

KIRBY MUXLOE PARISH COUNCIL

MINUTES of the MEETING

Held at 7.00 pm on

Thursday 18th February 2021

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
	C Frost	J John	S Michaels	M Mulholland
	F Quilliam	J Stafford	W Wernick	

In Attendance: Parish Clerk
Members of public – 4

COU/149/20-21

Chairman's Welcome

The Chairman welcomed all to the meeting.

COU/150/20-21

To receive apologies for absence

Apologies were received from Cllr R Ford

COU/151/20-21

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 pecuniary interest in The Byways, Court Close as a result of her neighbouring property and a non-pecuniary interest in the allotments, due to a family member being a tenant.

COU/152/20-21

To confirm the minutes of the meeting held on 14th January 2021 are a true and accurate record

PROPOSED by Cllr C Ball and SECONDED by Cllr J Stafford

It was **RESOLVED** that the minutes of the meeting held on 14th January 2021 be confirmed as a true and accurate record.

COU/153/20-21

To receive a Report from the Police Beat Officer

There was no report from the Police Beat Officer.

Chairman's Initials C.J.F.

COU/154/20-21 To receive a Report from Leicestershire County Council

There was no report from Leicestershire County Council

COU/155/20-21 To receive a Report from Blaby District Council

A Report from Blaby District Council was received which detailed the Local Plan (open to public consultation) and reflected upon the eight sites deemed suitable for planning permission to be granted. It was further noted the 748 properties off Hinckley Road, were in addition to the 750 properties by the Rugby Ground.

It was also reported that all areas within Blaby were being reviewed by the Boundary Commission.

COU/156/20-21 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/157/20-21 To consider an application for co-option to Kirby Muxloe Parish Council

It was AGREED this item be deferred to the next meeting.

COU/158/20-21 Clerks Report

i. To verify all payments made since the previous meeting

It was noted that the last ordinary meeting of Council was on 10th December 2020 and since that meeting, net payments of £29,646.54 have been made, which were verified by members.

ii. To verify and authorise the Payments Schedule

Payments for Authorisation were circulated previously.

PROPOSED by Cllr F Quilliam and SECONDED by Cllr J Stafford

It was **RESOLVED** that net payments of £987.56 be **APPROVED**.

iii. To verify Bank Reconciliations

A Bank Reconciliation was presented, which was verified by members.

iv. To verify Income and Expenditure to date

The Clerk noted that to date, Council have spent £185,785 and received income of £210,835 against a budget of £219,053.

COU/159/20-21

To receive a Report from the from the 10 Big Ideas Working Party and to consider their recommendation for the selected ideas

A list of all the suggestions made were circulated.

It was noted that while the Parish Council have limited powers to address some of the suggestions made, these issues will be brought to the attention of the appropriate Authorities.

A member of the public in attendance suggested introducing a Repair Shop.

In terms of the suggestions made, which the Parish Council are able to consider, the 10 Big Idea's Working Party RECOMMENDED:

- i. A short term project
- ii. A community Event
- iii. An Environmental project
- iv. A Community/Sensory Garden
- v. Creation a Local Parish Plan (to reflect on the long-term plans for the village centred around the Recreation Ground)

A member suggested the Library garden be considered for a quiet area.

After much discussion, it was AGREED that costings for the recommendations be obtained for consideration at a future meeting.

COU/160/20-21

To provide any update on

i. The Byways, 11 Court Close, Kirby Muxloe

Members were advised that both outside drains by the front door are blocked, the shower screen seal needs renewing and the bath panel is stained as a result of a water leak.

After some discussion, it was requested that the Clerk gains further clarification on the blockages and the Tenancy Agreement is verified in terms of the precept.

ii. The Lubbesthorpe Development

An update was provided on the Lubbesthorpe meeting held on 27th January 2021.

iii. Local Plan

It was noted that the Local Plan public consultation closes on 12th March 2021.

iv. Barry Drive 'Rat Run'

While there was no update in terms of Barry Drive 'Rat Run', it was noted that Blaby District Council have contacted the Parish Council to advise that

Leicestershire County Council will contact the Parish Council directly regarding their latest correspondence.

COU/161/20-21

To discuss and consider quotations for

i. Servicing and maintenance of the Closed-Circuit Television System (CCTV)

It was noted that the current provider charges £812 for annual maintenance but a further £610 would be payable to include call outs, resulting in a total cost of £1422

Three quotations were received:

Company A - £150
Company B - £757
Company C - £311.40

PROPOSED by Cllr C Ball and SECONDED by Cllr N Beck

One member ABSTAINED

After much discussion, it was **RESOLVED** to proceed with Company C, provided they confirm their quotation includes the hire of a cherry picker and meets all other requirements specified.

ii. Restoration of the war memorial and gate piers

Three quotations were received:

Company A – £4470

It was noted that this reflected restoring the gate piers (£2200) and stone replacement (£2270)

A further £840 was noted to restore the war memorial

Company B – £4535 or £5085

It was noted that this reflected restoring the gate piers (£2995) and stone repairs (£1540).

Members were advised that an additional cost of £550 may be incurred, dependent on the meterage to be repointed.

It was suggested by Company B, that the inscriptions be repainted and should this be required, would incur a further cost of £1288.

A further £1757.50 or £2197.50 (dependent on the meterage to be re-pointed) was noted to restore the war memorial

Members were advised that the repainting of inscriptions, if required, will incur an additional sum of £770.

Company C – £800

It was noted that this quotation reflects the required works on the gate piers, war memorial and the memorial in the Cemetery (which was not specified)

After much discussion, it was **AGREED** that on site appointments be arranged to enable Councillors to meet with Contractors to gain a better understanding of the detailed works, before considering further.

iii. Annual tennis court maintenance

Two quotations were received:

Company A - £920

Company B - £650

PROPOSED by Cllr M Fox and **SECONDED** by Cllr M Mulholland

After some discussion, it was **RESOLVED** to proceed with Company B, provided any damage caused to the surface is made good at their expense.

iv. Installation of future benches

A quotation of £280 was received to install all future benches to the required standard.

PROPOSED by Cllr W Wernick and **SECONDED** by Cllr F Quilliam

It was **RESOLVED** to proceed with this quotation for the installation of all future benches.

v. Summer planters around the village

A quotation of £1365.78, which it was noted reflected the same cost as the previous year, was received

PROPOSED by Cllr C Ball and **SECONDED** by Cllr M Mulholland

It was **RESOLVED** to proceed with this quotation for the Summer planters.

vi. **A mobile phone for office use**

Quotations for Pay As You Go and contract options were received.

Quotation 1:

Mobile phone (Alcatel 1) on a two-year contract at £7.50 per month

Quotation 2:

Mobile phone (Alcatel 1) on Pay As You Go.

It was noted that the cost of purchasing the handset is £44.99, with the option to purchase top ups as required.

Quotation 3:

Mobile phone (Alcatel 3) on Pay As You GO.

PROPOSED by Cllr C Ball and SECONDED by Cllr F Quilliam

It was **RESOLVED** to proceed with quotation 2 at an initial cost of £44.99 and for a top up card to be purchased..

COU/162/20-21

To discuss and consider

i. **An issue with obtaining parts for the drain repair by the car park entrance and to consider an alternative option**

Further to the Contractor having previously quoted £380 to undertake the drain repair, it was noted that he was experiencing difficulties in obtaining the required part and therefore has advised he needs to make this, increasing the quote to £440.

PROPOSED by Cllr C Frost and SECONDED by Cllr J Stafford

It was **RESOLVED** to contact alternative Companies for quotations to undertake the drain repair.

ii. **Removal of ivy from the trees along the brook and pollarding the Salix Fragilis (crack willow)**

It was noted that no quotations had been received to date, but after some discussion, it was AGREED that a full survey be undertaken

Cllr N Beck leaves the meeting

iii. **Allotment fees for 2021-22**

It was noted that the average cost of an allotment in Leicestershire is 0.136 per square metre.

PROPOSED by Cllr J Stafford and SECONDED by Cllr C Frost

After some discussion, it was **RESOLVED** that allotment rent is to be increased by 5% (rounded down to the nearest 50 pence) as from 1st April 2021.

Cllr N Beck re-joins the meeting

iv. A further request for a memorial to be fixed using the monolith method

Due to concerns with memorials being fixed using the monolith method, it was recommended that this memorial be permitted and for the Cemetery Rules and Regulations to be considered going forward.

After some discussion, it was **AGREED** this item be referred to the Leisure, Parks and Cemetery Committee.

v. A request for a bird box to be placed in a tree within the Cemetery

The Clerk noted that a gentleman has enquired as to whether he can place a bird box in a tree close by his wife's grave, after seeing a robin each time he visited.

It was **AGREED** this item be referred to the Leisure, Parks and Cemetery Committee

vi. Acquiring an elm tree to plant in the Parish

After some discussion, it was **AGREED** not to proceed with planting of an elm tree.

vii. Making a donation towards a plaque for the National Coal Mining Memorial at the Arboretum in Staffordshire

PROPOSED by Cllr J Stafford and **SECONDED** by Cllr M Fox

It was **RESOLVED** to make a donation of £50 towards a plaque for the National Coal Mining Memorial.

viii. The National Association of Local Council's (NALC) events

It was noted that NALC are offering a session on 'Building back resilient communities' at a cost of £30 on 25th March 2021.

PROPOSED by Cllr J Stafford and **SECONDED** by Cllr F Quilliam

It was **RESOLVED** that Cllr T Deacon be permitted to attend this session and to report back to Council at a future meeting.

COU/163/20-21

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)

It was reported that drug dealing is taking place mid-afternoon in the car park by the Library and further requested that this issue be reported to the Police.

It was requested that the Welcome Pack be complete for Easter

The Chairman noted that the Parish Council now have a strong team and wished this to be relayed to staff.

COU/164/20-21

To confirm the date and time of next meeting

The next meeting is to be held on Thursday 18th March 2021 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 T Deakin

It was **RESOLVED** to move into Closed Session and to extend the meeting by a further fifteen minutes

COU/165/20-21

To discuss Annual Governance & Accountability Returns

Further to being advised that Annual Governance & Accountability Returns submitted in previous years are to be addressed by the External Auditor imminently, members were advised of the likely cost

PROPOSED by Cllr M Fox and SECONDED by Cllr C Frost

It was **RESOLVED** that the External Auditor be contacted to request that payment be proportioned accordingly.

COU/166/20-21

To discuss and consider Freedom of Information Requests and associated matters

Members discussed matters associated with Freedom of Information requests and AGREED these should continue to be progressed.

COU/167/20-21

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

Members were advised that although staff do not qualify for auto enrolment, enquiries had been made in relation to joining the Pension Scheme:

PROPOSED by Cllr C Frost and SECONDED by Cllr M Fox

It was **RESOLVED** that staff join the Pension Scheme

The Clerk expressed an interest in undertaking an Appraisal course at a cost of £40 and both Clerical Assistants were keen to attend a Cemetery training course at a cost of £40 per member.

PROPOSED by Cllr S Michaels and SECONDED by Cllr M Mulholland

It was **RESOLVED** that all staff attend the requested training courses at a cost of £120

The Clerk requested five days annual leave week commencing 23rd August and further advised that one of the Clerical Assistant's wished to take five days annual leave week commencing 31st August

It was AGREED that both staff members annual leave be APPROVED.

There being no further business the Chairman declared the meeting closed at 9:45 p.m.

Chairman's Signature



Date 11/3/21

Chairman's Initials C. J. F.