briefing June 2023
 DRAFT Junction 18 Liaison Forum Minutes
 D-DAY 80 – suggests lighting a beacon 6th June 2024

23/654

AOB (No matters can become decisions)

23/655

Date of next meeting:
 Wednesday 26th July 2023 at 1900 hrs