

KIRBY MUXLOE PARISH COUNCIL

MINUTES of the MEETING of the PARISH COUNCIL

Held at 7.00 pm on

Thursday 22nd February 2024

At Kirby Muxloe Parish Council, Station Road, Kirby Muxloe

MEMBERS PRESENT:

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

In Attendance: Parish Clerk
 District Councillor/Tree Warden
 Members of Public – Three

COU/154/23-24 Chairman's Welcome
The Chairman welcomed all to the meeting and thanked Cadent, Blaby District Council, County Councillor N Chapman, the Red Cross, the Salvation Army and all those who had helped with the recent situation.

A resignation from Cllr J. Marshall was noted, which members were reminded should be addressed to the Chairman.

COU/155/23-24 To receive apologies for absence
Apologies for absence were received from Cllrs M Fox and F Quilliam. Cllr A Bruen was absent.

COU/156/23-24 To receive disclosures of interest to any matter pertaining to the agenda and to receive and consider dispensations
There were no disclosures of interest.

COU/157/23-24 To confirm the minutes of the meeting held on 18th January 2024
PROPOSED by Cllr J E John and SECONDED by Cllr M Mulholland

It was **RESOLVED** that the minutes of the meeting held on 18th January 2024 are a true and accurate record.

COU/158/23-24 To receive a Report from Leicestershire County Council
(15 minutes are set aside)
There was no Report

Chairman's Initials C. J. F.

Minuted page 23/24 - Page 58

- COU/159/23-24** **To receive a Report from Blaby District Council**
(15 minutes are set aside)
There was no Report
- COU/160/23-24** **To receive a Newsletter from Leicestershire Police**
The Newsletter was noted and a member raised concern for those using the pedestrian crossing on Station Road.
- COU/161/23-24** **Public Participation**
(15 minutes are set aside for members of the public to raise issues and ask questions)
A member of the public raised concern about the verges at The Keep and was advised that Council have previously met with LCC, East Midlands Homes and Everards regarding this matter, which is ongoing.
- Concern over water flooding out of the Golf Club drive way was also raised.
- A resident expressed concern regarding the proposed Conservation Area, referencing the January article published in Your Local. Further to receiving an overview of the situation, it was requested that a further article be compiled by the Parish Council and published in the next edition of Your Local.
- COU/162/23-24** **To consider applications for appointment to Kirby Muxloe Parish Council and to fill vacancies by co-option**
Further to considering the application for appointment, a presentation was provided by a candidate wishing to be co-opted to the Parish Council.
- Members considered the merits of the candidate.
- PROPOSED by Cllr C Frost and SECONDED by Cllr M Mulholland
- It was **RESOLVED** that N Bruen be co-opted to Kirby Muxloe Parish Council. Prior to joining the meeting, the Declaration of Acceptance of Office was received.
- COU/163/23-24** **To receive and consider a report from:**
(15 minutes are set aside for all reports)
- i. **The Tree Wardens**
While there was no Report, a tree management plan was questioned.
- Concern was expressed about the canes on the recently planted trees not having toppers on and it was requested that this be brought to the Tree Wardens attention again.

ii. **Kirby Meadows Working Party**

It was noted that a further attempt to contact Leicestershire and Rutland Wildlife Trust regarding a Management Plan has been made, who has since advised that a Landscape Planner may be required.

Furthermore, it was noted that BDC have advised that the developer is liaising directly with the Ecology Team at LCC to ensure the Wildlife Open Space area has been maintained in line with the scheme and once confirmed, BDC will be in a position to issue a Certificate of Completion. *
Members AGREED that correspondence regarding this matter be requested, to enable this to be passed to County Councillor N Chapman to pursue. *A SOLICITOR IS TO BE APPOINTED IN MAY 2024, SHOULD THIS NOT HAVE BEEN ACHIEVED
Reference to the bollard was noted, as was the boundary fence by the railway crossing being placed in the correct location. BEEN ACHIEVED

iii. **The Events Working Party**

An update on D Day 80 was provided and toilet facilities were questioned

COU/164/23-24 To receive and consider a report from Representatives to Outside Bodies:

(15 minutes are set aside for all reports)

i. **Conservation Area**

Correspondence from a Consultee was circulated.

ii. **Kirby Muxloe Library and Community Hub**

A brief Report was provided and further questioned what would happen to KML&CH, should it be unsuccessful.

iii. **Kirby Muxloe Village Hall**

There was no Report

iv. **Lubbesthorpe Impact Group**

It was noted that a meeting is scheduled for next week, but noted that the Medical Centre now equates to a Dr's Surgery.

COU/165/23-24 To receive any updates and consider:

i. **Carbon footprint pilot**

To help reduce waste in the community, it was AGREED that a 'Give or Take' Event be arranged

ii. **Land to the north of Hinckley Road**

The Clerk apologised for stating 'north' rather than 'south'

It was AGREED that an informal meeting be arranged with the developer of land to the south of Hinckley Road, where it is highlighted that there is strong request from residents requiring bungalows.

- iii. **The Byways, 11 Court Close, Kirby Muxloe**
Works involving a bathroom tap and bath panel and a living room window and door frame were raised.

It was AGREED that the required maintenance works be undertaken.

- iv. **The Local Plan**
It was noted that the Local Plan is due this year.

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

COU/166/23-24 To Clerks Report

- i. **To verify all payments made since the previous meeting**
It was noted that net payments of £14,904.39 and income of £1231.00 had been made/received since the previous meeting, which members verified.
- ii. **To verify and authorise the Payments Schedule**
Net payments of £2532.70 were presented.

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

It was **RESOLVED** that the payments be authorised.

- iii. **To verify Bank Reconciliations**
Bank Reconciliations up to the end of January were presented, which were verified by members.
- iv. **To verify Income and Expenditure to date**
Further to reviewing the net position, expenditure of circa 77% and income of 98% was noted.

COU/167/23-24 To discuss and consider
(Permission to be gained from Kirby Muxloe Recreation Ground Charity where required)

- i. **A Memorial application**
The Cemetery Rules and Regulations were presented, where attention was drawn to section 16. A definition of 'monolith' was also provided.

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

Abstained - 1

Chairman's Initials RTF

Minuted page 23/24 - Page 61

It was **RESOLVED** that in accordance with the Cemetery Rules and Regulations, the Memorial application be refused.

ii. **A request from the Conservation Group**

Members were advised that the Conservation Group wish to make a further request to Council to fund the cost of a meeting room and leaflets, due to the previous meeting having to be cancelled.

iii. **Installation of two wildlife verge signs**

It was suggested that the wildlife verge signs be set in concrete at a cost of £25.

PROPOSED by Cllr C Frost and SECONDED by Cllr B Atkinson

It was **RESOLVED** that this be undertaken

iv. **Online bank accounts**

Details of the best online Bank Accounts for Parish Councils were presented to members, who were advised that Council are currently paying HSBC an account fee of £8 and £1.50 for paying in cheques at a branch.

After some discussion, it was **AGREED** to remain with HSBC at this time.

v. **Energy contracts**

The current standing charge and unit rate per day for electricity at the Sports Pavilion on Station Road and the office were noted.

PROPOSED by Cllr C Frost and SECONDED by Cllr M Mulholland

Further to discussion, it was **RESOLVED** to proceed with a 2 Year Fixed Business Plan with a standing charge of 30 pence per day and a unit rate of 28.7 pence (day) and 20.8 pence (night) per kWh

vi. **Telephone services**

Two quotations to upgrade the telephone system were presented.

It was **AGREED** that these be considered at a later date.

vii. **A tree planting event**

Members were advised that the three fruit trees have arrived and need to be planted ideally by the end of March. It was **AGREED** to liaise with the Primary School and for a mutually convenient date be arranged for the Tree Planting event.

viii. **The Tree Warden Policy and Risk Assessment**

A draft Risk Assessment was presented.

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

It was **RESOLVED** that the Tree Warden Risk Assessment be **APPROVED** and further highlighted that as Council cannot foresee the risks involved with the works the Tree Wardens undertake, that any additional risks be identified in the final section.

ix. **Ongoing flooding on Hinckley Road**

It was noted that carriageway repairs are to commence on 6th March (for 2-3 nights)

x. **A lottery funded holiday camp**

An opportunity to gain Lottery funding for a summer camp was raised.

It was **AGREED** that further details be sought.

COU/168/23-24 To receive and consider the Leisure, Parks and Cemetery Committee's recommendation:

i. **To install an outdoor tap at the tennis courts**

A quotation of £1835.00 was presented.

PROPOSED by Cllr J E John and SECONDED by Cllr W Wernick

It was **RESOLVED** to proceed with the quotation to enable annual maintenance to be undertaken.

ii. **For cemetery management software**

A proposal was presented, which reflected an annual subscription fee of £480 and a one-off onboarding fee of £299.

PROPOSED by Cllr C Frost and SECONDED by Cllr N Bruen

It was **RESOLVED** to proceed with the Cemetery management software.

COU/169/23-24 To receive and consider a request from the Events Working Party to expend the approved budget for the D-Day event

The Events Working Party requested permission to expend £1900 for the D Day event.

PROPOSED by Cllr C Frost and SECONDED by Cllr W Wernick

It was **RESOLVED** that permission to expend £1900 be **APPROVED**.

COU/170/23-24

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 Clerk highlighted that reasons for apologies should be noted

An additional charge for digging a triple depth grave was raised.

COU/171/23-24

To confirm the date and time of next meeting

The next meeting will be held on Thursday 28th March 2024 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 J E John and SECONDED by Cllr M Mulholland

Further to the Chairman reading the above paragraph aloud, it was **RESOLVED** to move into closed session

COU/172/23-24

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

It was noted that a third of the requested information to address objections (made each year) over several years has been provided to the external Auditor.

COU/173/23-24

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

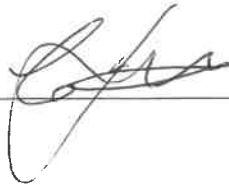
The Clerk noted that a member of staff has expressed an interest in undertaking Cemetery training at a cost of £40, when available.

PROPOSED by Cllr M Mulholland and SECONDED by Cllr C Frost

It was **RESOLVED** that Cemetery training be APPROVED

There being no further business, the Chairman declared the meeting closed at 9:55 p.m.

Chairman's Signature



Date

28/3/24

Chairman's Initials

C.J.F.

Minuted page 23/24 - Page 64