

LILBOURNE PARISH COUNCIL

AGENDA

I hereby give notice that the Ordinary Parish Council meeting will be held on
Wednesday 28th February 2024 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 February 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/AH/SS/CWC/NM/LVB/LVH/RH/AC/ML/TC

Business to be Transacted

Clare E Valentine

24/723	APOLOGIES OF ABSENCE. To receive apologies of absence & to note the resignation of Councillor King						
24/724	SIGNING OF THE MINUTES To approve the minutes of the Parish Council meeting 31 st January 2024 as a correct record.						
24/725	DECLARATIONS OF INTEREST 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.						
24/726	PUBLIC PARTICIPATION 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.						
24/727	MINIBUS To note and consider actions following committee meeting relating to the minibus and garage. New ADAM system registration requested. Risk Assessment approval. Operation educate						
24/728	PLANNING <table border="1" style="width: 100%;"> <tr> <td colspan="2">NEW APPLICATIONS</td> </tr> <tr> <td>a)</td> <td>To consider any applications not otherwise on the agenda.</td> </tr> <tr> <td colspan="2">To search and comment on a planning application visit: View and comment on a planning application West Northamptonshire Council (westnorthants.gov.uk)</td> </tr> </table>	NEW APPLICATIONS		a)	To consider any applications not otherwise on the agenda.	To search and comment on a planning application visit: View and comment on a planning application West Northamptonshire Council (westnorthants.gov.uk)	
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24/729	NEIGHBOURHOOD DEVELOPMENT PLAN a) To discuss and consider next actions – consider arranging village meeting for engagement and volunteers. b) To consider responding to the Rugby Local Plan c) Housing Needs Survey Midlands Rural Housing (MRH) has been approached by CC Town Planning to carry out a Housing Needs Survey (HNS) of the Parish of Lilbourne. The survey is to establish whether there is any need for housing of all tenures for local people, and to gauge their feelings about new housing provision. Awaiting documents. d) West Northamptonshire Local Plan - Parish Engagement – documents for response 2 nd April 2024.						
24/730	VILLAGE PROJECTS AND MAINTENANCE 1. Play Area and Sports Field a) To confirm the chosen colour of the railings for the approved order of play area fencing. b) Football pitch and goalposts (JR/CWC) – To consider quotes and update.						

	<p>c) Tree stump removal in play area</p> <p>3.Village Hall</p> <p>a) Bleed kits, cabinet update – Bleed kit we have been advised now has a 14-week lead time on order. To approve C King to continue as volunteer of behalf of LPC managing the defib unit.</p> <p>b) To consider quotes for bay markings for the minibus and parking spaces. (NM)</p> <p>c) Village Hall Wi-fi arranged with Vodaphone.</p> <p>d) Request from Lilbourne Village Hall to hire the field on 20th July 2024 for the family sports day village event.</p> <p>e) Damaged fencing (horses in field) next to playing field – To note we have received data on boundaries from West Northants Council - decide next steps.</p> <p>4.Highways/ Footpaths and verges</p> <p>a) Highways matters updates inc. potholes https://fixmystreet.northamptonshire.gov.uk/ To review and decide upon next actions following meeting with Highways and Unitary Councillor Humpries for requested road resurfacing, update on work to roads following solar farm construction traffic and underlying issues including drainage. To note a member of public has written to the Parish Council regarding Highways and Parish Council matters for response.</p> <p>b) Sign post Church Lane/Station Road requires replacing</p> <p>c) Speed cameras and roads/speed reductions incentives/Speed watch (SS). Update from Councillor Starling regarding next stage of quotes and highways consent. Also applying for the Police and Crime Commissioners grant and licence. Speedwatch 2024 – plans for Lilbourne.</p> <p>d) Litter picking and risk assessment and equipment (SS) Licker pick planned for Saturday 2nd March 2024 at meet at the 10.30 at the telephone box. All welcome.</p> <p>6. Christmas Update on 2024 Christmas procedures (CN) including timer, consider quotes for purchasing the string baubles and plastic storage boxes.</p> <p>7. Street Lighting</p> <p>Parish Council to consider new energy contracts.</p> <p>8. Police Liaison Rep – Neighbourhood Alerts - Speed watch</p> <p>Updates for consideration and latest news (SS)</p> <p>9. Newsletter</p> <p>Items for newsletter and updates (JA)</p>																																								
24/731	<p>BURIAL GROUND</p> <p>a) Maintenance work – gates and shed. Plans for the cremated remains area</p>																																								
24/732	<p>FINANCE</p> <p>a) To approve the January 2024 bank reconciliation statement. Accounts submitted for review to Chairman/ b) To approve the Bank balance Barclays as of 20.02.24 £53,029.82. c) Income received during the period: Minibus (Access UK 16.02.24 £1471.20; P Litchfield £205.00; Access UK 02.02.24 £294.24; WCC Fud £ 114.71 and Access Uk £1176.96. d) Banking mandate updates Councillor Morley - Barclays e) To consider parish mobile deals – previously considered but at the time required Clerk entering into a personal contract.</p>																																								
24/733	<p>To approve the following payments for February 2024:</p> <table border="1"> <thead> <tr> <th colspan="5">PC Expenditure</th> </tr> </thead> <tbody> <tr> <td>February</td> <td>BACS</td> <td>Clerk salary February 2024</td> <td>1125.83</td> <td>LGA 1972 s112</td> </tr> <tr> <td>February</td> <td>BACS</td> <td>Nest Pensions Staff February 2024</td> <td>83.60</td> <td>LGA 1972 s112</td> </tr> <tr> <td>February</td> <td>BACS</td> <td>HMRC PAYE</td> <td>121.58</td> <td>LGA 1972 s112</td> </tr> <tr> <td>February</td> <td>BACS</td> <td>BWP Creative 2 year domain renewal inv-2495</td> <td>105.60</td> <td>LGA 1982, s. 142</td> </tr> <tr> <td>February</td> <td>BACS</td> <td>West Northants Council Inv 424001944194 Installation of road sign Burial ground</td> <td>1838.87</td> <td>Highways Act 1980, s 130</td> </tr> <tr> <td>February</td> <td>BACS</td> <td>Personnel Advice Solutions Ltd February 2024</td> <td>120.00</td> <td>LGA (1972) s111</td> </tr> <tr> <td colspan="3">Total</td> <td>£3,395.48</td> <td></td> </tr> </tbody> </table>	PC Expenditure					February	BACS	Clerk salary February 2024	1125.83	LGA 1972 s112	February	BACS	Nest Pensions Staff February 2024	83.60	LGA 1972 s112	February	BACS	HMRC PAYE	121.58	LGA 1972 s112	February	BACS	BWP Creative 2 year domain renewal inv-2495	105.60	LGA 1982, s. 142	February	BACS	West Northants Council Inv 424001944194 Installation of road sign Burial ground	1838.87	Highways Act 1980, s 130	February	BACS	Personnel Advice Solutions Ltd February 2024	120.00	LGA (1972) s111	Total			£3,395.48	
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	Minibus Expenditure			
	February	BACS	Staffing for February 2024	1294.93 LGA 1972 s111
	February	BACS	JC Drake invoice 24/15 driving	150.00 LGA (1972) s111
	Total			£1,444.93
24/734	INTERIM INTERNAL AUDIT AND POLICIES – To review and update the following policies for the website at the Internal Auditors recommendation. To approve the Internal Auditor Interim report and note any actions. Financial Reserves Policy; Document Retention Policy; Internal Controls Policy; Subject Access Request Procedure; Health & Safety Policy; Grant Awarding Policy.			
24/735	<p>CORRESPONDENCE. Open consultations can be found via this link https://westnorthants.citizenspace.com/ West Northants Consultation Hub</p> <ul style="list-style-type: none"> • visit Have your say on our plans to improve Air Quality. This consultation closes midnight Sunday 17 March 2024. • Visit https://www.westnorthants.gov.uk/community-safety-and-emergencies/community-funding-grants-framework for the latest community grants. • To note free portrait of the King is on order with WNC. • Further workshops available for the Town and Parish development of a Tree Strategy (members of public welcome) https://www.eventbrite.co.uk/e/west-northamptonshire-tree-strategy-public-engagement-workshops-tickets-825096113687 • Cabinet members agreed to recommend the final 2024/25 budget on Thursday, 22 February at 5pm. The agenda will be published this week on the Council’s website: Link: https://westnorthants.moderngov.co.uk/ieListDocuments.aspx?Cid=142&Mid=1147 • The consultation closes on 18 March 2024. Martyn’s Law will place a requirement on those responsible for certain venues to consider the threat from terrorism and implement appropriate and proportionate mitigation measures https://www.gov.uk/government/news/six-week-martyns-law-consultation-launched. • The next free-to-attend planning briefings with West Northamptonshire Council (WNC) will take place online on Tuesday 27 February 2024 from 1000 to 1100 about the development of the West Northamptonshire Local Plan (WNLN) including the settlement hierarchy. • West Northamptonshire Parish Council, and Kier Tree planting project 			
24/736	• AOB (No matters can become decisions)			
24/737	Date of next meeting: Annual Parish Meeting and Ordinary Parish Meeting: Wednesday 27 th March 2024			