

# KIRBY MUXLOE PARISH COUNCIL

## *MINUTES of the MEETING of the PARISH COUNCIL*

Held at 7.00 pm on

**Thursday 5<sup>th</sup> October 2023**

At Kirby Muxloe Parish Council, Station Road, Kirby Muxloe

### **MEMBERS PRESENT:**

Councillors:	A Bruen	M Fox	C Frost
	J E John	J Marshall	M Riley
	A Sheasby	W Wernick	

In Attendance: Parish Clerk  
District Councillor R Stead  
Members of Public – Two

**COU/080/23-24**

#### **Chairman's Welcome**

The Chairman welcomed all to the meeting and read aloud a thank you card from the organisers of the Scarecrow Festival and Fun Day.

**COU/081/23-24**

#### **To receive apologies for absence**

Apologies for absence were received from Cllrs M Mulholland and F Quilliam. Cllr B Atkinson was absent.

**COU/082/23-24**

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

Cllrs C Frost, J E John and W Wernick disclosed interests in Kirby Meadows. Dispensations were granted.

**COU/083/23-24**

#### **To confirm the minutes of the meeting held on 13<sup>th</sup> July and 10<sup>th</sup> August 2023**

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

It was **RESOLVED** that the minutes of the meeting held on 13<sup>th</sup> July are a true and accurate record.

PROPOSED by Cllr J Marshall and SECONDED by Cllr W Wernick

It was **RESOLVED** that the minutes of the meeting held on 10<sup>th</sup> August are a true and accurate record.

*Cllr A Sheasby joins the meeting*

Chairman's Initials *A. J. P.*

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**COU/084/23-24**      **To receive a Report from Leicestershire County Council**  
(15 minutes are set aside)  
There was no report.

A member noted that the notorious drain on Hinckley Road is blocked again

**COU/085/23-24**      **To receive a Report from Blaby District Council**  
(15 minutes are set aside)  
There was no Report

**COU/086/23-24**      **To receive a Newsletter from Leicestershire Police**  
It was noted that the last Newsletter received is dated September.

Two van break ins on Barry Close and Barry Drive were highlighted.

**COU/087/23-24**      **Public Participation**  
(15 minutes are set aside for members of the public to raise issues and ask questions)  
Speed bumps on Barry drive was questioned by a resident. It was noted that over a hundred residents signed a petition against these and instead supported a one-way option (with no right turn off Hinckley Road) However, this was not deemed viable and was rejected by the Police. The resident concerned was advised to speak to Blaby District Council Planning Dept or County Councillor L Breckon, who was at the meeting regarding this matter.

Concern was expressed about the safety of children walking to school and it was felt that a pedestrian crossing was very much needed.  
This matter is to be brought to the attention of County Cllr N Chapman.

**COU/088/23-24**      **To receive and consider a report from:**

i. **The Tree Wardens**

No report was received, but information regarding Loughborough fruit routes was received.

Photographs reflecting overgrown bushes, no footpath or signage highlighting 'pedestrians in the road' were circulated. It was AGREED that these substantial dangers be reported to County Cllr N Chapman.

ii. **Kirby Meadows Working Party**

Members were advised that a site visit has not yet been arranged, due to awaiting a response from Leicestershire County Council's Ecology team.

PROPOSED by Cllr W Wernick and SECONDED by Cllr J Marshall

As the Certificate of Compliance is due, it was **RESOLVED** that if this cannot be arranged, a private Ecologist should be appointed and paid for by the Developer, as per the agreement.

Cllr J E John noted that the area has not been mown again. However, bailing has been undertaken by the Farmer and contact details obtained.

iii. **The Events Working Party**

An update on the Christmas event was provided by Cllr A Bruen.

A member noted that due to the success of past events, Council must now consider first aid, stewards, parking and the traffic situation in general.

**COU/089/23-24**

**To receive and consider a report from Representatives to Outside Bodies**

i. **Conservation Area**

A resident associated with the Conservation Area was requested to provide an update.

ii. **Kirby Muxloe Library and Community Hub**

Cllr M Fox confirmed that Kirby Muxloe Library and Community Hub had not met.

iii. **Kirby Muxloe Village Hall**

Cllr A Bruen advised that a barrier was being considered for the car park at the rear of the Village Hall.

A request for The Players to use the meeting room as a dressing room for the Oliver production was raised.

PROPOSED by Cllr C Frost and SECONDED by Cllr J E John

It was **RESOLVED** that this be permitted.

iv. **Lubbesthorpe Impact Group**

Members were advised that Lubbesthorpe Impact Group have not met since the previous meeting.

**COU/090/23-24**

**Clerks Report**

i. **To verify all payments made since the previous meeting**

Due to September's records not being fully updated, this report was not produced.

ii. **To verify and authorise the Payments Schedule**

Payments for authorisation reflected a net sum of £3853.20.

However, the Clerk highlighted that a charge for a double interment had been made, when a single fee had been agreed.

A member also drew attention to the charge of £2065 for the 2022-23 in year review work undertaken by the External Auditor.

PROPOSED by Cllr A Bruen and SECONDED by Cllr M Fox

It was **RESOLVED** that only a single fee be paid for the interment concerned, reflecting in the Payment Schedule totalling £3793.30, which was **APPROVED**.

- iii. **To verify Bank Reconciliations**  
August's Bank Reconciliation was verified. It was noted that September's bank statement had only just been received.
- iv. **To verify Income and Expenditure to date**  
The Clerk summarised the cost codes which appeared overspent. Members verified the Income and expenditure report, which reflected 40% spend to date.

**COU/091/23-24** **To receive a request from the Events Working Party for an additional £200 for the Christmas Lights Switch On**  
PROPOSED by Cllr C Frost and SECONDED by Cllr J Marshall

It was **RESOLVED** that an additional £200 for the Christmas Lights Switch on be authorised

**COU/092/23-24** **To consider quotations for:**  
i. **Winter/Spring planters**  
A quotation for Winter/Spring planters at a cost of £1153 was presented. Members were advised that watering the planters from April – May would incur an additional cost of £500.00

PROPOSED by Cllr C Frost and SECONDED by Cllr M Fox

It was **RESOLVED** to proceed with Winter/Spring planters at a cost of £1153, but not to take up the watering option.

Members were advised that the four concrete planters remain in storage. After some discussion, it was **AGREED** that Council be open to offers on these, but collection is to be arranged.

- ii. **Upgrading the printer**  
Due to only one quotation being received, this item was deferred.

- iii. **Placing poppies on lighting columns**  
A quotation to place and remove poppies from the lighting columns at a cost of £130 was presented.

PROPOSED by Cllr C Frost and SECONDED by Cllr M Fox

It was **RESOLVED** to proceed with this quotation.

- iv. **Fitting a viewer in the office door**  
After further consideration, members **AGREED** that quotations for a ring doorbell be sought

- v. **Planting and watering Elaeagnus hedging around the boundary of the Play Area**

Due to the previous contractor not fulfilling Council's request, a further quotation was sought.

A quotation of £1985.00 was presented. Members were advised of the £1000.00 budget.

PROPOSED by Cllr C Frost and SECONDED by Cllr M Fox

It was **RESOLVED** to proceed with this quotation.

**COU/093/23-24**

**To provide an update and consider:**

- i. **The Tennis Courts**  
Members were advised that a quotation to install an outdoor tap is awaited.
- ii. **The Byways, 11 Court Close, Kirby Muxloe**  
There was no update
- iii. **The Local Plan**  
It was noted that this is scheduled for early next year.
- iv. **Barry Drive 'Rat Run'**  
After some discussion, it was **AGREED** that Cllr M Fox prepares a summary for members.

**COU/094/23-24**

**To discuss and consider:**

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

- i. **The Conservation Area**  
The proposed questionnaire was perused by members

PROPOSED by Cllr A Bruen and SECONDED by Cllr M Fox

It was **RESOLVED** that the questions were appropriate and was **APPROVED** for inclusion on the website.

Chairman's Initials C.J.F.

It was requested that Council pay for room hire (approximately £50) for a public consultation meeting on 1st or 8th November, together with hiring the Library Community Room (£8).

A licence fee of £47 for using an ordnance survey map, was also requested

Photocopying the required documentation was also raised and further requested that these be placed on Council's website.

PROPOSED by Cllr J E John and SECONDED by Cllr M Fox

It was RESOLVED that payment for room hire be APPROVED. After some discussion, Council AGREED to apply for the required licence, undertake the photocopying and place this on the website.

The Chairman and Vice Chairman were invited to attend the meetings

ii. **Trees to mark the Coronation of King Charles III**

The Clerk noted that the Tree Wardens have since advised that fruit or nut trees are a more appropriate species for the intended area and proceeded to update members on a Community Orchard Scheme, which they requested more information on.

iii. **Tree Warden Policy and Risk Assessment**

It was AGREED this item be deferred

iv. **Signage for Glenfield Lane wildlife verge**

It was noted that two larger signs (30 cm x 11.5 cm), including stakes and delivery will cost £75.95

PROPOSED by Cllr C Frost and SECONDED by Cllr J Marshall

It was RESOLVED to proceed with purchasing two signs.

It was noted that the wildlife verge has recently been damaged by a street lighting contractor, which they are to be made aware of.

v. **A Community Advisory Panel**

As a result of a representative from the Football Club, Allotment tenants and Tree Wardens frequently attending meetings, a Citizen Advisory Panel was considered.

PROPOSED by Cllr C Frost and SECONDED by Cllr J Marshall

After much discussion, it was **RESOLVED** that forwarding agendas to all groups, rather than forming a Citizens Advisory Panel, was more appropriate.

vi. **A poppy wreath**

A request to order a poppy wreath at a cost of £19.99, plus delivery was received

PROPOSED by Cllr C Frost and SECONDED by Cllr A Bruen

It was **RESOLVED** that the suggested poppy wreath be purchased.

vii. **Signage to permit assistance dogs access at the Council Office**  
Concern about dogs being present in the office/chamber was raised.

PROPOSED by Cllr C Frost and SECONDED by Cllr A Sheasby

Going forward, it was **RESOLVED** that assistance dogs only should be permitted and a sign displayed indicating this.

viii. **Nominating topics for Blaby's Scrutiny Commission's Work Programme**

Further to consideration, topics including footpaths, traffic control, pedestrian crossings and speed were nominated.

*Cllrs C Frost and J Marshall leave the meeting*

ix. **Matters associated with planning application 19/1610/OUT – land to the north of Hinckley Road**

*Cllrs C Frost and J Marshall rejoin the meeting*

Members considered the draft letter in relation to matters associated with planning application 19/1610/OUT – land to the north of Hinckley Road.

After some discussion, it was **AGREED** that an open letter be composed.

x. **The annual National Highways and Transport (NHT) Public Representative survey**

The annual National Highways and Transport (NHT) Public Representative survey was brought to members attention

**COU/095/23-24**

**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)

A letter thanking Council for their kindness and listening to concerns was read aloud.

It was noted that 6<sup>th</sup> June 2024 marks the 80<sup>th</sup> anniversary of the D-Day landings.

The Clerk advised that any budget proposals be brought to her attention

**COU/096/23-24**

**To confirm the date and time of next meeting**

The next meeting will be held on Thursday 9<sup>th</sup> 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 A Bruen and SECONDED by Cllr W Wernick

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

**COU/097/23-24**

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

It was questioned how Council propose to incorporate the enormous amount of work requested by the External Auditor for 2016-22, (as a result of annual objections submitted by a resident) alongside their 'everyday' responsibilities and duties.

PROPOSED by Cllr W Wernick and SECONDED by Cllr A Bruen

It was **RESOLVED** that legal advice be sought.

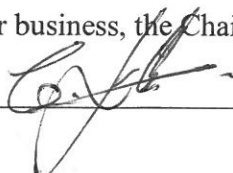
**COU/098/23-24**

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

Members were advised that a new staff member commenced on 29<sup>th</sup> August and an existing staff member returned to work on 18<sup>th</sup> September.

There being no further business, the Chairman declared the meeting closed at 9:20 p.m.

Chairman's Signature \_\_\_\_\_



Date \_\_\_\_\_

9/11/2023

Chairman's Initials \_\_\_\_\_

C.J.F.

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