

KIRBY MUXLOE PARISH COUNCIL

MINUTES of the MEETING

Held at 7.00 pm on

Thursday 19th November 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	R Ford	C Frost
	J John	S Michaels	M Mulholland
	F Quilliam	J Stafford	W Wernick

In Attendance: Parish Clerk
Members of public – 0

COU/101/20-21 **Chairman's Welcome**
The Chairman welcomed all to the meeting.

COU/102/20-21 **To receive apologies for absence**
There were no apologies.

COU/103/20-21 **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 non-pecuniary interest in items concerning the allotments, due to a family member being a tenant, and also in matters relating to the tennis courts. A pecuniary interest was also declared in The Byways, Court Close as a result of her neighbouring property.

COU/104/20-21 **To confirm the minutes of the meeting held on 22nd October 2020 are a true and accurate record**

PROPOSED by Cllr T Deakin and SECONDED by Cllr J Stafford

Further to removing 'Extraordinary' from the second line of page 27 of the minutes and replacing 'necessary certification' with 'first certification of completion' on page 31, it was **RESOLVED** that the minutes of the meeting held on 22nd October 2020 be confirmed as a true and accurate record.

- COU/105/20-21** **To receive a Report from the Police Beat Officer**
There was no report from the Police Beat Officer.
- COU/106/20-21** **To receive a Report from Leicestershire County Council**
There was no report from Leicestershire County Council
- COU/107/20-21** **To receive a Report from Blaby District Council**
A Report from Blaby District Council was received which detailed the rail freight terminal, £1.3m being received to support businesses and unemployment, the Covid-19 testing station at the District Council's car park, the suspension of garden waste collection for two weeks and installation of electric charging points at Fosse Park.
- COU/108/20-21** **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/109/20-21** **Clerks Report**
- i. To verify all payments made since the previous meeting**
The Clerk apologised for The Byways rent on 11th November being reported incorrectly.

After removing this, net payments totalling £12,802.29 made since the previous meeting were verified by members.
 - ii. To verify and authorise the Payments Schedule**
Payments for Authorisation were circulated previously.

PROPOSED by Cllr C Frost and SECONDED by Cllr C Ball

It was **RESOLVED** that the Payments Schedule detailing net payments of £7,444.25 be **APPROVED**
 - iii. To verify Bank Reconciliations**
Bank Reconciliations up to the end of September were presented, which were verified by members.
 - iv. To verify Income and Expenditure to date**
The Clerk noted that Council have currently spent £138,554 of their budget and would expect to be approximately 58% spent at this point, but are in fact approximately 63% spent.

COU/110/20-21 To note and consider planning applications and to contemplate reconstitution of the Planning Committee

A member referenced Planning Application 20/1166/HH – 20 Barbara Avenue.

PROPOSED by Cllr M Fox and SECONDED by Cllr J Stafford

After some discussion, it was **RESOLVED** to reconstitute the Planning Committee

COU/111/20-21 To consider and approve the Terms of Reference and appointment of Councillors to the Planning Committee

Further to replacing ‘5’ with ‘3’ (6) and ‘issues or issues’ with ‘issue/s’ (8iv and 9ii) it was **RESOLVED** to approve the Terms of Reference for the Planning Committee and for Cllrs N Beck, M Fox and J Stafford to be appointed along with the Chairman and Vice Chairman (ex officio)

It was requested that the Planning Committee report back to Council at each meeting.

COU/112/20-21 To review and consider the Complaints Procedure

PROPOSED by Cllr N Beck and SECONDED by Cllr M Mulholland

Further to reviewing the proposed Complaints Procedure, it was **AGREED** that ‘Members conduct alleged to breach the Council’s Code of Conduct be referred to Blaby District Council’

It was **RESOLVED** that further to the above amendment and confirmation of the Acts stated within, it was **RESOLVED** that the Complaints Procedure be **APPROVED**.

COU/113/20-21 To provide any update on

i. 10 Big Idea’s

A suggested timeframe to publicise the 10 Big Idea’s was noted, but a meeting of the 10 Big Idea’s Working Party is to be scheduled upon confirmation of members availability.

Councillor N Beck leaves the meeting

ii. The Byways, 11 Court Close, Kirby Muxloe

It was noted that the tenant has reported a broken hinge on the gas meter cupboard, which the Handyman has attempted to repair. It was agreed that the tenant contacts their Gas provider concerning this issue.

A member requested a copy of the job specification for the landscaping works at The Byways.

To prevent a member from having to leave the meeting again, it was AGREED that items 14.v and 14vi be addressed.

COU/114/20-21 A response from an allotment tenant regarding the composting bins at the Cemetery

Further to a response received from an allotment tenant, the Clerk advised that a further tenant had advised that a verbal agreement had been made for the composting bays to be turned twice per year, but this hadn't been undertaken.

PROPOSED by Cllr J Stafford and SECONDED by Cllr R Ford

It was **RESOLVED** to seal off the composting bays from the 4th January 2021 and for notices advising this to be displayed.

COU/115/20-21 A tennis court hire fee for coaching purposes

PROPOSED by Cllr J Stafford and SECONDED by Cllr S Michaels

It was **RESOLVED** to charge £10 per hour for hiring a tennis court for coaching purposes.

Cllr N Beck re-joins the meeting

iii. The Local Plan

There was no update on the Local Plan

iv. Barry Drive 'Rat Run'

A letter is to be sent requesting an update on Barry Drive.

COU/116/20-21 To discuss and consider

i. Proposed items for inclusion in 2021-22 budget

After some discussion, items for inclusion in the 2021-22 budget were AGREED.

A member noted that Blaby District Council offer funding through their Active Transport Grant, which may assist with cycling and walking facilities in the village.

ii. The collapsed grate by the entrance of the car park

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

Further to discussion, it was AGREED that a quotation be obtained to rebuild the concrete around the collapsed grate

iii. Identifying repair needs to enable the War Memorial and Gates to be preserved

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

After much discussion, it was AGREED that further to gaining permission from Kirby Muxloe Recreation Ground Charity, specialist Companies be contacted for quotations to repair the war memorial and pillars, which are to be reported back to a future meeting of Council.

iv. Service and maintenance for the Closed Circuit Television System (CCTV).

Members were advised that the standard service costs £813 per annum, with callout and labour incurring an additional charge.

It was noted that while there were no callouts between 1st April - 1st July this year, since 2nd July, callout and maintenance charges of £2277 have been incurred.

Members were advised that callout and labour are included in the standard plus service, at an additional cost of £610 per annum,

Members AGREED that further quotations be sought and reported back to a future meeting.

v. A response from an allotment tenant regarding the composting bins at the Cemetery

Minuted previously.

vi. A tennis court hire fee for coaching purposes

Minuted previously.

vii. A member participating in a virtual climate Emergency Action Day

A member noted that the cost for the virtual climate Emergency Action Day would cost between £15 and £40.

PROPOSED by Cllr N Beck and SECONDED by Cllr C Ball

It was **RESOLVED** that a member participates in a virtual climate Emergency Action Day.

viii. Proceeding with the supply and maintenance of hanging baskets for 2021

It was noted that the hanging baskets for 2021 will result in a cost of £3291.75p, which reflects a discount of 17.5%.

COU/117/20-21

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 maintenance and management of Kirby Fields, ongoing concern regarding a vehicle in Ellis Drive and Microsoft Teams were noted.

A branch across the brook, together with foam being present in the brook behind the Village Hall, a dog bin issue in the corner of the Recreation Ground and the theft of catalytic converters were also reported.

COU/118/20-21

To confirm the date and time of next meeting

The meeting scheduled for 17th December is to be rescheduled to 10th December 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 C Ball

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

COU/119/20-21

To discuss and consider a response in relation to a reported incident at Desford Road Cemetery

It was **AGREED** that further assurance be provided in relation to an incident reported at Desford Road Cemetery

COU/120/20-21

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.

Objections to the Accounts and matters concerning these, were also noted.

PROPOSED by Cllr J Stafford and SECONDED by Cllr C Ball

COU/121/20-21

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

Members were advised that new staff members probationary period concludes on 9th December 2020.

It was AGREED that the Clerk, Cllr M Mulholland and Cllr M Fox schedule a meeting with the new members of staff.

Due to home working, it was AGREED that tax relief should be claimed.

PROPOSED by Cllr C Ball and SECONDED by Cllr S Michaels

After some discussion, it was **RESOLVED** that agreement B.B/150/C/915 be prepared.

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

Chairman's Signature  _____

Date 10/12/2020