

**MINUTES OF THE MEETING OF
KILSBY PARISH COUNCIL
HELD ON**

Tuesday 14th October 2025 at 7.30pm

PRESENT: Cllr H Gibbs (Chair), Cllr C Haycock, Cllr O Houlton, Cllr T Kerr, Cllr M Margetts, Cllr R Nicholls, Cllr J Palmer, and Cllr I Weston.

APOLOGIES: WNC Cllr A Simpson

WNC Cllrs: Cllr R Humphreys and Cllr M Arnall

CLERK AND RFO: Mrs E Gibson

Public: 1

1	APOLOGIES
1.1	To receive apologies for absence. Apologies received from Cllr A Simpson (WNC).
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. No public in attendance wishing to address the Council. WNC Cllr Arnall was in attendance. Advised Council he is trying to get round Parish Council meetings, to introduce himself, inform Councils that WNC Cllrs are available and contactable and want to help with local issues. He advised Cllr C Hastie has been appointed as Parish Liaison. Cllr Arnall advised he is keen to take away issues to look at such as planning and highways concerns.
2.2	To receive reports either written or verbal from West Northamptonshire Councillors. Written report received from Cllr Simpson a copy is available on the Kilsby PC website. WNC-Councillors-Report .
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. None. Cllr T Kerr advised he is no longer a member of the village shop committee.
3.2	Dispensations: To consider written requests for dispensation of DPI. None.
4	Co-option
4.1	Council to consider any applications for co-option. Council consider application received from Mr R Chamberlain. Council RESOLVED to co-opt R Chamberlain.
5	MINUTES
5.1	To approve and sign minutes of the Parish Council meeting held on Tues 9 th September 2025. Council RESOLVED to approve.
6	MATTERS ARISING (For information only).
6.1	Any other matters arising from the Minutes not otherwise on the agenda. None.
7	POLICE MATTERS
7.1	To receive any update from PLR. Cllr Palmer reported to the Council that she has only had one resident express an interest in Speedwatch initiative and therefore it cannot be progressed at present. This matter will continue to be considered when more volunteers come forward. There will be another PCSO walkabout of the village on 27 th Oct at 6pm. The meeting point will be based in the Red Lion carpark. Police Fire and Crime Commissioner is holding a Q&A session on 21 st Oct 2025. There is a Neighbourhood Watch AGM on 29 th Oct and Cllr Plamer is attending on behalf of the Council. There is a Neighbourhood Watch Community Grant available, and Cllr Plamer is looking into the possibility to get publicity material for the village to publicise the Neighbourhood Watch scheme. Cllr Palmer advised there does not seem to be interest in the village for a NHW meeting, so she is considering arranging a coffee evening with the PCSO to look at home safety and advise for residents. Cllr Palmer will continue to advertise NHW in the KK. The parking around Rugby Road and Hall Close due to the work on Kilsby House was raised. Clerk advised she has recently been in contact with the

	developers who had assured her they would work to minimise this disruption so she will contact them again if this is still on going.					
8	PLANNING (click on the hyperlinks to view the planning application documents).					
8.1	Application for consideration: None.					
8.2	Applications approved or outstanding: West Northants Council –Daventry Area Planning Department: 2023/5783/MAF: Outstanding WND/2021/0777: REFUSED 2025/1138/FULL: APPROVED 2025/3018/FULL: APPROVED 2023/7641/FULL: REFUSED 2024/4299/FULL: Outstanding 2025/2352/LBC: Outstanding					
9	ACCOUNTS					
9.1	Council noted the Bank Reconciliations dated 30 th September 2025: £117,191.89					
9.2	Council RESOLVED to approve payments as follows including any payments received between 7 th October and 14 th October 2025. Internal financial controls were undertaken.					
To Whom Paid		Method	Details of Payment	£	VAT	Ex VAT
RBL Poppy appeal		BT	KPC Poppy Wreath	£35.00		
WN Norse		BT	Village mowing #001281	£2040.36	£340.06	£1700.30
E Gibson		BT	Oct mileage and expenses	£47.60		
Kilsby Players		BT	Grant 25-26 to set up	£700.00		
DCK		BT	Payroll Sept 25 and Pension declaration	£60.00	£18.50	£31.50
HMRC		BT	PAYE Sept 25			
E Gibson		BT	Sept 25 Salary			
NEST		DD	Sept 25 Pension			
ICO		DD	Annual fee	£47.00		
E Gibson		BT	Oct 25 salary			
Nest		DD	Oct 25 pension contributions			
HMRC		DD	PAYE Oct 25			
O2		DD	Office phone	£29.46	£4.91	£24.55
Abbie Print Ltd		BT	KK newsletter printing	625.00		
Valda Energy		DD	Electricity street lighting	303.92	14.82	296.25
9.3	Income September 2025: Reported. Bank interest: £282.47 Hardingstone PC – SLCC membership share: £113.51 WNC 2 nd precept: £30,000.00 Kilsby Village Shop: £30.00 Newsletter ads: £67.50					
9.4	Budget working party: Council arranged a budget working party meeting for 6 th November at 11am.					
10	COMMUNITY and CLIMATE					
10.1	Climate Action: Update from group. Recycling meeting was very successful and Cllr Humphreys working with WNC to get a pilot in the area for recycling soft plastics. Other local Councils are also looking to arrange a visit to the recycling plant. Lots of work locally regarding climate change and the group has heard from Welford school who are involved in an ecoschools project. Welford are happy to liaise with Kilsby Primary should they wish to become involved. The village garage sale went well with many residents reporting good profits. Opening further cemetery space: Councillors received an update on the meeting with R Quinney to discuss timescale and plan for cemetery expansion. Council advised further expansion not necessary at present as it is assessed that there is four years' worth of space at present. Council agreed to look at grazing the area again.					
11	HIGHWAYS AND OPEN SPACES					
11.1	To receive any update: Butts Lane: Council considered the quotations for tree works. Council RESOLVED to instruct Cordwood Tree services. The contractor has confirmed to the Clerk that the works to path have now been completed. Cllrs are of the view that the work is not of the standard they expect. Clerk to arrange a site visit with Cllrs and the contractor. Village sign: Council considered update and quotation for village sign. Council RESOLVED that the quotation was too high. Village sign to be put on hold for the time being. Village shop: Council were to consider an annual grant for village shop. No grant application has been submitted as of yet. The grant application was not considered. Council considered a resident's correspondence regarding the shop. Council agreed the resident should be advised					

	that the PC provided start up funds to the village shop but has no involvement in the running of the shop and any complaints regarding this need to be directed to the shop. • Speeding: Resident has raised speeding and Speedwatch initiative, Cllr Palmer discussed previously under item 7.1. Council considered the purchase of more 20 mph signs for the village. Council discussed and RESOLVED not to purchase more signs at this time. • Tree report: Council considered the tree report and quotations gathered to complete work identified. Council RESOLVED to instruct, Cordwood Tree Services to complete priority one and two work as per the report. • REC: Council considered the release of the annual grant funds to REC Committee to allow fence repairs to be undertaken. There are not enough signatories with online access at present to approve payments. Council therefore agreed to pay any invoices directly and not claim back VAT and then minus any payments from the Annual REC grant. Clerk to add more signatories with online access to REC account. To be approved at next REC meeting on Tues 11th Nov 2025. Council agreed to continue with bench installation as per fund received from s106 money. • Highways: Cllr Weston met with Highways Officer and agreed signage in village to be removed and the possibility of traffic data being gathered. Council discussed the possibility of approaching DIRFT to request that they re-direct lorries to motorway network on a voluntary basis. R Chamberlain and WNC Cllr Arnall to look at this further. Clerk to arrange another meeting with Highways to look at possibilities of traffic and speeding management in light of possible new developments.
12	CORRESPONDENCE
12.1	Correspondence received between 7 th and 14 th October 2025 to be discussed. None.
13	ITEMS FOR NEXT AGENDA
13.1	Council to discuss items for next agenda. Discussed above during meeting.

Next meeting of Kilsby Parish Council will be held in Kilsby Village Hall on Tuesday 11th November 2025 at 7.30pm

Meeting closed: 21.11

Signed:.....



Dated:.....

11/11/2025