

**MINUTES OF THE ANNUAL MEETING OF KILBY PARISH COUNCIL held on Tuesday 9<sup>th</sup> May 2017, 7.30 pm  
at the United Reformed Church, Main Street, Kilby**

**Present:** Cllr Andrew Collins (Chairman)  
Cllr Gerry Tunnicliffe (Vice Chairman)  
Cllr Gail Butler  
Cllr Iain Jones  
Cllr Tony Kilsby  
  
Mrs Julie Whitehouse, Clerk to the Council

**Also present:** Cllr David Jennings (District and County Councillor), Cllr Adrian Clifford (District Councillor) and 3 members of the public

**56. Election of Chairman for the ensuing year**

Cllr Andrew Collins was elected to office for the forthcoming year, signed his Declaration of Acceptance of Office and took his seat as Chairman of the meeting

**57. Appointment of Vice Chairman for the ensuing year**

Cllr Gerry Tunnicliffe was appointed as Vice Chairman

**58. Apologies for absence – none**

**59. Annual Report for 2016/17 – the Annual Report was read out and approved**

**60. Code of Conduct: Members' Disclosure of interests and Requests for Dispensations - none**

**61. Minutes of the previous meeting**

The minutes of the meeting of the Council held on 7<sup>th</sup> March 2017 were agreed as a true record

**62. Matters arising from the minutes of the previous meeting not included elsewhere on the agenda:**

**Minute ref 51 Missing Weight Restriction Sign on Spinney Road** – noted that it had now been replaced.

**Minute ref.54c)ii) School Sign on Spinney Road** – noted that the sign was no longer there

**Minute ref. 55b) Subsidence to bridge on Spinney Road** – notified by Highways that the Bridge had been scheduled for attention and was not considered to be a current danger; **Rising Water, Main Street** – referred to Severn Trent Water and to monitor with rainfall; **Drains maintenance outside Kilby United Reformed Church** -some works carried out but matter didn't appear to be resolved, Clerk to request update

**Minute ref 55c) Shared Responsibility - Community Open Spaces** – District Cllr Adrian Clifford reported that details of the open spaces currently owned by Blaby District Council and to be offered to Parish Councils would be circulated to parishes after the general election when there would be a 2 month consultation period

**Minute ref. 55e) Improving Safety on A5199 Welford Road** – noted that Councillors were extremely disappointed that no reply had been received from Mr P Crossland, Director of Environment & Transport. Cllr Iain Jones to follow up

**63. Policy & Finance**

a) **Financial Report** to 31 March 2017 – it was resolved that the finance report (copied to all members and filed with these minutes) be received and approved. The bank reconciliation to 31<sup>st</sup> March 2017 was signed by the Chairman and a Councillor

b) **Asset Register** – it was resolved that the Asset Register be approved

c) **Financial Regulations** – it was resolved that the Financial Regulations be adopted by the Council

d) **Internal Auditor** – noted that Chris Parker had been appointed as Internal Auditor

e) **Insurance Policy** – it was resolved to accept the revised quotation from Came and Co for 2017/18

f) **Grant Application** – it was resolved to support St Mary's Church, Kilby with a grant of £350

g) **National Joint Council Pay Award** – it was resolved to implement the second stage of the pay award for the Clerk's salary

h) **Annual Governance Statement** – External Audit for Financial Year ended 31st March 2017: The Annual Governance Statement was copied to all members. It is the specific responsibility of Members to complete and the Chairman to sign. Members agreed the responses and the statement was completed.

- i) **LRALC membership** – it was resolved that the Council would remain a member
- j) **Litter picking Equipment** – the purchase of litterpicking equipment from 2016/17 budget was ratified
- k) **Grass cutting Contract** – it was resolved to appoint Firetree to carry out grass cutting contract for 2017

64. **Open Spaces/Assets**

- a) **Playground Project/Maintenance Update**
  - i) Plans submitted to The Play Inspection Company and feedback supplied including revisions to safety surfacing and slide. Working Group to meet and progress.
  - ii) Noted that Cllr Butler would attend a playground inspection course on 11<sup>th</sup> May
- b) **Servicing of Defibrillator**
  - i) Noted that replacement pads had been ordered
  - ii) Noted that phone box painting would commence shortly
- c) **Racking/Display System in Phone Box**  
 Consideration was given to including a racking/display system in phone box for leaflets/information but it was agreed that the phone box should be kept clear as it housed the defibrillator. It was agreed that a noticeboard policy would be created by Policy & Finance Working Group and brought back to Council.

65. **Planning & Environment**

- a) **Planning Consultations to be considered by Council:**
  - i) **Land off Peatling Road, Countesthorpe 17/0405/OUT** (adjacent parish) – outline application for residential development of up to 150 dwellings with details of access
  - ii) **Land South of Marston Crescent, Countesthorpe 17/0403/OUT** (adjacent parish) – outline application for demolition of agricultural structures and the erection of residential development of up to 100 dwellings

Neither application was supported by the Council. It was agreed to submit comments to the planning authority by 12<sup>th</sup> May raising concerns about lack of infrastructure to support increased development and the impact on the surround road network.

- b) **Planning Applications decided by Planning Authority since last meeting:**  
 Foston Lodge Farm, Welford Road, Kilby 17/0103/CLASSR Prior notification of change of use of existing agricultural buildings to commercial use (B1 business) – noted

Decided and Pending applications detailed on Planning Summary – noted  
 Cllr Collins commented that a decision on Land at Kilby Road, Fleckney, 16/00592/OUT was imminent.

66. **Correspondence Received** - all noted

- a) Report crime at the click of a button – Leicestershire Police
- b) BDC Community Volunteer Week
- c) BDC Community Transport Services

67. **Public Forum**

- a) A complaint was received by a resident on Main Street regarding congestion/pollution caused by a revision to Arriva bus service timetable, (particularly at peak school drop off/pick up times) resulting in 2 buses, with engines running, using Kilby as a timing stop at the same time. A discussion took place and it was agreed that Cllr Collins would write to Arriva outlining the concerns.
- b) Standards of parking in the village appeared to be deteriorating once again and Cllr Jones agreed to contact the Police Community Support Officer.

**Meeting closed:** 9.15 pm

**Next meeting:** Tuesday 6<sup>th</sup> June 2017 at 7.30pm at United Reformed Church, Kilby