

KIRBY MUXLOE PARISH COUNCIL

MINUTES of the MEETING of the PARISH COUNCIL

Held at 7.00 pm on

Tuesday 29th June 2021

At Kirby Muxloe Village Hall, Station Road, Kirby Muxloe

MEMBERS PRESENT:

Councillors:	B Atkinson	C Ball	N Beck
	A Deakin	M Fox	J Johns
	M Mulholland	F Quilliam	J Stafford
	W Wenick		

In Attendance: Parish Clerk
Members of public - 1

- COU/019/21-22** **Vice Chairman's Welcome**
The Vice Chairman welcomed all to the meeting.
- COU/020/21-22** **To receive apologies for absence**
Apologies for absence were received from Cllrs C Frost, S Michaels and R Ford.

County Cllr N Chapman's apology was also noted.
- COU/021/21-22** **To receive any declarations of pecuniary and non-pecuniary interests to any matter pertaining to the agenda and to consider dispensations**
Cllr N Beck declared a pecuniary interest in The Byways, Court Close as a result of her neighbouring property.
- Cllr T Deakin joins at 7:02 p.m.*
- COU/022/21-22** **To confirm the minutes of the meeting held on 20th May 2021 are a true and accurate record.**
PROPOSED by Cllr N Beck and SECONDED by Cllr M Mulholland

Further to 'verifies' being amended to state 'verified' under AM/012/21-22 and inserting 'to' under AM/015/21-22, it was **RESOLVED** that the minutes of the meeting held on 20th May 2021 are a true and accurate record.
- COU/023/21-22** **To receive a Report from the Police Beat Officer**
There was no report.

- COU/024/21-22** **To receive a Report from Leicestershire County Council**
There was no report.
- COU/025/21-22** **To receive a Report from Blaby District Council**
There was no report.
- COU/026/21-22** **Public Participation**
A member of the public spoke about Leicestershire’s wildlife charity ‘NatureSpot’ and the available grant offer.
- COU/027/21-22** **Clerks Report**
- i. **To verify all payments made since the previous meeting**
A report detailing net payments totalling £23,270.15 was verified by members.
 - ii. **To verify and authorise the Payments Schedule**
The Clerk noted that while an official order was never raised for the Cemetery sign, this was installed some considerable time ago resulting in an invoice for payment recently being received.

PROPOSED by Cllr J Stafford and SECONDED by Cllr W Wernick

It was **RESOLVED** that payment be made for the Cemetery sign (£188.23) and the Payments Schedule detailing net payment of £1332.99 be authorised.
 - iii. **To verify the bank reconciliation**
Bank statements from 1st April to 28th June were presented and verified.

Members were advised that the Community Bank Account was reconciled up until the date of the previous meeting (20th May.)

Due to timing, the latest bank statement dated 28th June (£240,773.05) is to be verified at the next meeting (22nd July)
 - iv. **To verify Income and Expenditure to date**
The Report was verified by members.
- COU/028/21-22** **To provide an update on**
- i. **The Byways, 11 Court Close, Kirby Muxloe**
It was noted that the failed double-glazing unit is to be replaced under the warranty.

It was noted that while damp has been reported, confirmation is to be sought that the property is being ventilated and heated appropriately, prior to a survey being considered.

- ii. **Kirby Meadows Development**
A copy of the Landscape and Ecology Management and Maintenance Plan was circulated to members for information.
- iii. **The Lubbesthorpe development**
Due to the next meeting being scheduled for 30th June, there was no further update.
- iv. **The Local Plan**
There was no update.
- v. **Barry Drive 'Rat Run'**
There was no update.

COU/029/21-22 **To note the Annual Internal Audit Report 2020/21**
The Annual Internal Audit Report 2020/21, together with a report highlighting matters to be drawn to members attention, were noted

COU/030/21-22 **To approve the Annual Governance Statement**
(Section 1 of the Annual Governance and Accountability Return 2020/21)
Members considered each of the individual points highlighted on the Annual Governance Statement.

PROPOSED by Cllr C Ball and SECONDED by Cllr M Mulholland

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/031/21-22 **To approve Accounting Statements**
(Section 2 of the Annual Governance and Accountability Return 2020/21)
Members considered the Accounting Statements

PROPOSED by Cllr N Beck and SECONDED by Cllr F Quilliam

It was **RESOLVED** that the Accounting Statement be **APPROVED** and was signed by the Responsible Financial Officer and the Chairman of the meeting.

COU/032/21-22 **To provide an update on the grant application for the War Memorial and Gate Piers and to consider quotations**
Further to receiving an update, members considered the initial quotations gained some time ago.

Company A - £5,310
Company B - £9,340.50
Company C – No quote received

Due to additional requests, it was noted that Company A have since submitted a revised quotation of £7,990.

PROPOSED by Cllr J Stafford and SECONDED by Cllr F Quilliam

It was **RESOLVED** that should the War Memorials Trust permit Council to select their preferred option, to proceed with Company A at a cost of £7,990.

COU/033/21-22

To discuss and consider quotations for:

- i. **Recommended tree works for tag number 1468 - Fraxinus Excelsior (Ash)**

Three quotations were sought for the high priority Ash highlighted in the Arboricultural Survey, but only two were received.

Company A - £350
Company B - £200

PROPOSED by Cllr M Mulholland and SECONDED by Cllr J Stafford

It was **RESOLVED** to proceed with Company B at a cost of £200

- ii. **An Exploratory dig on a flooded area near the Cricket Pavilion**

Three quotations were sought

Company A - £440, plus materials
Company B - £810
Company C - £700, plus pipes and fittings

PROPOSED by Cllr J Stafford and SECONDED by Cllr W Wernick

It was **RESOLVED** to proceed with Company C at a cost of £700, plus pipes and fittings.

COU/034/21-22

To receive a report from the Events Working Party and to consider a request in relation to the Christmas Lights Switch On 2021

Further to providing a report, the Events Working Party requested authorisation to spend their approved budget.

PROPOSED by Cllr M Fox and SECONDED by Cllr J Johns

It was **RESOLVED** that the Events Working Party be permitted to spend up to £1500.

COU/035/21-22 **To discuss and consider the Annual Safety RoSPA Report**
Members considered the Annual Safety RoSPA Report and **AGREED** the high-risk maintenance findings be addressed immediately.

Quotations for the medium risk maintenance findings are to be sought and presented at a future meeting.

COU/036/21-22 **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)
Correspondence from a Councillor of a neighbouring Parish regarding Climate Change was noted.
The Clerk reiterated the NatureSpot grant offer.
Forming a Working Party to address Kirby Meadows Development is to be considered at the next meeting.
Further information on the Woodland Trust is to be forwarded to the office to enable this item to be placed on the next agenda.

COU/037/21-22 **To confirm the date and time of next meeting**
While the next meeting is scheduled for 15th July, it was **AGREED** this be rescheduled to 22nd July due to holidays.

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 Fox and **SECONDED** by Cllr F Quilliam

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

COU/038/21-22 **To discuss and consider Freedom of Information Requests and associated matters**
An update was provided.

COU/039/21-22 **To receive an update on Staffing and to discuss and consider current matters**
An update was provided.

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

Chairman's signature



Date 22/7/2021

Chairman's Initials C. J. F.