

KIRBY MUXLOE PARISH COUNCIL

MINUTES of the MEETING of the PARISH COUNCIL

Held at 7.00 pm on
Thursday 12th August 2021
At Kirby Muxloe Parish Council, Station Road, Kirby Muxloe

MEMBERS PRESENT:

Councillors: B Atkinson C Ball C Frost
 M Fox M Mulholland

In Attendance: Parish Clerk
 Members of public - None

COU/062/21-22 Chairman's Welcome
The Chairman welcomed all to the meeting and announced the resignation of Cllr T Deakin.

COU/063/21-22 To receive apologies for absence
Apologies for absence were received from Cllrs N Beck, R Ford, J Johns, S Michaels, F Quilliam, J Stafford and W Wernick.

COU/064/21-22 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.

COU/065/21-22 To confirm the minutes of the meeting held on 22nd July 2021 are a true and accurate record.
PROPOSED by Cllr C Ball and SECONDED by Cllr M Mulholland

Further to rephrasing the final paragraph of COU/050/21-22, it was **RESOLVED** that the minutes of the meeting held on 22nd July 2021 are a true and accurate record.

COU/066/21-22 To receive a Report from the Police Beat Officer
It was noted that a Police Newsletter had been circulated recently.

COU/067/21-22 To receive a Report from Leicestershire County Council
There was no report.

COU/068/21-22

To receive a Report from Blaby District Council

A report was provided by Blaby District Council, which noted that Blaby District Council are awaiting a planning application for a medical centre at Lubbethorpe. Forest House surgery is to close but Warren Lane surgery will remain open.

It was further noted that Everards are hoping to erect a hotel towards Narborough Road, once matters have been addressed with LCC Highways.

COU/069/21-22

Public Participation

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

There were no issues raised or questions asked.

COU/070/21-22

Clerks Report

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

It was noted that since the previous meeting, net payments totalling £11,364.91 have been made, which were verified by members.

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

Members were advised of the discrepancies detailed within the annual RoSPA report.

PROPOSED by Cllr C Frost and SECONDED by Cllr C Ball

It was **RESOLVED** that payment for the annual RoSPA report be held pending further enquiry, but the Payments Schedule detailing revised net payments of £818.28 be **APPROVED**

iii. **To verify bank reconciliation**

The bank reconciliation for the Community Bank Account (£230,248.36) as at 28th July 2021 was presented and verified.

iv. **To verify Income and Expenditure to date**

The Report was verified by members.

COU/071/21-22

To provide an update on

i. **The Byways, 11 Court Close, Kirby Muxloe**

Further clarification is to be sought on the fixed term/periodic contract. Members noted their thanks to Cllr S Michaels for his assistance with this matter.

It was also noted that the paint is peeling in various areas of the property, with a bubble forming in the main bedroom resulting in a crack forming.

While the tenant is ventilating the property, there is also an issue with the window/s and furthermore the issue with the toilet has returned.

ii. **The Local Plan**

There was no update.

iii. **Barry Drive 'Rat Run'**

A member noted that a PowerPoint presentation should be prepared to present to LCC.

COU/072/21-22

To receive a report from Representatives to Outside Bodies:

i. **Kirby Muxloe Village Hall**

It was noted that a letter regarding the refreshment trailer has now been sent and a name change on the Account details was also reported.

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

It was noted that KML&CH are currently awaiting a draft sub-lease (full repairing) from LCC.

Plans to create a door from an existing window and to create a sensory garden and develop a café area were also noted.

iii. **Progress with Lubbesthorpe**

Members were in receipt of the notes of the meeting held on the 30th June 2021. It was noted that a meeting was held on the 4th August, which the Representative present had not been able to attend, but advised a further meeting is to be held in September.

COU/073/21-22

To review and consider a recommendation from the Planning Committee in terms of a call-in process for responses to planning consultations under delegated authority and to approve Terms of Reference

The Planning Committee recommended that Council consider a call-in process to enable observations to be made by the Clerk under delegated authority on any Planning and Licensing applications and any other application on which the Parish Council is being consulted, where either the deadline is prior to the next meeting of the relevant Committee or where the relevant Committee meeting is either cancelled or inquorate.

PROPOSED by Cllr C Frost and SECONDED by Cllr M Fox

Further to emphasis being placed on 'material considerations', it was **RESOLVED** that this recommendation be APPROVED and the Terms of Reference revised to take account of this.

COU/074/21-22 To consider quotation/s for required surfacing works in the Play Area

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

Further to a site visit, it was noted that the large surfacing works reflected in the Annual RoSPA Report are not required.

COU/075/21-22 To discuss and consider

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

i. A structural inspection of the bridge (by the Village Hall)

Further to a quotation being withdrawn, it was recommended that a Structural Engineer assesses and designs a replacement bridge.

PROPOSED by Cllr M Fox and SECONDED by Cllr C Ball

It was **RESOLVED** that a Structural Engineer/s be contacted.

ii. Tree works (as recommended by the Consultant)

As a result of a tree branch falling onto a pathway of the Recreation Ground, it was recommended that the ivy around the base of the listed trees be cut and removed.

PROPOSED by Cllr M Fox and SECONDED by Cllr M Mulholland

It was **RESOLVED** to proceed at a cost of £950.

iii. Foliage/shrub removal and annual maintenance at the tennis courts

A quotation to cut and remove the foliage and weed kill the tennis courts was considered.

PROPOSED by Cllr C Frost and SECONDED by Cllr C Ball

It was **RESOLVED** to proceed at a cost of £180.

Members were advised that due to becoming aware of an issue with the fire hydrant at the tennis courts, which is to be reported to the Fire and Rescue Service, The Byways tenant has confirmed that she is willing to permit the contractor access to her water supply to undertake the annual maintenance, provided Council take meter readings before and after use to enable payment to be made.

- iv. Bind weed issue in Castle Road car park
Two quotations to address the bind weed issue were presented.

Company A - £140

Company B - £100

PROPOSED by Cllr B Atkinson and SECONDED by Cllr M Mulholland

It was **RESOLVED** to proceed with Company B at a cost of £100

- v. Appointing an Internal Auditor
The Clerk noted that the Internal Auditor is no longer available for internal audits.

Members **AGREED** to place a request for an Internal Auditor in LRALC's Round Robin.

- vi. Complaints Policy
Members considered a draft of the revised Complaints Policy

PROPOSED by Cllr C Frost and SECONDED by Cllr C Ball

It was **RESOLVED** to **APPROVE** the revised Complaints Policy

- vii. Structural lamppost testing
Members were advised that the structural certification for the columns expires in April 2022 and a quotation of £1750 has been received.

PROPOSED by Cllr C Frost and SECONDED by Cllr M Mulholland

It was **RESOLVED** to proceed with this quotation at the appropriate time.

- viii. Removal of glass splinters from the MUGA area
After some discussion, it was **AGREED** that quotations be sought for a power sweeper.

- ix. Remedial works on the footpath by Millennium Wood
A suggestion of a board walk was made to address the issue, and after some discussion, it was **AGREED** that Blaby District Council be approached for funding options.

COU/076/21-22 **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 member suggested measuring sulphur dioxide levels on Main Street, Station Road and at Millennium Wood.

Improving the Cricket Pavilion was also noted.

COU/077/21-22 **To confirm the date and time of next meeting**
The date of the next meeting is to be amended and will be held on Thursday 23rd September at 7 p.m.

PROPOSED by Cllr C Frost and SECONDED by Cllr M Fox

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

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

COU/078/21-22 **To discuss and consider Freedom of Information Requests and associated matters**

Members were updated on Freedom of Information Requests and associated matters.

Members were advised that the Data Processing contract is due for renewal on 1st September 2021.

PROPOSED by Cllr M Fox and SECONDED by Cllr M Mulholland

It was **RESOLVED** to revert back to an hourly pay rate, with no additional services.

COU/079/21-22 **To receive an update on Staffing and to discuss and consider current matters**


Additional hours for meetings during 2020-21 was submitted.

PROPOSED by Cllr C Frost and SECONDED by Cllr M Fox

It was **RESOLVED** to make payment for the additional hours incurred.

Further staffing matters are to be addressed at a future meeting.

There being no further business the Chairman declared the meeting closed at 8:50 p.m.

Chairman's Signature  _____

Date 12/9/2021

Chairman's Initials C. J. F.