

KIRBY MUXLOE PARISH COUNCIL

MINUTES of the MEETING

Held at 7.00 pm on

Thursday 18th June 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:	C Ball	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
Assistant Clerk
Members of public – 0

As a result of technical difficulties, the meeting commenced at 7:15 p.m.

- COU/022/20-21** **Chairman's Welcome**
The Chairman welcomed all to the meeting and expressed his thanks to the office staff for their hard work during the Covid-19 situation.
- COU/023/20-21** **To receive apologies for absence**
There were no apologies for absence.
- COU/024/20-21** **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/025/20-21** **To confirm the minutes of the meeting held on 14th May 2020 are a true and accurate record**
PROPOSED by Cllr M Fox and SECONDED by Cllr C Ball

It was **RESOLVED** that the minutes of the meeting held on 14th May 2020 be confirmed as a true and accurate record.

- COU/026/20-21** **To receive a Report from the Police Beat Officer**
 (15 minutes are set aside)
 A Police Beat Officer was not present.
 The June edition of the Police Beat Newsletter was circulated to members previously.
- COU/027/20-21** **To receive a Report from Leicestershire County Council**
 (15 minutes are set aside)
 There was no report from Leicestershire County Council
- COU/028/20-21** **To receive a Report from Blaby District Council**
 (15 minutes are set aside)
 A report from Blaby District Council was received and detailed:
- During the current Covid-19 situation meetings have continued to take place via Zoom video conferencing
 - Approval of the Climate change policy
 - Air quality in Kirby Muxloe, particularly in relation to HGVs on Desford Road continues to be monitored
 - County Councils can now apply for funding from the Government to enable them to make cycle routes safer.
- COU/029/20-21** **To receive an update from Kirby Muxloe Library & Community Hub**
 A report from Kirby Muxloe Library & Community Hub was noted.
- It was AGREED that a letter be sent to Kirby Muxloe Library & Community Hub thanking them for their efforts and service they have provided to the community.
- COU/030/20-21** **Public Participation**
 (15 minutes are set aside for members of the public to raise issues and ask questions)
 There were no issues raised.
- COU/031/20-21** **Clerks Report**
- i. **To verify all payments made since the previous meeting**
 Net payments totalling £13,328.80 made since the previous meeting were verified by members.
 - ii. **To verify and authorise the Payments Schedule**
 A Payment Schedule detailing net payment of £6,039.35 was circulated to all members.
- PROPOSED by Cllr C Ball and SECONDED by Cllr R Ford
- It was **RESOLVED** that the Payments Schedule detailing net payments of £6,039.35 be APPROVED.

- iii. **To verify Income and Expenditure to date and budget revisions**
Bank statements were issued to members due to 2019/20 accounts not yet being closed.
- iv. **To verify Bank Reconciliations**
Bank statements were circulated to members due to 2019/20 accounts not yet being closed.
- v. **To note s.106 monies**
It was confirmed that there is no unspent s.106 monies

COU/032/20-21 To note and consider planning applications
Concerns regarding planning application 20/0485/FUL were raised.

PROPOSED by Cllr M Fox and SECONDED by Cllr N Beck

It was **RESOLVED** that an objection to planning application 20/0485/FUL be submitted to Blaby District Council on the basis of traffic implications.

Cllr N Beck leaves the meeting

COU/033/20-21 To provide any update on

- i. **The Byways, 11 Court Close, Kirby Muxloe**
Members were advised that a family, with a mini French bulldog, are interested in renting The Byways, 11 Court Close for a period of twelve months.

It was **AGREED** that providing the family pass referencing, a mini French bulldog would be permitted as part of the twelve months tenancy at The Byways, 11 Court Close.

- ii. **The Local Plan**
There was no update

- iii. **Barry Drive 'Rat Run'**
There was no update
A member noted that Kirby Muxloe Parish Council await a response in relation to Barry Drive from over two years ago and the Clerk to Leicestershire County Council should be made aware of this.

Cllr N Beck re-joins the meeting

COU/034/20-21 To discuss and consider

- i. Appointment of a Councillor to the Leisure, Parks and Cemetery Committee**
It was noted that this item was not necessary due to the Councillor concerned already having been appointed to the Leisure, Parks and Cemetery Committee at the Annual Meeting.

Cllr N Beck leaves the meeting

- ii. Landscape designs/quotations for The Byways, 11 Court Close, Kirby Muxloe**
As only one of the quotations sought had been received, it was AGREED that this item be deferred until receipt of a further quotation.
- iii. Adaptations at The Byways, 11 Court Close, Kirby Muxloe**
Members were advised that the person who enquired as to the adaptations has since confirmed they are no longer interested in renting the property and therefore these are no longer required.

Cllr N Beck re-joins the meeting

- iv. Quotations for a pathway around the pond**
Two quotations for a pathway around the pond were received.

It was noted that while these quotations are not comparable, other contractors contacted were not prepared to submit quotations.

Company A - £560 for a Cotswold stone pathway
Company B - £8,200 for a Tarmac pathway

PROPOSED by Cllr N Beck and SECONDED by Cllr R Ford

It was **RESOLVED** that Company A's quotation for a Cotswold stone pathway around the pond at a cost of £560 be APPROVED.

- v. Tasks highlighted in the Annual Safety Inspection**
The Annual Safety Inspection had been carried out by RoSPA and areas requiring attention were highlighted.

It was AGREED to prioritise addressing areas of high risk, before gaining quotations for the remaining tasks identified in the report.

- vi. Health and Safety Policy**
The Health and Safety Policy was reviewed by members.

PROPOSED by Cllr C Ball and SECONDED by Cllr M Mulholland

It was **RESOLVED** that the Health and Safety Policy be adopted with the following revisions:

Page 3- Note the policy will be reviewed at the Annual Meeting, or when required
Page 8 – Inclusion of ‘stress’ in relation to absence from work
Page 13 – State ‘Chairman’ rather than ‘Councillor’ (under Drugs and Alcohol)
Page 17 – Update the Regulatory Body and Safety Advisers contact details.

vii. Lone Working Policy

The Lone Working Policy was reviewed by members.

PROPOSED by Cllr N Beck and SECONDED by Cllr C Ball

It was **RESOLVED** that the Lone Working Policy be adopted with the following revisions:

Page 1 - Update the Council’s employees
Page 2 – Inclusion of ‘Inform your Line Manager of any relevant medical conditions
Page 4 – Inclusion of ‘Assess lone workers health’

viii. Towers Close Wildflower Verge

It was noted that a Shire Environment Grant application has been submitted for the Towers Close wildflower verge project, although not yet known whether this has been successful.

PROPOSED by Cllr C Frost and SECONDED by Cllr R Ford

To ensure the project is complete by March 2021, it was **RESOLVED** to prepare a project plan for Towers Close Wildflower Verge and to purchase Bee wildflower mix seeds to cover an area of 400m² at an estimated cost of £170.

ix. Support for a Cultivation Licence

A resident’s letter requesting the support of the Parish Council in relation to a cultivation licence for Vicarage Close was received and discussed.

After some discussion, it was **AGREED** that the Parish Council had no objection to a cultivation licence for Vicarage Close, provided Western Power were in agreement.

x. St Bartholomew’s Church Lamp

After some discussion, it was **AGREED** that this item be deferred.

xi. A Grant Application

Members were advised that the proposed Grant Application has since been withdrawn.

COU/035/20-21

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)

The following points were noted:

- Persistent fly tipping issues in the Village Hall car park.
- Suggestion for a Build Back Better scheme – 10 Big Idea's
- Removal of the rocking horse from the play area with a view to a possible refurbishment
- A letter received from Kirby Muxloe History Group regarding lost trees in the park

COU/036/20-21

To confirm the date and time of next meeting

The date of the next meeting will be held on 23rd July 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 Ball and SECONDED by Cllr W Wernick

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

COU/037/20-21

To discuss and consider Freedom of Information Requests and associated matters

An update was provided.

COU/038/20-21


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

Members were updated on current staffing matters which were considered by Council.

The Clerk was requested to leave the meeting while staff salaries were discussed.

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

Chairman's Signature _____



Date 23/7/2020

Chairman's Initials C.W.E.