

KIRBY MUXLOE PARISH COUNCIL

MINUTES of the MEETING of the PARISH COUNCIL

Held at 7.00 pm on

Thursday 15th June 2023

At Kirby Muxloe Parish Council, Station Road, Kirby Muxloe

MEMBERS PRESENT:

Councillors: A Bruen J E John M Mulholland
 F Quilliam W Wernick

In Attendance: Parish Clerk
 County Councillor N Chapman
 Members of Public – None

COU/018/23-24

Chairman's Welcome

Due to the Chairman having given his apologies, a chairman for the meeting was called for.

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

It was **RESOLVED** that Cllr W Wernick chairs the meeting.

COU/019/23-24

To receive apologies for absence

Apologies for absence were received from Cllrs C Frost and B Atkinson. Cllr M Riley was absent.

District Cllr R Stead also gave his apologies for absence.

COU/020/23-24

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

There were no declarations.

COU/021/23-24

To confirm the minutes of the meeting held on 18th May 2023

PROPOSED by Cllr J E John and SECONDED by Cllr F Quilliam

It was **RESOLVED** that the minutes of the meeting held on 18th May are a true and accurate record.

Chairman's Initials C. J. F.

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COU/022/23-24

To receive a Report from Leicestershire County Council

(15 minutes are set aside)

County Councillor N Chapman provided a Report which detailed a hardcore enforcement, rubble from the building site at Desford Road, together with the ongoing traffic issues on this road. Members were advised that the traffic issues on Desford Road are a Police matter, enforceable on safety grounds.

Parking issues at The Keep were highlighted by the Clerk and it was advised that Leicestershire Police and Crime Commissioner be contacted regarding this matter, with a view to undertaking a site visit between the hours of 2-3 p.m.

COU/023/23-24

To receive a Report from Blaby District Council

There was no report.

Members expressed concern that a District Councillor had not been in attendance since being elected, resulting in District issues not being reported. It was therefore suggested, that should District Councillor's not be able to attend meetings, that a written report be provided for the meeting.

COU/024/23-24

To receive a Newsletter from Leicestershire Police

The May newsletter was received.

COU/025/23-24

Public Participation

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

There were no members of the public present.

COU/026/23-24

To consider applications for appointment to Kirby Muxloe Parish Council and to ordinary vacancies by co-option

Two applications for appointment to Kirby Muxloe Parish Council were considered.

PROPOSED by Cllr F Quilliam and SECONDED by Cllr A Bruen

It was **RESOLVED** that Malcolm Fox be co-opted.

PROPOSED by Cllr A Bruen and SECONDED by Cllr M Mulholland

It was **RESOLVED** that Andrew Sheasby be co-opted

COU/027/23-24

To appoint Representatives to Outside Bodies

i. Kirby Muxloe Library and Community Hub

It was **AGREED** this item be deferred to the next meeting

Chairman's Initials C. J. F.

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- ii. Conservation Area
It was AGREED this item be deferred to the next meeting

COU/028/23-24 To receive a report from Representatives to Outside Bodies:

- i. Kirby Muxloe Village Hall
It was noted that there hadn't been a meeting
- ii. Lubbesthorpe Impact Group
There was no Report, due to Cllr C Frost having given his apologies for this evening's meeting.

COU/029/23-24 To note the Annual Internal Audit Report 22/23

The Annual Internal Audit Report 22/23 was noted

COU/030/23-24 To approve the Annual Governance Statement

(Section 1 of the Annual Governance and Accountability Return 2022/23)

PROPOSED by Cllr F Quilliam and SECONDED by Cllr A Bruen

It was **RESOLVED** that the Annual Governance and Accountability Return be APPROVED and was signed by the Chairman (of the meeting) and the Clerk.

COU/031/23-24 To approve Accounting Statements

(Section 2 of the Annual Governance and Accountability Return 2022/23)

Members considered the Accounting Statements

PROPOSED by Cllr J.E John and SECONDED by Cllr M Mulholland

It was **RESOLVED** that the Accounting Statements certified by the Clerk be APPROVED and signed by the Chairman of the meeting.

COU/032/23-24 Clerks Report

- i. **To verify all payments made since the previous meeting**
As a result of year end, this report could not yet be generated.
- ii. **To verify and authorise the Payments Schedule**
PROPOSED by Cllr A Bruen and SECONDED by Cllr F Quilliam

It was **RESOLVED** that the Payments Schedule detailing net payments of £4070.11 be APPROVED.

- iii. **To verify Bank Reconciliations**

As a result of year end, this report could not yet be generated.

- iv. **To verify Income and Expenditure to date**
As a result of year end, this report could not yet be generated.

COU/033/23-24

- i. **The Byways, 11 Court Close, Kirby Muxloe**
It was noted that all issues reported have been addressed and Council are currently awaiting the tenant's approval to use the outdoor tap for the annual tennis court maintenance. A member requested that water meter readings be taken before and after use.
- ii. **The tennis courts**
Members were advised that the annual tennis court maintenance is provisionally scheduled for 19th June, with pickleball courts being temporarily marked thereafter.
- iii. **Kirby Meadows**
Consultancy quotes for a Management Plan are to be sought and Kirby Meadows Working Party are to meet to discuss this further.
- iv. **The Conservation Area**
Members were advised that the newly appointed Conservation Officer at Blaby District Council cannot comment on the appraisal at present.

The Parish Council have disbanded the Conservation Working Party. However, the group are to continue and have requested that Council appoint a representative. The appraisal is to be edited and forwarded to the District Council shortly.
- v. **The Local Plan**
There was no Report, due to District Cllr R Stead having given his apologies for this evening's meeting.
- vi. **Barry Drive 'Rat Run'**
There was no Report, due to District Cllr R Stead having given his apologies for this evening's meeting.
- vii. **Hire charges for festive lights**
Members were advised that going forward hire charges are to be invoiced in June and installation charge in December.
- viii. **Hinckley National Rail Freight Interchange**
It was reiterated that any representations are to be received by the Planning Inspectorate by 11:59 p.m. on 23rd June.

COU/034/23-24

To discuss and consider

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

i. **A quotation to restore the two village signs**

The Clerk highlighted the Insurance policy and a member also questioned whether the quotation included repainting.

PROPOSED by Cllr A Bruen and SECONDED by Cllr F Quilliam

It was **RESOLVED** to accept the quotation of £1080 provided this includes repainting.

ii. **A request to provide an outdoor exercise class**

It was noted that further details have been requested, which to date have not been received.

iii. **The Events Working Party's request for an additional £70 for Picnic in the Park**

Further to having provided commemorative Jubilee coins to all children at the Primary School, it was reiterated that the balance of £408 would be used towards providing a Band at KML&CH's Picnic in the Park. It was noted that two Bands had cancelled and while a further Band has been contacted, an additional sum of £70 is required.

PROPOSED by Cllr A Bruen and SECONDED by Cllr F Quilliam

It was **RESOLVED** that a further £70 be allocated.

iv. **Quotations to address findings of the Annual Safety Inspection**

An itemised quotation to address the findings of the Annual Safety Inspection together with other areas of concern was provided.

PROPOSED by Cllr J.E John and SECONDED by Cllr F Quilliam

It was **RESOLVED** that the agreed items totalling £2050 be APPROVED

v. **Continuing with Glenfield Lane wildlife verge**

It was AGREED this item be deferred to the next meeting

vi. **Progressing with the planting of three oak trees to mark the Coronation of King Charles III**

It was AGREED this item be deferred to the next meeting

COU/035/23-24 **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)

The speed of vehicles travelling along Desford Road was noted, as was the condition of the pavements within the village and Facebook comments regarding the Cemetery.

COU/036/23-24 **To confirm the date and time of next meeting**
The next meeting will be held on Thursday 13th July.

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 M Mulholland and SECONDED by Cllr F Quilliam

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

COU/037/23-24 **To receive an update on Freedom of Information Requests and to discuss and consider associated matters**
An update was provided.

COU/038/23-24 **To receive an update on Staffing and to discuss and consider associated matters.**
Applications for the role of Clerical Assistant/Assistant Clerk were considered.

It was **AGREED** that the shortlisted candidates be interviewed by the Parish Clerk and Cllrs F Quilliam and M Mulholland.

An annual increment, in accordance with the Clerks Contract of Employment was considered

PROPOSED by Cllr F Quilliam and SECONDED by Cllr J E John

It was **RESOLVED** that this be **APPROVED**

There being no further business, the Chairman declared the meeting closed at 9:30 p.m.

Chairman's Initials C.F.F.

Chairman's Signature

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

Date

13/7/2023.

Chairman's Initials

C. J. R.