

KILSBY PARISH COUNCIL

NOTICE OF MEETING

Tuesday 8th September 2026 at 7.15pm

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

2nd September 2026

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.
2.3	Councillor Co-option: Council to consider any applications for co-option.
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	MINUTES
4.1	To approve and sign minutes of the Annual Parish Council meeting held on Tues 14 th July 2026.
5	MATTERS ARISING (For information only).
5.1	Any other matters arising from the Minutes not otherwise on the Agenda.
6	POLICE MATTERS
6.1	To receive any update from PLR.
6.2	PSCO: Council to consider rejoining PCSO Scheme with DIRFT and Crick PC. Council to consider an update, costings and make a resolution.
7	PLANNING (click on the hyperlinks to view the planning application documents).
7.1	<i>Application for consideration:</i> Barby Sporting Club: Council to discuss any updates. 2026/3215/HH: 15 Hall Close Kilsby CV23 8XZ, Demolition of existing UPVC Conservatory, single storey rear extension (flat roof) and two storey rear extension (hipped roof). Relocation of existing oil tank. Resp due 10.09.26. 2026/2734/HSC: Tesco Grocery Daventry International Rail Freight Terminal Stephenson Way Kilsby CV23 8YH, Hazardous substance consent for the storage of various controlled substances. Resp due 18.09.26 2026/3043/FULL: Croft Farm Kilsby Lane Kilsby CV21 4PN. Change of use of agricultural land to a secure (fenced) dog exercise field with associated 1.8m perimeter fencing and use of the existing vehicular access and hardstanding for parking. Resp due 18.09.26 2026/3325/HH: 6 Spring Close Kilsby CV23 8YZ, Installation of a air-conditioning unit on outbuilding. Resp due 21.09.26 Letter Crick Council: Traffic lights Junction 18 M1. Council to discuss.
7.2	<i>Applications approved or outstanding: West Northants Council –Daventry Area Planning Department:</i> 2026/1705/LBC AND 2026/1706/LBC: Outstanding 2024/4299/FULL: Outstanding 2025/5293/FULL: Outstanding 2026/2321/FULL: Kilsby Grange Watling Street Kilsby CV23 8UW, Regularisation of fenestration changes and use as ancillary accommodation to outbuilding approved under planning permission DA/2016/0853 (retrospective). APPROVED. 2026/2265/FULL: Eltisley Cottage 5 Chapel Street Kilsby CV23 8XE, Construction of detached concrete garage: APPROVED. 2026/1926/LBC: Tudor Cottage 11 Manor Road Kilsby CV23 8XS, Listed building consent for installation 7 no of solar panels west elevation roof slope: Outstanding. 2026/2101/FULL: Rainsbrook, 8 Independent Street, Kilsby, CV23 8XL, Demolition of existing rear conservatory and construction of a single-storey rear extension with flat roof and rooflight, together with a front entrance porch. Rear extension to be finished in render. APPROVED.

8	ACCOUNTS					
8.1	To note the Bank Reconciliations dated 31 st August 2026:					
8.2	To approve payments as follows including any payments received between 2 nd September 2026 and 8 th September 2026. Internal financial controls to be undertaken.					
	To Whom Paid	Method	Details of Payment	Power	£	VAT
	E Gibson	BT	Aug expenses		£29.95	
	ICO	DD	Information Commissioners Office Fee		£52.00	
	BWP Creative Ltd	BT	PC Websites July domain renewal		£36.00	£30.00
	Nordis Signs	BT	20 MPH Signs		£193.42	£32.24
	Arnold Thomson	BT	Debenture solicitor Fee		£392.00	£82.00
	DCK Payroll	BT	Payroll July 26		£37.80	£6.30
	Kilsby Village Hall	BT	Meeting Hire		£23.62	
	CYPN	BT	Youth Club June-July		£835.10	£139.18
	VALDA	BT	Streetlighting energy		£120.35	£5.73
	CYPN	BT	Youth Club hall hire Feb-May		£288.50	
	HMRC	BT	PAYE Aug 26			
	NEST	DD	Pensions Aug 26			
	E Gibson	BT	Aug 26 salary			
	Abbie Printing Ltd	BT	Newsletter printing #1152		£625.00	
	PKF Littlejohn LLP	BT	Annual external Audit Fee 25-26		£504.00	£84.00
	Kilsby Village Hall	BT	Hall Hire July 26		£23.62	
	E Gibson	BT	Homeworking allowance and mileage		£39.20	
	CYPN	BT	Youth Club Hall Hire Jun-Jul 26		£70.50	
	DCK Payroll	BT	Payroll Aug 26		£37.80	£6.30
	Viking Direct	BT	Printer cartridges		£111.34	£18.56
	O2	DD	Office Phone June 26		£37.73	£6.29
	O2	DD	Office Phone July 26		£31.73	£5.29
	O2	DD	Office Phone Aug 26		£31.73	£5.29
	Unity Bank	DD	Service charge		£7.00	
	ElanCity	BT	VAS		£3193.99	£532.33
	Parish Council Websites	BT	Website hosting and support		£314.64	£52.44
8.3	Income July and August 2026: Income to be noted.					
8.4	Village Shop: Update to be received.					
8.5	Grant Application: Council to consider a grant application from KAG.					
8.6	External Auditor Report: Council to resolve to accept external auditor's report.					
9	COMMUNITY and CLIMATE					
9.1	Climate Action: Update from meeting.					
9.2	Village Trees: Council to discuss trees in the village and whether a consultation should be considered to decide if the village wants more trees and locations. Council to make a resolution.					
9.3	Book Swap: Update to be received and any resolution necessary to be made.					
9.4	Postal Service: Council to discuss possibility of a street survey to gather evidence of deliveries.					
10	HIGHWAYS AND OPEN SPACES					
10.1	VAS update: Council to receive an update and make a resolution as needed.					
10.2	DIRFT Liaison: Council to discuss and consider any action required. Council to receive an update on better neighbours scheme with DIRFT. Meeting date set for Thurs 24 th Sept at 10am.					
10.3	Speeding and traffic: Council to discuss speeding in village and make resolutions as required. a. Update Speedwatch project. b. ANPR date update. c. Resident email requesting Council consider enforcement cameras on the zigzag lines at school. d. Village Gates location. Update to be received.					
10.4	Open space for village: Council to discuss update. Council to consider proposed new option and consider any resolution necessary.					
10.5	Kilsby A5 Pedestrian Crossing: Council to discuss update, and consider a formal resolution to support the proposal.					
10.6	Highways: Update from any WNC Highways liaison.					

	• Proposed Highways Representative Scheme: Council to discuss whether they would participate in the scheme should it proceed. • Weed spraying: Council to discuss weed spraying in the village. • Flooding on Rugby Road, Kilsby (near No. 54) - water entering private properties. Council to discuss. • Location of new Defibrillator: Council to discuss new location for a new defibrillator for the village.
10.7	Devon Ox Green: Parking on Devon Ox Green. Council to discuss and make a resolution.
10.8	Malt Mill Green: Council to look at planting and tidying of the area and make a resolution as needed.
11	CEMETERY
11.1	• Cemetery issues: Council to discuss any issues regarding the cemetery.
12	CORRESPONDENCE
12.1	Correspondence received between 2nd September and 8th September 2026 to be discussed. • NCALC Conference: Sat 3rd October. Council to discuss any Cllrs that wish to attend. • WNC Parish Conference: Thurs 26 Nov. Council to discuss any Cllrs that wish to attend. • Kilsby House: Council to discuss and make any resolutions as required. • OFSTED: Council to discuss whether it is possible to engage with OFSTED during inspections. • Resident email: Parking Independent Street, Council to discuss. • Pay award: Council to agree implementation of National Pay award as per NCALC update.
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 October 2026 at 7pm.