

KIRBY MUXLOE PARISH COUNCIL

MINUTES of the MEETING of the PARISH COUNCIL

Held at 7 pm on

Thursday 12th February 2026

At Kirby Muxloe Parish Council, Station Road, Kirby Muxloe

MEMBERS PRESENT:

Councillors: N Bruen D Everley M Fox
 C Frost J.E John M Mulholland
 W Wernick

In Attendance: Parish Clerk

PCSO

Members of the Public – Three

COU/136/25-26

To receive apologies for absence

Apologies for absence were received from Cllrs S Parkes and F Quilliam.

County Cllr K Crook and District Cllrs T Deakin and R Stead also gave their apologies.

COU/137/25-26

To receive disclosures of interest to any matter pertaining to the agenda and to receive and consider dispensations

Dispensation granted to Cllrs C Frost, J. E John and W Wernick to participate and vote on Kirby Meadows for a period of four years was noted.

COU/138/25-26

To confirm the minutes of the meeting held on 29th January 2026
PROPOSED by Cllr M Mulholland and SECONDED by Cllr C Frost

It was **RESOLVED** that the minutes of the meeting held on 29th January 2026 are a true and accurate record.

COU/139/25-26

To receive a Report from Leicestershire County Council
(15 minutes are set aside)

It was noted that County Cllr K Crook is to forward a report shortly.

COU/140/25-26

To receive a Report from Blaby District Council

There was no report.

Chairman's Initials C. J. F.

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COU/141/25-26

To receive a Newsletter from Leicestershire Police

A newsletter from Leicestershire Police was circulated prior to the meeting.

The PCSO noted that Anti-Social Behaviour (nitrous oxide use), Burglaries (mainly car keys, money and jewellery) and Road Safety were the main areas of concern.

COU/142/25-26

Public Participation

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

A member of the public questioned whether the Parish Council have a Resilience Plan and spoke of local Resilience Groups. The resident is to provide further information via email.

A member of Kirby Muxloe Bowls Club enquired about gaining a letter of support to assist with grant applications. It was further questioned whether the Parish Council have any grant funding and/or are able to make provide a donation.

At this point, the Chairman agreed to bring agenda item 9i forward.

COU/143/25-26

To consider a request from Leicestershire Police

The PCSO noted that anti-social behaviour has been reported at the tennis courts car park and questioned whether a bollard or security lights could be installed to prevent further incidents.

After some discussion, it was AGREED that in view of the circumstances, signage may be the better option.

Members relayed their concerns within the village, which the PCSO AGREED to look into further.

Prior to leaving, the PCSO was thanked for his attendance, together with the helpful information provided.

COU/144/25-26

Clerks Report

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

The Clerk noted that as a result of lone working, the Budget and Precept, Grounds Maintenance and Grave Digging Tenders and the Public Interest Report had left insufficient time to prepare this in readiness for this evening's meeting.

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

Chairman's Initials

C.J.F.

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Net payments of £61,571.60 were presented for authorisation.

PROPOSED by Cllr J E John and SECONDED by Cllr M Mulholland

Further to verifying the Payments Scheduled, it was **RESOLVED** that this be authorised.

iii. **To verify Bank Reconciliations**

The Clerk noted that as a result of lone working, the Budget and Precept, Grounds Maintenance and Grave Digging Tenders and the Public Interest Report had left insufficient time to prepare this in readiness for this evening's meeting

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

The Clerk noted that as a result of lone working, the Budget and Precept, Grounds Maintenance and Grave Digging Tenders and the Public Interest Report had left insufficient time to prepare this in readiness for this evening's meeting

COU/145/25-26

To consider

i. **A request from Leicestershire Police**

This matter was addressed at agenda item COU/143/25-26

ii. **A public consultation on future Local Government Reorganisation**

It was AGREED that this information be publicised as widely as possible and that Council and Councillors, as residents, should respond to the Public Consultation by 26th March 2026.

iii. **Tenders received for Grounds Maintenance and Grave Digging**

It was noted that fifteen contractors submitted tenders for the Grounds Maintenance contract 2026-29, five of which did not meet the criteria specified.

Company 1	£95,625
Company 3	£91,428.12
Company 4	£88,050
Company 6	£39,600
Company 7	£83,244
Company 8	£103,244
Company 11	£105,970
Company 12	£104,760
Company 14	£86,236.11
Company 15	£69,510

PROPOSED by Cllr M Mulholland and SECONDED by Cllr N Bruen

After much discussion, it was **RESOLVED** to proceed with Company 3 at a cost of £91,428.12 for the three-year period.

It was noted that three contractors submitted tenders for the Grave Digging contract 2026-29, two of which did not meet the criteria specified.

PROPOSED by Cllr C Frost and SECONDED by Cllr W Wernick

It was **RESOLVED** to proceed with Company 2

iv. **Hanging baskets/containers for Summer 2026**

A quotation of £10,386.80 was presented.

PROPOSED by Cllr J E John and SECONDED by Cllr N Bruen

In view of the feedback from previous years and a minimal increase, it was **RESOLVED** to proceed.

v. **A Memorial bench**

Members considered a request for a 3-seat memorial bench, together with the requested location in the cemetery.

PROPOSED by Cllr C Frost and SECONDED by Cllr N Bruen

It was **RESOLVED** that the bench and location be APPROVED.

vi. **Play Area maintenance**

Correspondence regarding a trip hazard in the Play Area was noted.

A quotation of £200 was presented.

PROPOSED by Cllr C Frost and SECONDED by Cllr D Everly

It was **RESOLVED** to gain a comparable quotation and to proceed with the best value.

vii. **Cemetery software renewal**

Further to presenting an invoice for £480 for cemetery software renewal, it was noted that there are currently not sufficient staff to input the individual records to enable this to be computerised and further noted that the current manual system is adequate.

PROPOSED by Cllr C Frost and SECONDED by Cllr M Fox

It was **RESOLVED** to not renew the cemetery software at this time.

A member of public noted that the cemetery records could be scanned.

viii. **Councillor training**

It was noted that Cllr S Parkes is keen to undertake Councillor training on 6th May at a cost of £50

PROPOSED by Cllr C Frost and SECONDED by Cllr M Mulholland

It was **RESOLVED** that this be APPROVED.

ix. **A letter of support for Kirby Muxloe Bowls Club**

PROPOSED by Cllr C Frost and SECONDED by Cllr N Bruen

It was **RESOLVED** to provide a letter of support for Kirby Muxloe Bowls Club

COU/146/25-26

To receive an update and consider:

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

i. **Kirby Meadows**

Consideration was once again given to the boundary insisted upon by the Developer. It was noted that this is not a legal matter, but a matter of agreement.

PROPOSED by Cllr J E John and SECONDED by Cllr N Bruen

It was **RESOLVED** that the wildlife/screening hedge be accepted, enabling the land transfer to progress.

ii. **The Byways**

PROPOSED by Cllr C Frost and SECONDED by Cllr N Bruen

It was **RESOLVED** that the opportunity to purchase The Byways be given to the current tenant.

Positive Input Ventilation (PIV) was also noted and further advice is to be obtained from the Letting Agent.

iii. **Castle Farm**

Members noted that the current state of planning applications needs to be confirmed to enable formal representation

Concern was also raised over the camouflage nets in place, particularly in nesting season.

iv. **Portland Road footpath**

PROPOSED by Cllr C Frost and SCEONDED by Cllr M Fox

It was **RESOLVED** that the completed evidence forms be forwarded to LCC in support of a Modification Order being made.

v. **Traffic issues on Main Street**

It was noted that County Cllr K Crook has formally raised the traffic/parking issues on Main Street.

St Bartholomew's PCC also gave consideration to the issue, but due to lack of space in their car park, together with other issues, were unable to assist.

vi. **Lighting columns on Gullet Lane and Portland Road**

A quotation of £1482.36 for the installation and removal of column 1 on Portland Road was presented.

PROPOSED by Cllr C Frost and SCEONDED by Cllr W Wernick

It was **RESOLVED** that the quotation be APPROVED

A quotation of £571.36 for the realignment of column 12 on Gullet Lane was presented.

PROPOSED by Cllr C Frost and SCEONDED by Cllr J E John

It was **RESOLVED** that the quotation be APPROVED

vii. **Millenium Way path**

A quotation of £57,600 to extend the footpath from the existing tarmac path to Court Close was received.

It was AGREED that further quotations be obtained.

viii. **New website**

It was noted that the domain name was submitted for approval some time ago, but to date, confirmation has not yet been received to confirm this has been registered.

COU/147/25-26

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)

Submitting a request to the former External Auditor/SAAA was noted.

COU/148/25-26

To confirm the date and time of next meeting

The next meeting will be held on Thursday 12th March 2026 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 M Fox

Due to Council needing to consider sensitive, confidential and/or legal matters to ensure individuals and organisations are protected, it was **RESOLVED** to move into closed session.

COU/149/25-26

To receive an update on requests concerning Audit of Accounts, Freedom of Information and Data Protection and to discuss and consider associated matters

PROPOSED by Cllr W Wernick and SECONDED by Cllr N Bruen

It was **RESOLVED** that the draft statement regarding the Public Interest Report be **APPROVED**.

COU/150/25-26

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

It was noted that a Clerk of a Parish Council within Leicestershire is interested in providing temporary part time assistance. It was **AGREED** that an informal meeting be arranged.

There being no further business, the Chairman declared the meeting closed at 9.25 p.m.

Chairman's Signature _____



Date _____

12/3/2026

Chairman's Initials RJF

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