

KIRBY MUXLOE PARISH COUNCIL

MINUTES of the MEETING

Held at 7.00 pm on

Thursday 20th August 2020

Due to the Covid-19 situation and in line with Government Guidelines (Coronavirus Act 2020) the meeting was held virtually using Zoom video-conferencing

MEMBERS PRESENT:

Councillors:	N Beck	A Deakin	M Fox	C Frost
	J John	S Michaels	M Mulholland	F Quilliam
	R Ford	J Stafford	W Wernick	

In Attendance: Parish Clerk
Members of public – 1

COU/058/20-21

Chairman's Welcome

The Chairman welcomed all to the meeting.

COU/059/20-21

To receive apologies for absence

Apologies for absence were received from Cllr. C Ball

COU/060/20-21

To receive any declarations of pecuniary and non-pecuniary interests to any matter pertaining to the agenda and to consider dispensations

Cllr C Frost declared a non-pecuniary interest as a Blaby District Councillor.

Cllr N Beck declared a pecuniary interest in The Byways, Court Close as a result of her neighbouring property.

COU/061/20-21

To confirm the minutes of the meeting held on 23rd July 2020 are a true and accurate record

PROPOSED by Cllr M Mulholland and SECONDED by Cllr R Ford

It was **RESOLVED** that the minutes of the meeting held on 23rd July 2020 be confirmed as a true and accurate record.

COU/062/20-21

To receive a Report from the Police Beat Officer

(15 minutes are set aside)

There was no report from the Police Beat Officer.

C. J. FROST

COU/063/20-21 **To receive a Report from Leicestershire County Council**
(15 minutes are set aside)
There was no report from Leicestershire County Council

COU/064/20-21 **To receive a Report from Blaby District Council**
(15 minutes are set aside)
While it was noted that there had been no meetings during August, the proposed changes to the current planning system were highlighted.

Cllr M Fox joins the meeting

COU/065/20-21 **Public Participation**
(15 minutes are set aside for members of the public to raise issues and ask questions)
There were no issues raised.

COU/066/20-21 **Clerks Report**

- i. **To verify all payments made since the previous meeting**
Net payments totalling £11,316.75 made since the previous meeting were verified by members.
- ii. **To verify and authorise the Payments Schedule**
A Payment Schedule detailing net payment of £8,788.51 was circulated to all members.

PROPOSED by Cllr C Frost and SECONDED by Cllr F Quilliam

It was **RESOLVED** that the Payments Schedule detailing net payments of £8,788.51 be **APPROVED**

- iii. **To verify Income and Expenditure to date**
The Clerk noted that she is currently entering records and will aim to ensure this report is available for the next meeting.

It was further noted that while no additional Bank Statements have been received since the previous meeting, the Bank balance on the first Account is currently £192,462.64 and £27,875 on the second Account.

- iv. **To verify Bank Reconciliations**
The Clerk noted that she is currently entering the 2020-21 records as a result of the 2019-20 Accounts having been approved at the previous meeting.

The bank reconciliation for April was verified by members.

C.J.F.

COU/067/20-21 **To note and consider planning applications**
A member highlighted planning application 20/0789/HH, but no further comments were received.

COU/068/20-21 **To provide any update on**
i. Replacement boundary fencing in the Play Area
Members were advised that boundary fencing will be replaced w/c 24th August 2020 in readiness for the children returning to School

Cllr N Beck leaves the meeting

ii. The Byways, 11 Court Close, Kirby Muxloe
The Clerk noted that the defects previously reported have been addressed and landscaping is scheduled for the end of September, which the tenant has been notified of.

iii. The Local Plan
There was no update regarding The Local Plan

iv. Barry Drive 'Rat Run'
There was no update in terms of Barry Drive 'Rat Run'

It was requested that the Clerk contacts Leicestershire County Council to gain the costing of works, together with the anticipated costing for the proposed traffic calming scheme.

COU/069/20-21 **To discuss and consider**
i. Ten Big Idea's
After much discussion, it was AGREED that a Working Party be formed and Terms of Reference be prepared for approval.

The Clerk noted that consideration should initially be given to Tower's Close Wildflower Verge, due to already having committed to this.

ii. Releasing the retention money for The Byways
It was noted that as a goodwill gesture, the contractor was prepared to revise the contract sum from £34,714 to £34,679 to take account of the cooker issue, leaving a net balance of £6,179.

PROPOSED by Cllr C Frost and SECONDED by Cllr M Mulholland

It was RESOLVED that the retention monies of £6,179 (net) be released.

Cllr N. Beck rejoins the meeting

iii. Quotations for the recommended CCTV works

C. J. F.

It was noted that the annual maintenance inspection revealed the dome on the play area is failing and needs replacing.

Two options were presented:

- i. Static camera at a net cost of £460.20
- ii. Rotating HD camera at a net cost of £1203.85

PROPOSED by Cllr S Michaels and SECONDED by Cllr J Stafford

It was **RESOLVED** that two static cameras be purchased to capture differing areas at a net cost of £920.40.

It was further noted that the CCTV Company have recommended consideration be given to updating the recorder to enable HD images at a net cost of £1,073.34

PROPOSED by Cllr S Michaels and SECONDED by Cllr J Stafford

It was **RESOLVED** that the recorder be upgraded at a net cost of £1,073.34

iv. A reoccurring issue with a Memorial

Members were advised that the yew tree roots within the Cemetery have caused a memorial to tilt again.

It was **AGREED** that advice be sought from the Groundcare Contractor.

v. 'Planning for the future' Consultation documents

It was noted that the proposed changes to the national planning framework would dramatically change the way planning matters are dealt with in England, resulting in a huge impact on local communities and parishes and recommended by LRALC that all councils consider the consultation documents circulated.

A response to 'Changes to the current Planning System' is to be submitted by 17th September 2020

After much discussion, it was **AGREED** that a Working Party be formed and Terms of Reference be prepared for approval

vi. A proposal for services offered

A proposal offering alternative payment terms for all Data Protection work was previously circulated to members

The proposal reflecting a saving of approximately £700 per year with the inclusion of additional services was discussed.

C.J.F

PROPOSED by Cllr J Stafford and SECONDED by Cllr M Mulholland

It was **RESOLVED** that the alternative payment terms for all Data Protection work be **APPROVED**

COU/070/20-21

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)

Reports of an incident within the Cemetery and a possible water leak by the cricket pavilion were noted.

A member highlighted a blocked drain by the nursing home on Hinckley Road and winter planting was also mentioned.

A request to include the level of reserves on a future agenda was received.

COU/071/20-21

To confirm the date and time of next meeting

The date of the next meeting will be held on 17th September 2020 at 7.00 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 M Mulholland

It was **RESOLVED** to move into Closed Session.

COU/072/20-21

To discuss and consider Freedom of Information Requests and associated matters

An update was provided, which detailed the ongoing Freedom of Information requests, associated costs and staff time occupied.

COU/073/20-21

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

It was noted that the Administration Assistant left on 31st July 2020 and the Assistant Clerk is leaving on 21st August 2020.

The Clerk noted that she will call into the office to collect post, pick up answerphone messages and deal with funerals, but confirmed that all other tasks can be undertaken from home.

A request for the office to be deep cleaned prior to returning to work was **AGREED**

C. J. F.

Members were advised that a former employee has refused payment for untaken holiday and interest.

It was noted that since advertising for a Clerical Assistant, a letter of resignation has been received from the Assistant Clerk.

PROPOSED by Cllr C Frost and SECONDED by Cllr F Quilliam

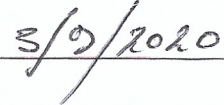
It was **RESOLVED** that a further Clerical Assistant be appointed.

There being no further business the Chairman declared the meeting closed at 9:45 p.m.

Chairman's Signature

A handwritten signature in black ink, appearing to be 'C. Frost', written over a horizontal line.

Date

A handwritten date '3/9/2020' in black ink, written over a horizontal line.