

KIRBY MUXLOE PARISH COUNCIL

MINUTES of the MEETING of the PARISH COUNCIL

Held at 7.00 pm on

Thursday 24th October 2024

At Kirby Muxloe Parish Council, Station Road, Kirby Muxloe

MEMBERS PRESENT:

Councillors: N Bruen	C Frost	J E John
M Mulholland	F Quilliam	W Wernick

In Attendance: Parish Clerk

Members of Public – One

COU/077/24-25

To receive apologies for absence

Apologies were received from Cllr B Atkinson, D Everley, M Fox.
Cllr A Bruen was absent.

Apologies were also received from County Cllr N Chapman and District
Cllrs T Deakin and R Stead

COU/078/24-25

**To receive disclosures of interest to any matter pertaining to the
agenda and to receive and consider dispensations**

Disclosures of interest regarding Kirby Meadows were received from Cllrs
C Frost, J E John and W Wernick. Dispensations were given.

COU/079/24-25

**To confirm the minutes of the meeting held on 19th September 2024
PROPOSED by Cllr J E John and SECONDED by Cllr N Bruen**

It was **RESOLVED** that the minutes of the meeting held on 19th
September 2024 are a true and accurate record.

COU/080/24-25

**To receive a Report from Leicestershire County Council
(15 minutes are set aside)
There was no Report.**

COU/081/24-25

**To receive a Report from Blaby District Council
There was no Report.**

A member noted that Blaby District Council have been most helpful with a
recent enquiry, which is now resolved.

Chairman's Initials P.T.F.

Minuted page 24/25 - Page 30

COU/082/24-25 To receive a Newsletter from Leicestershire Police

The Newsletter was received and noted.

COU/083/24-25 Public Participation

(15 minutes are set aside for members of the public to raise issues and ask questions)

There were no issues raised.

COU/084/24-25 Clerks Report:

i. To verify all payments made since the previous meeting

Payments made since the previous meeting were verified.

ii. To verify and authorise the Payments Schedule

PROPOSED by Cllr J E John and SECONDED by Cllr W Wernick

It was **RESOLVED** that the Payments Schedule detailing net payments of £2492.95 be **APPROVED**.

iii. To verify Bank Reconciliations

A Bank Reconciliation up to the 28th September was presented, which was verified by members.

The Clerk emphasised that £404.79 had initially been transferred to pay for the bench at the tennis courts, but payment had never been taken, However, this has since been returned to the business current account, which was evidenced by members.

iv. To verify Income and Expenditure to date

Members verified the Income and Expenditure report, which reflected a spend of 48.3% to date.

COU/085/24-25 To receive an update and consider:

(Permission to be gained from Kirby Muxloe Recreation Ground Charity where required)

i. The tenancy agreement at The Byways, 11 Court Close, Kirby Muxloe

Members were advised that the rent is to increase to £995 pcm from 1st November 2024; the same date as the second dog is to be rehomed.

It was **AGREED** that the Letting Agent undertakes an inspection after this date.

ii. S106 (Off Site) Open Space Contribution (Ratby Lane)

It was noted that BDC have been contacted regarding possible release of some of the S106 (Off Site) Open Space Contribution (Ratby Lane) to support the Village Hall, but a response is not expected until Monday.

iii. Improving drainage on council owned land

It was highlighted that contact has been attempted with the company concerned, but a response is yet awaited.

iv. Kirby Meadows transfer

It was highlighted that Councils Solicitor has informed that it is unusual to be asked to advise on a s.106 agreement.

PROPOSED by Cllr C. Frost and SECONDED by Cllr M Mulholland

It was **RESOLVED** that clarification be sought on the 'allocation' clause to ensure this allows for the monies to be used 'in perpetuity'

Members were further advised that council's solicitor has confirmed that while they have everything they need for now from Council, they are awaiting details from the Developer.

It was also noted that search fees have been requested from council, which may be recoverable from the Developer and further questioned whether council will execute the documentation under seal or by signatures.

It was **AGREED** that search fees should be gained directly from the Developer and that Council will execute the documentation by signatures.

It was further requested that Council's Solicitor be made aware that Wet Willow Woodland is to be included.

v. The history of the land where the Cricket Pavilion is sited

While Council is to consult with the wider public in respect of an alternative to refurbishing the Cricket Pavilion, members were advised that the History Group will arrange to take photos of the 1940's building underneath the corrugated cladding at the appropriate time.

COU/086/24-25

To discuss and consider:

(Permission to be gained from Kirby Muxloe Recreation Ground Charity where required)

i. Financial Regulations

It was **AGREED** that the proposed amendments be addressed at the next meeting.

ii. Publication Scheme

It was **AGREED** that this be addressed at the next meeting

iii. A poppy wreath for Remembrance Day

The poppy wreath range was considered by members

PROPOSED by Cllr C Frost and SECONDED by Cllr F Quilliam

It was **RESOLVED** to proceed with Wreath B at a cost of £20

iv. Gaining a Business Deposit Account

The clerk noted the difficulties when paying funds into Council's account.

PROPOSED by Cllr C Frost and SECONDED by Cllr W Wernick

It was **RESOLVED** to apply for a Business Deposit Card

COU/087/24-25

To consider quotations for

(Permission to be gained from Kirby Muxloe Recreation Ground Charity where required)

i. Removal of a holly bush and tree maintenance near The Keep in the Cemetery

Two Companies were approached for quotations

Company A - £180

Company B – Failed to provide quotation

PROPOSED by Cllr F Quilliam and SECONDED by Cllr W Wernick

It was **RESOLVED** to proceed with Company A at a cost of £180, but to emphasise that the large tree is not to be removed.

ii. Placing poppies on lighting columns

Two Companies were approached for quotations

Company A - £130

Company B – £120

It was **RESOLVED** to proceed with Company B at a cost of £120.

iii. Removal of the decayed tree stump in the car park

Two Companies were approached for quotations

Company A - £120

Company B – £300

It was **AGREED** that this matter be considered once the outstanding Christmas quotations have been received and to proceed with the best value option, provided this doesn't exceed the Christmas budget.

iv. Night testing specific lighting columns on Station Road and Kirby Lane

Members were advised that six columns on Station Road and four on Kirby Lane will require testing in the evening, due to the traffic being heavier than anticipated on the contractor's previous visit, which will incur an 'unknown' night charge.

PROPOSED by Cllr C Frost and SECONDED by Cllr F Quilliam

It was **RESOLVED** to proceed with the night rate option, to enable the Christmas lighting to be installed.

COU/088/24-25 **To receive and consider a request from the Events Working Party to expend the approved budget for the Christmas Event**
It was AGREED that the Events Working Party be permitted to expend their approved budget of £2300.00

COU/089/24-25 **To note any other business**
(This item should only be used to register future agenda items or items that are solely for information only. No issues requiring a decision or with a financial implication can be raised)

A member suggested that the situation regarding the cricket pavilion be publicised in the next newsletter

Overgrown vegetation after the Red Cow Public House and by the Village sign was highlighted.

It was noted that the fence by the MUGA had to be removed due to health and safety reasons

A candidate wishing to be co-opted, is to attend the next council meeting

Budget proposals are to be forwarded to the clerk

COU/090/24-25 **To confirm the date and time of next meeting**
The next meeting will be held on Thursday 21st November at 7 p.m.

PROPOSED FOR CLOSED SESSION

In accordance with the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 ss100 and 102, members of the public and press are likely to be excluded from the meeting at this point due to the confidential nature of the business

PROPOSED by Cllr C Frost and SECONDED by Cllr F Quilliam

It was **RESOLVED** to move into closed session

COU/091/24-25

To receive an update on requests concerning Audit of Accounts, Freedom of Information and Data Protection and to discuss and consider associated matters

Members were advised that no further information has been forwarded to the External Auditor since the previous meeting, leaving 2% outstanding to date.

An email from the External Auditor regarding highlighting the requested information was emphasised.

COU/092/24-25

To receive an update on Staffing and to discuss and consider associated matters

Members were updated on a staff member's recent appraisal, where an amended job title/description was suggested. LRALC's evaluation service was mentioned.

Staff members hours, increased on a temporary basis as a result of the additional work arising from the Public Interest Report, were considered.

PROPOSED by Cllr N Bruen and SECONDED by Cllr J E John

After much discussion, it was **RESOLVED** that a staff member whose working hours per week increased from 15 to 16.5, is to return to their contracted hours of 15. A further staff member, whose working hours per week, initially increased to 18 hours and then to 21 hours is to reduce their working hours to 18 hours. Both staff members are to be given a months' notice to take account of these revisions.

There being no further business, the Chairman declared the meeting closed at 9 p.m.

Chairman's Signature



Date

21/11/2024.

Chairman's Initials

C. J. F.

Minuted page 24/25 - Page 35