

**KIRK LANGLEY PARISH COUNCIL MEETING
MINUTES OF THE MEETING IN THE VILLAGE HALL
THURSDAY 3RD NOVEMBER 2022**

PRESENT: Cllr L Baker (Chairman), Cllr H Leonard (Vice Chairman), Cllr B Whittaker, Cllr P Wallis, Cllr J Clowes, Cllr T Walker (new co-option), Clerk – F Keppel-Spoor (minutes) and there were no members of public present.

Reference	Agenda Item	
142.2022/23	Apologies for Absence	BCllr J Orton, CCllr D Taylor
143.2022/23	Declaration of Members Interest	No declarations to record.
144.2022/23	Variation of Order of Business	No variations to record.
145.2022/23	Co-option of Member Councillor	Co-option of Thomas Walker to the vacant position. Cllr Walker signed the declaration of acceptance of office in the presence of The Clerk will now update the website with new information and prepare an email address for Cllr Walker; as well as arrange some Essential Councillor Training via DALC.
146.2022/23	Public Participation/Questions	No public participation to record.
147.2022/23	Reports from Outside Bodies	Nothing to report at this time.
148.2022/23	Minutes of Meeting 6 th October 2022	The minutes of the meeting from 6 th October 2022, which were circulated to all member Cllrs prior to the meeting were agreed to be a true and accurate record of the meeting, and were signed by the acting Chairman.
149.2022/23	Clerk Report	Work has commenced on the budget setting for the forthcoming financial year with a view to ratifying this at the full council meeting in January 2022, along with the precept request. I am being mindful of the current economic climate and the cost-of-living crisis; and this is why the budget is taking longer to prepare this year. We are also still waiting for the external audit report to be finalised from PKF Littlejohn LLP which is losing the process a little. We have now received confirmation of the new bank account with Unity Trust Bank, this will make all financial matters much easier as we move forward and will enable a robust set of schedules to be supplied at each meeting. I have been working on various loose ends and updating lots of information on the website to ensure we are capturing as much information regarding the parish as possible. Core functions continue to be met, and as we move forwards into the end of the year I will provide updates on all aspects.

150.2022/23	Chairman Report	Cllr Baker extended thanks to Cllr Wallis and Mr Clowes for the installation of the poppies along with thanks to Cllr Walker for standing for co-option to the Parish Council.
151.2022/23	Village Newsletter	There was a discussion regarding content of the agreed newsletter and it was RESOLVED to aim for a distribution at the end of November/beginning of December. It was RESOLVED the Clerk will contact the Village Hall contact and request the latest number for circulation. It was RESOLVED the key theme of this first newsletter would be to share village information and highlight opportunities to engage with the community and volunteer as and when a request is made. It was RESOLVED to use a festive photograph for the header of the newsletter and Cllr Walker and Cllr Whittaker will forward some suitable pictures for consideration. It was RESOLVED to include as many local events as possible, not just for Kirk Langley, but for the wider neighbourhood. It was RESOLVED to include information on the grit bins as we move into the winter season. It was RESOLVED Cllr Baker and the Clerk will work together with a view to producing a proof by 18 th November 2022 which will be circulated to member Cllrs ahead of printing.
152.2022/23	Grit Bins	Cllr Whittaker has audited the grit bins locally and circulated a report ahead of the meeting. It was RESOLVED to ensure that all grit bins are renewed with fresh rock salt ahead of the winter season. It was RESOLVED the Clerk will contact DCC Highways and seek clarification to the ownership of the grit bins currently in-situ. It was RESOLVED the Clerk will contact Futures Housing to ascertain information regarding grit bin adjacent to their sheltered living complex.
153.2022/23	S106 Funding Availability	The Clerk has requested information and update from AVBC regarding any S106 finding available, with particular reference to the development overseen by Bowbridge. An update will be provided at the next meeting.
154.2022/23	A52 Update	It was RESOLVED the Clerk will continue to request a presence and monitoring from CREST/DRPU to monitor parking on unbroken white line along A52. Post meeting note, this has been forwarded to DCC Highways as it within the remit of Civil Enforcement Officers. DCC Have confirmed they will add this site to their schedule for monitoring and enforcement. There is currently nothing further to update regarding the A52 crossing. It was RESOLVED the Clerk will contact Cllr Taylor ahead of the next meeting for an update/
155.2022/23	Christmas Tree Installation	It was RESOLVED to go ahead with the install of a Christmas tree which is supplied by Meynells – the install will likely be around 8/9 th December. There was a discussion and it was RESOLVED to purchase new lights for the village tree which will negate the need for a person to be responsible for turning them on and off each day over the festive period. It was RESOLVED to ask a local resident, in close proximity to the site of the tree for use of the outdoor electric socket; and it was RESOLVED to make an ex-gratia payment of £30 for the cost of the electric supply. It was RESOLVED to purchase 50m

		lights, extension cable and dri-box/weather proof plug. It was RESOLVED to ask for volunteers to decorate the tree once it is installed. Cllr Clowes will speak to the Village Hall Committee to enquire regarding volunteers as per the arrangements last year.
156.2022/23	Village Hall Committee Meeting Update	<p>Cllr Whittaker gave an update from the most recent Village Hall Committee meeting. The VHC are committed to holding an event on the first Saturday of each month; the Clerk advised this may be eligible for the VHC to apply for a warmhub grant from AVBC/DCC – it was RESOLVED the Clerk will forward information to the Village Hall Committee in the first instance.</p> <p>There was a discussion regarding the organisation of events locally and the need for information to be readily available to avoid a clash of events. It was RESOLVED to add an additional page to the Parish Council website with a contact form and link directly to the Village Hall website as a means of signposting. This will enable information to be shared to a wider demographic; and will not remove any responsibility from the Village Hall Committee, but will hopefully make information easier to find.</p>
157.2022/23	Noticeboards	<p>There was a discussion regarding the new Flagshaw Lane estate and the enthusiasm to welcome new residents to the parish. It was RESOLVED the Clerk will contact Peveril Homes again and ask for a notice board to be installed in a prime location with high footfall to ensure all residents are able to access parish information easily. It was further RESOLVED to ask for updated information regarding the installation of litter and dog waste bins on the new estate – it is the understanding of the Parish Council that this is Peveril Homes responsibility and will remain so until such time the estate is adopted by DCC/AVBC.</p>
158.2022/23	Planning Applications & Decisions	<p>New planning applications at 3rd November 2022 TPO475/2022 – Christmas Tree Cottage applied Pending planning applications at 3rd November 2022 AVA/2022/0646 – Approval of reserved matters in respect of appearance, layout, landscaping and scale pursuant to outline ref AVA/202/1226 for the construction of 35 dwellings alongside associated site infrastructure, open space and land for school playing fields and a pickup/drop off area at Land off Moor Lane, Kirk Langley – response agreed for addition to AVBC Planning Portal and added as an appendix to these minutes (appendix 1). AVA/2022/0696 – Removal of condition 2 of AVA/2015/0918 to enable the building to be occupied as an independent dwelling – no additional comments to add AVA/2022/0675 – Retention and completion of timber outbuilding (may affect the setting of a listed building and the character of the conservation area) at Chatswood, Barn Hall Farm Court, Flagshaw Lane, Kirk Langley</p>

		<p>AVA/2022/0674 – Retention of gravel paths to serve vegetable patch (may affect the setting of a listed building and the character of the conservation area) at Chatswood, Barn Hall Farm Court, Flagshaw Lane, Kirk Langley</p> <p>AVA/2022/0688 – Proposal for development of three residential dwellings with all matters reserved (the proposal is a departure to the adopted local plan and may affect the setting of a Scheduled Monument) – response agreed for addition to AVBC Planning Portal and added as an appendix to these minutes (appendix 2).</p> <p>AVA/2022/0478 – single storey rear and side extension to provide habitable accommodation at Langley Barton, 29 Ashbourne Road, Kirk Langley</p> <p>AVA/2022/0479 – Listed Building Consent for single storey side and rear extension to provide extended habitable accommodation and new windows to replace existing within dwelling at Langley Barton, 29 Ashbourne Road, Kirk Langley</p> <p>AVA/2022/0502 – Demolition of existing garage/outbuildings to allow conversion and extension of existing house and subdivision to four dwellings at Wheathills Lodge, Brun Lane, Kirk Langley</p> <p>AVA/2022/0280 – Two-storey rear extension to incorporate basement bedroom at 2 The Green, Kirk Langley – it was RESOLVED to add comments presented by the Planning Working Group to the planning portal in relation to this planning application.</p> <p>AVA/2022/0481 – Proposed construction of one new dwelling at The Royal Oak, 14 Ashbourne Road, Kirk Langley</p> <p>AVA/2022/0194 – Proposed dog day care centre including new buildings, solar panels and parking at Land off Flagshaw Lane, Kirk Langley – this is a departure to the adopted local plan. Agreed additional submission to be added to AVBC Planning Portal and included in these minutes as Appendix 3.</p> <p>AVA/2021/1259 – Replacement of existing Cattery with 2 no residential dwelling units at The Cats Cradle, Windy Arbour, Kirk Langley</p> <p>PDR/2021/0077 – Application to determine prior approval requirement for change of use of agricultural building to single dwelling at Wheathills lodge, Brun Lan, Kirk Langley</p> <p>AVA/2021/0154 –1 Listed building consent for rebuilding of north single storey extension to form new entrance lobby and associated works at Hall Farm, Flagshaw Lane, Kirk Langley</p> <p>Approved planning applications at 3rd November 2022</p> <p>AVA/2021/0153 – Rebuilding of north single storey extension to form new entrance lobby and associated works at Hall Farm, Flagshaw Lane, Kirk Langley</p>
159.2022/23	Correspondence	No correspondence to report not otherwise covered by the agenda.

160.2022/23	Finance Matters a) Invoices due and Income Received b) Banking arrangements	<ul style="list-style-type: none"> a) Invoices were approved for payment, including the Clerk salary and HMRC payment. DDs have been implemented for regular payments, where possible and will continue to be monitored monthly. b) The application to Unity Trust bank is complete and the Clerk has been able to access the new bank account. It was RESOLVED the other signatories of the account will contact Unity Trust via telephone and request their log in details to enable the dual authorization required for administration of the account. c) The Clerk is in the process of preparing a budget proposal which will be presented to the full council at the next meeting for ratification.
161.2022/23	Items for next agenda	Budget Ratification and precept request Dates for meetings 2023 Village Newsletter - update
162.2022/23	Date & Time of Next Meeting	The next ordinary Parish Council meeting will take place on Thursday 5 th January 2023 at 7pm at Kirk Langley Village Hall.

The Chairman thanked everyone for attending and the meeting was closed at 21.00pm.