

KIRBY MUXLOE PARISH COUNCIL

MINUTES of the MEETING of the PARISH COUNCIL

Held at 7.00 pm on

Tuesday 28th June 2022

At Kirby Muxloe Parish Council, Station Road, Kirby Muxloe

MEMBERS PRESENT:

Councillors:	B Atkinson	N Beck	M Fox
	J Johns	M Mulholland	S Michaels
	F Quilliam	J Stafford	

In Attendance: Parish Clerk
Members of Public - Five

- COU/020/22-23** **Chairman's Welcome**
The Chairman (Vice) welcomed all to the meeting
- COU/021/22-23** **To receive apologies for absence**
Apologies for absence were received from Cllrs. R Ford, C Frost and W Wernick
- COU/022/22-23** **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
- COU/023/22-23** **To confirm the minutes/closed minutes of the meeting held on 14th April 2022 and the minutes of the Annual meeting held on 26th May 2022 are a true and accurate record.**
PROPOSED by Cllr N Beck and SECONDED by Cllr J Johns

It was **RESOLVED** that the minutes of the meeting held on 14th April 2022 are a true and accurate record.

The Clerk noted that due to ongoing matters (previously advised), the closed minutes of the meeting held on 14th April 2022 and the minutes of the Annual meeting held on 26th May 2022 are not available.
- COU/024/22-23** **To receive a Report from Leicestershire County Council**
There was no Report.
- COU/025/22-23** **To receive a Report from Blaby District Council**
There was no Report. (Apologies were received from District Councillor C. Frost.)

Chairman's Initials _____

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COU/026/22-23 **To receive a Newsletter from Leicestershire Police**
A Newsletter was received.

COU/027/22-23 **Public Participation**
(15 minutes are set aside for members of the public to raise issues and ask questions)

Due to a member of the public feeling that ‘the village was such a mess’, the Clerk noted that she’d asked the member concerned to come along to the meeting to raise their issues. It was noted that this opportunity was declined due to feeling this wouldn’t make a ‘scrap of difference’, but nevertheless the Clerk felt the concerns should be noted.

COU/028/22-23 **To note the intention to co-opt and to vote on nominations**
Applications for co-option were previously circulated to members and presentations by the applicants were provided.

PROPOSED by Cllr N Beck and SECONDED by Cllr M Mulholland

It was **RESOLVED** that both applicants be co-opted to Kirby Muxloe Parish Council

COU/029/22-23 **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 £37,314.35 were verified by members.

ii. **To verify and authorise the Payments Schedule**
PROPOSED by Cllr J Stafford and SECONDED by Cllr N Beck

It was **RESOLVED** that the Payments Schedule detailing net payments of £776.50 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 (£291,112.04) as at 28th May 2022 was presented and verified.

iv. **To verify Income and Expenditure to date**
The Income and Expenditure Report to date was not presented.

COU/030/22-23 **To provide an update on**
i. **Kirby Meadows Development**

It was noted that the Developer has taken down the fence and planted a hedge.

A member questioned whether the Bio-Diversity survey has been undertaken.

- ii. **The Byways, 11 Court Close, Kirby Muxloe**
Members were advised that the drum in the washing machine has collapsed and it was more cost effective to fit a new washing machine (£375) than to replace this.

PROPOSED by Cllr J Stafford and SECONDED by Cllr J Johns

It was **RESOLVED** that a new washing machine be fitted.

Members were also advised that the tenant has questioned whether an outdoor tap could be fitted at her expense.

PROPOSED by Cllr J Stafford and SECONDED by Cllr J Johns

It was **RESOLVED** that Council will install an outdoor tap (with a key, if cost effective)

- iii. **The Local Plan**
There was no further update provided
 - i. **Barry Drive ‘Rat Run’**
There was no further update provided

COU/031/22-23

To appoint a Representative to Kirby Muxloe Village Hall
Nominations were called for a Representative.

PROPOSED by Cllr N Beck and SECONDED by Cllr J Stafford

It was **RESOLVED** that A Bruen be appointed Representative to Kirby Muxloe Village Hall

COU/032/22-23

To receive a report from Representatives to Outside Bodies:

- i. **Kirby Muxloe Library and Community Hub**
It was reported that an annual payment (£1430) for ten car parking spaces continues to be an obstacle for KML&CH, who feel that other users should make a contribution.

It was noted that the library can be used as a safe warm environment for those concerned by the proposed rise in energy prices

- ii. **Progress with Lubbesthorpe**
Cllr N Beck provided an update on the last meeting held on 22nd June and noted that the Group is now known as Lubbesthorpe Impact group

It was further noted that the Health Centre may be relocated due to lease issues.

COU/033/22-23

To note the Annual Internal Audit Report 2021/22

The Annual Internal Audit Report 2021/22 was noted

COU/034/22-23

To approve the Annual Governance Statement

(Section 1 of the Annual Governance and Accountability Return 2021/22)

Members discussed the issues raised by the External Auditor when considering responses to the governance assertions 2021/22 AGAR.

PROPOSED by Cllr J Stafford 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/035/22-23

To approve Accounting Statements

(Section 2 of the Annual Governance and Accountability Return 2021/22)

Members considered the Accounting Statements

PROPOSED by Cllr J Stafford and SECONDED by Cllr F Quilliam

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

COU/036/22-23

To discuss and consider

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

i. **A diseased tree** (Recreation Ground Charity land)

The Clerk noted that the Tree Survey Report provided is dated 2019

PROPOSED by Cllr F Quilliam and SECONDED by Cllr M Mulholland

It was **RESOLVED** that the Primary School provide an up-to-date Tree Survey Report in the first instance.

ii. **Establishing a working party for the Conservation Area**

PROPOSED by Cllr N Beck and SECONDED by Cllr M Fox

It was **RESOLVED** that a working party, to include members from outside bodies, be formed. Terms of Reference are to be drafted for the next meeting.

iii. Management of Glenfield Lane Wildlife Verge and promotion on Council's website

The management recommendation for Glenfield Lane Wildlife Verge was AGREED.

Members were advised that an annual maintenance charge of £50 was required to promote the Wildlife verge on the Councils' website

PROPOSED by Cllr N Beck and SECONDED by Cllr B Atkinson

It was **RESOLVED** that the annual maintenance charge of £50 be paid.

iv. Website management

PROPOSED by Cllr M Fox and SECONDED by Cllr J Stafford

It was **RESOLVED** that website management be undertaken at a cost of £55 per hour, with a minimum charge of 30 minutes.

A new website may be considered going forward.

v. Parking issues on Main Street

Residents' parking issues on Main Street were noted and it was AGREED that Everards Brewery be contacted, with a view to arranging a meeting.

COU/037/22-23

To consider gaining quotation/s for

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

i. A plaque commemorating the gift of the recreation ground
(Recreation Ground Charity land)

It was AGREED this item be considered by the Leisure, Parks and Cemetery Committee.

ii. Line marking a Pickleball court

Members were advised that the Contractor has since confirmed that he will no longer be quoting for this task. Members AGREED the person arranging the Pickleball sessions should be contacted for alternative options.

iii. Restoring the two Village signs

It was AGREED this item be considered by the Leisure, Parks and Cemetery Committee.

COU/038/22-23

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)

There was no other business noted

COU/039/22-23

To confirm the date and time of next meeting

The next meeting will be held on Thursday 28th July 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 M Mulholland

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

COU/040/22-23

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

The FOIA Request Log was noted and an update was provided on the situation regarding the two residents

COU/041/22-23

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

Members were advised that the new Clerical Assistant commenced work on 15th June 2022

The Clerk's requested annual leave from 15th – 26th August

PROPOSED by Cllr M Fox and SECONDED by Cllr M Mulholland

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

There being no further business, the Chairman declared the meeting closed at 9:30 p.m.

Chairman's Signature _____

Date _____

Chairman's Initials _____