

**KILSBY PARISH COUNCIL
NOTICE OF MEETING**

Tuesday 11th November 2025 at 7.30pm

To members of the Council: **You are hereby summoned to attend a meeting of Kilsby Parish Council to be held in the Kilsby Room of Kilsby Village Hall, Rugby Road, Kilsby.**

Members of the public and press are invited to attend a meeting of Kilsby Parish Council and to address the Council during its Public Participation session which will be allocated a maximum of 20 minutes.



Emma Gibson – Parish Clerk

5th November 2025

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). Please make yourself known to the Clerk if you wish to record the meeting in any way.

Parish Clerk: Mrs E Gibson, Tel: 07547113996 e-mail: clerk@kilsby-pc.gov.uk

1	APOLOGIES					
1.1	To receive apologies for absence.					
2	PUBLIC OPEN FORUM SESSION <i>limited to 20 mins (Extended at the discretion of the Chairman).</i>					
2.1	Public Open Forum Session. Members of the public are invited to address the Council for a maximum of 20 minutes with any individual contribution lasting up to 3 mins. Representations shall not require a response at the meeting nor start a debate.					
2.2	To receive reports either written or verbal from West Northamptonshire Councillors.					
3	DECLARATIONS OF INTEREST					
Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the Agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest. You must withdraw from the room when the meeting discusses and votes on the matter.						
3.1	Declarations of any Disclosable Pecuniary or Other Interests.					
3.2	Dispensations: To consider written requests for dispensation of DPI.					
4	Co-option					
4.1	Council to consider any applications for co-option.					
5	MINUTES					
5.1	To approve and sign minutes of the Parish Council meeting held on Tues 14 th October 2025.					
6	MATTERS ARISING (For information only).					
6.1	Any other matters arising from the Minutes not otherwise on the Agenda.					
7	POLICE MATTERS					
7.1	To receive any update from PLR.					
8	PLANNING (click on the hyperlinks to view the planning application documents).					
8.1	Application for consideration: West Northamptonshire Infrastructure and Developer Contributions Supplementary Planning Document (SPD) : Council to consider response to the document.					
8.2	Applications approved or outstanding: West Northants Council –Daventry Area Planning Department: 2023/5783/MAF : Outstanding 2024/4299/FULL : Outstanding 2025/2352/LBC : Outstanding					
9	ACCOUNTS					
9.1	To note the Bank Reconciliations dated 31 st October 2025: £111,538.26					
9.2	To approve payments as follows including any payments received between 5 th November 2025 and 11 th November 2025. Internal financial controls to be undertaken.					
To Whom Paid		Method	Details of Payment	£	VAT	Ex VAT
E Gibson		BT	Expenses and mileage	47.60		
DCK		BT	Payroll Oct 25	37.80	6.30	31.50

Devall's Window cleaning	BT	Bus shelter cleans Oct 25	52.00		
HMRC	BT	Oct 25 PAYE	-----		
E Gibson	BT	Oct 25 salary	-----		
NEST	BT	Pension Oct 25	-----		
PC Websites	BT	Hosting fee annual	314.64	52.44	262.20
Wicksteed	BT	Repairs as per annual inspection	1284.25	214.04	1070.21
Kilsby Village Hall	BT	Hall hire	66.50		
Norse	BT	Mowing Oct 25	2040.36	1700.36	340.06
P Martin	BT	Cemetery management July-Nov 25	450.00		
9.3	Income Oct 2025: To be reported. Cemetery: £675.00 Kilsby Village Shop: £30.00 Newsletter ads: £186.25				
9.4	Budget working party: Council to consider the recommendation of the budget working party. Council to approve the budget for 26-27 and precept request for 26-27.				
10	COMMUNITY and CLIMATE				
10.1	• Climate Action: Update from any meetings. • Climate & Nature Champion (CAN): Council to consider appointing a CAN to represent the council in matters relating to the climate, nature, and the environment. • Village Hall Rep: Council to discuss Parish Council village hall representative role. • Kilsby House: Parking for contractors at Kilsby House. Update to be received and Council to make any necessary resolution.				
11	HIGHWAYS AND OPEN SPACES				
11.1	To receive any update: • Village sign: Council to consider update. • Streetlighting: Council to consider installation of lighting on the REC. • Cycle and Pathways: Council to receive an update and make any resolution as needed. • Resident email: Concerns raised regarding school parking and suggestion to approach the school and PCSO regarding the matter. Council to discuss. • Butts Lane: Update to be received in relation to path and tree works.				
12	CORRESPONDENCE				
12.1	Correspondence received between 5 th and 11 th November 2025 to be discussed.				
13	ITEMS FOR NEXT AGENDA				
13.1	Council to discuss items for next agenda.				

Next meeting of Kilsby Parish Council will be held in Kilsby Village Hall on Tuesday 13th January 2025 at 7.30pm