

KIRBY MUXLOE PARISH COUNCIL

MINUTES of the EXTRAORDINARY MEETING of the PARISH COUNCIL

Held at 7.00 pm on
Thursday 23rd January 2025
At Kirby Muxloe Parish Council, Station Road, Kirby Muxloe

MEMBERS PRESENT:

Councillors:	B Atkinson	N Bruen	M Fox
	C Frost	J E John	M Mulholland
	W Wernick		

In Attendance: Parish Clerk
Clerical Assistant

Members of Public – None

COU/121/24-25

To receive apologies for absence

Apologies were received from Cllrs D Everley, F Quilliam and M Wylly.
Cllr A Bruen was absent.

COU/122/24-25

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

Disclosures of interest regarding Kirby Meadows were received from Cllrs C Frost, J E John and W Wernick. Dispensations were given.

COU/123/24-25

To confirm the minutes of the meeting held on 16th January 2025

PROPOSED by Cllr M Fox and SECONDED by Cllr N Bruen.

It was **RESOLVED** that the minutes of the meeting held on 16th January 2025 are a true and accurate record.

COU/124/24-25

Public Participation

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

There were no members of the public present.

COU/125/24-25

Clerks Report:

i.

To verify all payments made since the previous meeting

Payments made since the previous meeting were verified.

Chairman's Initials C. J. F.

- ii. **To verify and authorise the Payments Schedule**
The clerk advised that there were no payments requiring authorisation
- iii. **To verify Bank Reconciliations**
A Bank Reconciliation as at 28th November 2024 was presented, which was verified by members.
- iv. **To verify Income and Expenditure to date**
Members verified the Income and Expenditure report, which as at 28th November 2024 reflected 93% income received and 58% expenditure.

COU/126/24-25

To receive the Leisure, Parks and Cemetery Committee's recommended budget and to discuss and consider the budget proposal for 2025/26

Members considered the Leisure, Parks and Cemetery Committee's recommended budget for 2025/26.

PROPOSED by Chris Frost and SECONDED by Cllr W Wernick

After some consideration, it was **RESOLVED** that apart from reducing the proposed Allotment Repairs and Maintenance from £300 to £100, the Leisure, Parks and Cemetery Committee's recommended budget for 2025/26 be **APPROVED**.

A spreadsheet detailing Council's proposed budget for 2025/26 was considered by members, where Reserves of £230k for overdue audits were noted.

Due to becoming aware that a new Cemetery path will be required in the foreseeable future, it was **AGREED** that £5000 be taken from the proposed Contingency Fund and placed under Cemetery Repairs and Maintenance.

PROPOSED by Cllr C Frost and SECONDED by Cllr M Fox

It was **RESOLVED** that the budget for 2025/26 be **APPROVED**, resulting in a net Precept of £231,276 (£112.34 for a Band D property)

The Clerk was thanked for administering the 2025/26 budget.

COU/127/24-25

To provide an update on Kirby Meadows:

The legal advice received was noted by members. Clarification on additional matters is to be sought.

COU/128/24-25

To receive Leisure, Parks and Cemetery Committee's recommendation to purchase wildflower seeds for the wildlife verge

A recommendation to purchase wildflower seeds for the wildlife verge was received.

Chairman's Initials P. J. F.

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PROPOSED by Cllr B Atkinson C and SECONDED by Cllr W Wernick

It was **RESOLVED** to proceed with Company A at a cost of £86.

COU/129/24-25

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)

The Chairman confirmed that the three small parcels of charity land have now been sold to Kirby Muxloe Primary School for £5950 and further noted that the Clerk has been commended by LRALC for her attention to detail with the new Financial Regulations.

A member reiterated an overgrown hedge and a property in disrepair on Ellis Drive.

A member also mentioned resurfacing a section of Millenium Path, due to an area being washed away as a result of the latest flooding, which then turned to concern regarding the brook.

It was requested that The Keep and Kirby Meadows be considered at the next meeting.

Professional opinion is to be gained on future refurbishment of the tennis courts.

COU/130/24-25

To confirm the date and time of next meeting

The next meeting will be held on Thursday 13th February 2025 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

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

COU/131/24-25

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

It was noted that a review of the filing system is to be undertaken by three members on 27th January 2025.

Chairman's Initials C.T.F.

Members re-considered the External Auditors request for providing clarification within the requested information submitted, as oppose to Council (and ultimately the council tax payers) being charged £355 per hour for the additional time this would take the External Auditors.

PROPOSED by Cllr C Frost and SECONDED by Cllr M Fox

It was **RESOLVED** that three Councillors and the Clerk meet to commence this task.

The Clerk emphasised that this will result in Kirby Meadows not being prioritised, as originally planned.

COU/132/24-25

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

PROPOSED by Cllr C Frost and SECONDED by Cllr M Mulholland

It was **RESOLVED** that the Clerk's request to undertake Report Writing training at a cost of £40 be **APPROVED**.

There being no further business, the Chairman declared the meeting closed at 8:40 p.m.

Chairman's Signature



Date

13/2/2025

Chairman's Initials

CJF