

KIRBY MUXLOE PARISH COUNCIL

MINUTES of the MEETING of the PARISH COUNCIL

Held at 7.00 pm on

Thursday 8th September 2022

At Kirby Muxloe Parish Council, Station Road, Kirby Muxloe

MEMBERS PRESENT:

Councillors:	B Atkinson	N Beck	A Bruen
	M Fox	J Johns	M Mulholland
	F Quilliam	M Riley	J Stafford
	W Wernick		

In Attendance: Parish Clerk
Members of Public - Six

COU/062/22-23

Chairman's Welcome

The Chairman (Vice) welcomed all to the meeting.

A minute's silence was observed to honour Queen Elizabeth II.

COU/063/22-23

To receive apologies for absence

Apologies for absence were received from Cllrs. C Frost, R Ford and S Michaels.

COU/064/22-23

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

Cllrs J Johns and W Wernick declared a pecuniary interest in Kirby Meadows, as a result of their neighbouring property.

Members with a pecuniary interest were reminded that they must not take part, but leave the meeting room at the appropriate time. However, they can speak as a member of the public from the public gallery during Electors time.

Cllr M Riley declared a non-pecuniary interest in Kirby Muxloe Library and Community Hub due to being a trustee of the Charity.

COU/065/22-23 To confirm the minutes of the meeting held on 28th June and 28th July 2022

The Clerk noted that due to ongoing matters (previously advised), the minutes of the meeting held on 28th June and 28th July 2022 are still not available.

It was AGREED that the outstanding draft minutes be prioritised and viewed by members the following week.

COU/066/22-23 To receive a Report from Leicestershire County Council

There was no Report.

COU/067/22-23 To receive a Report from Blaby District Council

There was no Report.

(Apologies were received from District Councillor C Frost)

COU/068/22-23 To receive a Newsletter from Leicestershire Police

A newsletter was received.

COU/069/22-23 Public Participation

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

Members of the public were in attendance regarding agenda items 12.i, 12.ii and 12.vii, which the Chairman brought forward.

COU/070/22-23 A Memorial application

(As a result of there being insufficient space to enable a further inscription on the existing Memorial)

PROPOSED by Cllr A Bruen and SECONDED by Cllr M Riley

After much discussion and taking into account the situation, it was **RESOLVED** that the additional memorial be permitted.

COU/071/22-23 Submitting an application to place a bench by One Stop Convenience Store

A member of the public emphasised that the elderly and vulnerable would benefit from a bench on Main Street and added that One Stop were willing to provide funding.

A further resident noted that many years ago, a bench was removed from Enterprise House, due to increased noise impacting on residents of The Keep.

Further discussion ensued regarding the positioning of the bench

Due to Leicestershire County Council's (LCC) permission being required, conditions of the application were considered.

PROPOSED by Cllr J Stafford and SECONDED by Cllr F Quilliam

It was **RESOLVED** that an application be submitted, but acknowledged that the location would be at the discretion of LCC.

COU/072/22-23

Improving access and upkeep of the Tennis courts and approval to mark a further pickleball court

Due to a consultation not having taken place at present, this matter is to be considered at a future meeting. However, it was noted that the only cost to Council would be approximately £500, which covers the annual maintenance fee to keep the gate operational.

A member of the public requested that a further pickleball court be marked with temporary paint.

PROPOSED by Cllr J Stafford and SECONDED by Cllr J Johns

It was **RESOLVED** that a second pickleball court be marked on the tennis court.

A further resident spoke on the condition of the football pitches.

COU/073/22-23

Clerks Report

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

It was noted that the Report was a different format to the one usually submitted and consequently doesn't reflect net, but total figures. Total payments of £45,177.99 were verified by members.

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

PROPOSED by Cllr M Fox and SECONDED by Cllr F Quilliam

It was **RESOLVED** that the Payments Schedule detailing net payments of £7266.35 be APPROVED.

iii. **To verify Bank Reconciliations**

The Clerk noted that due to circumstances previously highlighted, the Bank Reconciliation could not be presented, but the statement for the Community Bank Account (£218,355.79) as at 8th September 2022 was presented and verified.

It was AGREED that the outstanding Bank Reconciliations be prioritised and viewed by members the following week

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

The Clerk noted that due to circumstances previously highlighted, the Income and Expenditure Report to date could not be generated.

It was AGREED that the outstanding Report be prioritised and viewed by members the following week

COU/074/22-23

To provide an update on/note

- i. **Kirby Meadows Development**
It was noted that this item is to be addressed at 12.iii

- ii. **The Byways, 11 Court Close, Kirby Muxloe**
Members were advised that the tenant has proceeded to install an outdoor tap prior to gaining Council's approval. Documentation provided for these works is to be forwarded.

It was further noted that an inspection of the property now be undertaken and a report provided accordingly.

- iii. **The Local Plan**
There was no further update

- iv. **Barry Drive 'Rat Run'**
There was no further update

COU/075/22-23

To receive a report from Representatives to Outside Bodies:

- i. **Kirby Muxloe Library and Community Hub**
Cllr M Fox advised that he was not available to attend the last meeting, but noted that KML&CH wish to conclude the licence soon.

- ii. **Progress with Lubbesthorpe**
Cllr N Beck noted that the group hadn't met since the previous meeting.

COU/076/22-23

To discuss and consider

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

- i. **A Memorial application** (as a result of there being insufficient space to enable a further inscription on the existing Memorial)
This matter was addressed at COU/070/22-23

- ii. **Submitting an application to place a bench by One Stop Convenience Store**
This matter was addressed at COU/071/22-23

- iii. **Accepting the transfer of Kirby Meadows and to instigate proceedings**
After some discussion, members reiterated that as a report/survey relating to the Biodiversity of the Local Wildlife Site had not yet

been undertaken at Kirby Meadows, the transfer could not be considered at this stage.

PROPOSED by Cllr J Stafford and SECONDED by Cllr M Mulholland

It was **RESOLVED** that a report/survey relating to the Biodiversity of the Local Wildlife Site be pursued.

- iv. **The option to sell 'The Byways' (tenant to be safeguarded)**
As a result of the outstanding audit costs (arising from six years of objections from a resident), it was suggested that consideration be given to selling 'The Byways' to cover these substantial costs.

It was **AGREED** that this be kept under review.

- v. **The option to opt out of the SAAA sector led external auditor appointment scheme**
PROPOSED by Cllr J Stafford and SECONDED by Cllr M Mulholland

It was **RESOLVED** that Kirby Muxloe Parish Council opt in the SAAA sector led external auditor appointment scheme until 31st March 2027.

- vi. **Internal Control**
PROPOSED by Cllr N Beck and SECONDED by Cllr M Fox

Further to reviewing the statement, it was **RESOLVED** that the amendments noted be applied.

- vii. **Improving access and upkeep of the Tennis courts and approval to mark a further pickleball court**
Due to a consultation not having taken place at present, this matter is to be considered at a future meeting. However, it was noted that the only cost to Council is approximately £500, which covers the annual maintenance fee to keep the gate operational.

A member of the public requested that a further pickleball court be marked with temporary paint.

PROPOSED by Cllr J Stafford and SECONDED by Cllr J Johns

It was **RESOLVED** that a second pickleball court be marked on the tennis court.

viii. **The Conservation Area and funding a visual display**
A member of Conservation Area Working Party updated members on the progress made to date and requested funding for a visual display. After some discussion, it was AGREED that further details regarding funding, be presented at the next meeting.

ix. **The next phase in securing the boundary of the Play Area**
It was noted that to date, the waste has been removed and the hedges flailed.

It was AGREED that quotations for the next phase be gained and this item be referred to the Leisure, Parks and Cemetery Committee

x. **CCTV installation at the Sports Pavilion**
PROPOSED by F Quilliam and SECONDED by Cllr W Wernick

Further to reviewing the recommended security cameras, it was RESOLVED that the type of CCTV camera highlighted and a sensor light be purchased. The hedgerow is also be maintained, if required.

xi. **Authorisation for the Events Working Party to expend the Christmas Event Budget**
PROPOSED by N Beck and SECONDED by Cllr W Wernick

It was RESOLVED that the Events Working party be permitted to utilise the Christmas budget (£1500) for the Christmas Lights Switch On event on Saturday 26th November 2022.

xii. **Utility Plans and Contracts**
It was AGREED this item be deferred to a future meeting

xiii. **Representations in relation to the 'polling arrangements' public consultation**
Further to consideration, it was AGREED that clarification be sought on Kirby Muxloe Ward, as reflected on page 13 of the recommendations from Blaby District Council.

xiv. **A request to use the park for a fundraising event**
A request for an 'Afternoon Tea' fundraising event to help underdeveloped communities in Costa Rica was considered.

PROPOSED by Cllr J Stafford and SECONDED by Cllr M Fox

Due to the lack of details provided, it was RESOLVED that Council owned land should not be utilised for this purpose on this occasion.

COU/077/22-23

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)

Cllr B Atkinson noted that due to other commitments, she was unable to continue being a member of the Planning Committee, but Cllr M Riley expressed an interest in becoming a member.

Members were reminded that the Planning Committee need to consider the proposed Traffic Regulation Order on Main Street/Desford Road by 23rd September 2022 and that a formal complaint in relation to observations made on a residential property had been received.

It was noted that PKF Littlejohn (External Auditors) have been appointed to undertake 2015/16 and 2016/17 Audits and reiterated that objections in relation to the 2021/22 Accounts for 2021/22 have once again been submitted by a resident.

Correspondence received from parents/carers of junior footballers in relation to pitch concerns were noted, resulting in all training and matches being cancelled, until this matter is resolved.

Members were advised that the Handyman had attempted to clean Village signs, without success. Furthermore, due to relocation, he will not be available after 18th October 2022.

Due to ongoing issues with the website, a member requested that a new website be considered at the next meeting and a further member requested that the wildflower verge also be addressed.

COU/078/22-23

To confirm the date and time of next meeting

The next meeting will be held on Thursday 29th September 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 M Fox and SECONDED by Cllr J Stafford

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

COU/079/22-23

To receive an update on Freedom of Information Requests and to discuss and consider associated matters

The FOIA Request Log was noted.

An update was provided on the situation regarding the two residents and quotations for further legal advice were presented.

Company A - £375 per hour

Company B - £275 per hour

Company C - £220 per hour

PROPOSED by Cllr F Quilliam and SECONDED by Cllr A Bruen

It was **RESOLVED** to proceed with Company A and to reiterate to the Solicitor that the Data Processing Company details be removed from the subject on all correspondence.

Furthermore, it was **AGRRED** that a complaint be made to the ICO regarding one of their Case Officers.

COU/080/22-23

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

Members were advised that due to a change in circumstance, a staff member had reluctantly tendered her resignation and is due to leave on 4th October 2022.

PROPOSED by Cllr M Fox and SECONDED by Cllr F Quilliam

It was **RESOLVED** that the vacancy for an Assistant Clerk be advertised, in accordance with the NJC Green Book

There being no further business, the Chairman declared the meeting closed at 9:35 p.m.

Chairman's signature



Date

27/10/2022