

KIRBY MUXLOE PARISH COUNCIL

MINUTES of the MEETING of the PARISH COUNCIL

Held at 7.00 pm on

Thursday 9th November 2023

At Kirby Muxloe Parish Council, Station Road, Kirby Muxloe

MEMBERS PRESENT:

Councillors: B Atkinson	M Fox	C Frost
J Marshall	M Mulholland	F Quilliam

In Attendance: Parish Clerk
County Councillor N Chapman
District Councillor T Deakin
Members of Public – One

COU/099/23-24

Chairman's Welcome

The Chairman welcomed all to the meeting.

COU/100/23-24

To receive apologies for absence

Apologies for absence were received from Cllrs A Bruen, J E John, M Riley and W Wernick. Cllr A Sheasby was absent.

It was AGREED that agenda item 5 be brought forward.

COU/101/23-24

To receive a Report from Leicestershire County Council

(15 minutes are set aside)

County Cllr N Chapman reported that a cabinet member is focusing on the flooding issue, raised by Cllr M Fox, which it was noted has been ongoing for ten plus years.

Members were advised that Highways remain unhappy with the planning application on Main Street.

Positive news in relation to the Highways Fund will be advised shortly and staff members were politely asked to ensure that they use the parish email when making contact.

A member questioned whether a bridge could be installed where Blood Hill crosses the stream and reiterated there was no provision for pedestrian access. It was recommended that photos and video footage be forwarded.

It was also reported that lighting on Glenfield Lane was out. The County

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Cllr advised that this isn't adopted by LCC and therefore they won't address this, but it was suggested to report this issue to the Police.

The damage caused by LCC vehicles at Glenfield Lane wildlife verge was also raised, which the Clerk noted had already been reported to the appropriate team.

A member also noted that one of the drains reported had been 'supposedly' resolved at least five times, but still remains an ongoing problem.

A further member raised an issue about landfill site in a field, which she was advised to report to her District Cllr.

District Cllr T Deakin joins the meeting

It was AGREED that agenda item 6 be brought forward

COU/102/23-24

To receive a Report from Blaby District Council
(15 minutes are set aside)

District Cllr T Deakin noted that BDC had not met in October and November's meeting had been cancelled, but advised that a Cllr has resigned due to medical reasons.

An event with the Youth Council and Sixth Form College to explain how to work with their Parish Council is to take place in February. Details are to be emailed to all Councillors

Hinckley Rail Freight Consultation was reported as being open, but that BDC's view remains the same.

District Cllr R Stead is to lay the poppy wreath on behalf of BDC

The District Cllr was asked whether the Main Street development meets building regulations. The traffic implications were also raised. Cllr T Deakin is to make further enquiries.

It was noted that a house opposite Warren Lane has tried to build an additional property in their garden. It was noted that BDC don't allow tandem developments.

It was AGREED that agenda item 9.i be brought forward

COU/103/23-24

To receive and consider a report from the Tree Wardens

The Tree Warden noted that the saplings had arrived in time for a tree

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planting event on 25th and 26th November (11 a.m. – 1 p.m.)

A member questioned whether there would be protection for the saplings and it was confirmed that there would be.

It was questioned whether the Tree Wardens would be willing to assist with the planting of three fruit trees, to which the Tree Warden present confirmed that he was happy to be involved.

The Clerk enquired further about hedging mentioned previously, for the Cemetery. The Tree Warden is to advise the details.

Obtaining a Tree Preservation Order (TPO) was questioned by the Tree Warden, who was advised that any tree in the Conservation Area is covered by LCC and any outside of this, is BDC.

COU/104/23-24 To receive disclosures of interest to any matter pertaining to the agenda and to receive and consider dispensations
Cllrs C Frost disclosed interests in Kirby Meadows. A dispensation was granted.

COU/105/23-24 To confirm the minutes of the meeting held on 5th October 2023
A member questioned why there was no mention of the issue they'd highlighted, which the Clerk had failed to place on the agenda on three occasions.

The Clerk once again apologised for not having included this on two occasions, but reiterated that this matter had been reported to LCC Highways when first raised. The Clerk noted that she had been on annual leave when the photographs were received (third occasion), but nevertheless staff had ensured these were included.

Upon requiring reference be made to this matter, the Clerk suggested that she verified her notes of the meeting. It was reiterated that reference be made.

PROPOSED by Cllr C Frost and SECONDED by Cllr M Fox

Further to reference being made, it was **RESOLVED** that the minutes of the meeting held on 5th October are a true and accurate record.

COU/106/23-24 To receive a Report from Leicestershire County Council
(15 minutes are set aside)
This matter was addressed at COU/101/23-24

COU/107/23-24 To receive a Report from Blaby District Council
(15 minutes are set aside)

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This matter was addressed at COU/102/23-24

COU/108/23-24

To receive a Newsletter from Leicestershire Police

It was noted that the last Newsletter received is dated October.

It was requested that the Police be contacted and invited to attend a future meeting and at least one per year. It was also felt that the information included in the Newsletter is not current and for this feedback to be relayed.

COU/109/23-24

Public Participation

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

There were no issues raised.

COU/110/23-24

To receive and consider a report from:

i. **The Tree Wardens**

This matter was addressed at COU/103/23-24

ii. **Kirby Meadows Working Party**

Members were advised that they are to meet Leicestershire and Rutland Wildlife Trust on site

iii. **The Events Working Party**

The Clerk noted an issue with the tree lights.

COU/111/23-24

To receive and consider a report from Representatives to Outside Bodies

i. **Conservation Area**

Members were advised that a meeting took place yesterday evening, where residents noted they were not aware of the proposed Conservation Area.

It was noted that leaflets are to be distributed to Gullet Lane and Links Road, once a further meeting has been arranged, which is to be publicised on Facebook. It was further added that additional funding for a meeting room will also be required.

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

Cllr Fox noted that he was unable to attend this meeting, but noted that in terms of the Recreation Ground being used for future events, a management structure needs implementing.

iii. **Kirby Muxloe Village Hall**

There was no report, due to apologies being received.

iv. **Lubbesthorpe Impact Group**

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It was noted that this group are meeting next Wednesday.

COU/112/23-24

To receive any update and consider:

i. **Carbon footprint pilot**

Members were updated on the Carbon footprint pilot, whereby a Working Party to take this forward was suggested.

After some discussion, members suggested a Clothing/Repair Shop and reduction in printing as being the two actions to focus on.

District Cllr T Deakin noted that he could assist with this providing clothes racks, etc and agreed to report back to Council.

A member also suggested that we speak with the Village Hall in terms of solar panels being installed.

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

Further to correspondence from Blaby District Council, it was questioned whether a compulsory purchase order could be used to acquire additional cemetery land.

PROPOSED by Cllr C Frost and SECONDED by Cllr J Marshall

In relation to allotment and cemetery contributions specified in s.106, it was **RESOLVED** that these be made in one payment, but certainly no more than four. However, it was emphasised that the Village Hall and Bowls Club works cannot be undertaken until receipt of payment.

To assist with the carbon footprint, it was noted that all new housing developments should have heat pumps, solar panels, etc and District Cllr T Deakin was requested to raise this matter with BDC.

iii. **The Byways, 11 Court Close, Kirby Muxloe**

Members were advised that the tenant has advised the Letting Agent that the living room window is stuck and no longer opens. This issue is being addressed.

iv. **The Local Plan**

There was no further update.

iv. **Barry Drive 'Rat Run'**

Cllr M Fox is to summarise for members at the next meeting

District Cllr T Deakin leaves the meeting

COU/113/23-24

Clerks Report

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- i. **To verify all payments made since the previous meeting**
Total payments of £25,370.25 and receipts of £2148.34 were verified by members.
- ii. **To verify and authorise the Payments Schedule**
Payments for authorisation reflected a net sum of £193.61

PROPOSED by Cllr C Frost and SECONDED by Cllr M Mulholland

It was **RESOLVED** that the Payment Schedule totalling £193.61 be APPROVED

- iii. **To verify Bank Reconciliations**
September's Bank Reconciliation was verified. It was noted that October's bank statement had only just been received.
- iv. **To verify Income and Expenditure to date**
Members verified the Income and expenditure report, which reflected 45.3% spend to date.

COU/114/23-24

To discuss and consider:

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

- i. **A Grant application**
Members reviewed the grant application and noted that some of the requested information was missing. The Clerk noted that she had made the Committee aware of this prior to the meeting.

PROPOSED BY Cllr M Fox and SECONDED by Cllr C Frost

It was **RESOLVED** that the missing documentation be provided before granting the requested sum.
- ii. **Councillor training**
After some discussion, it was AGREED that all members be encouraged to undertake Councillor and Trustee training within twelve months of becoming a Councillor.
- iii. **The proposed changes to the recycling and household waste site Service**
Further to reviewing the documentation provided by LCC, it was AGREED that Cllr M Fox analyses this and reports back to members at a future meeting. Views are to be submitted by 24th January 2024.

- iv. **Renting the remaining half of the allotment plot (where the composting bins have been relocated)**
The Clerk noted that the next resident on the waiting list is interested.

This matter is to be considered further.

- v. **Hedging around the boundary of the Play Area**
The Clerk explained that the Contractor has since been advised that all Elaeagnus bears fruit and in view of Councils concerns, has suggested a privet hedge.

PROPOSED by Cllr M Fox and SECONDED by Cllr M Mulholland

It was **RESOLVED** that privet hedge be planted as soon as possible.

- vi. **The Tree Warden Policy and Risk Assessment**
The Clerk noted that that two Tree Wardens had responded to the draft Risk Assessment, advising that they felt it impractical to report to the office each time.

Cllr J Marshall suggested that she addresses this matter and reports back, which was **AGREED** by members.

- vii. **Trees to mark the Coronation of King Charles III**
It was noted that details of the Community Orchard Scheme are awaited.

The Clerk noted that this item had been ongoing for some time.

PROPOSED by Cllr B Atkinson and SECONDED by Cllr C Frost

It was **RESOLVED** that an apple, pear and plum tree be considered.

- viii. **The unused concrete planters**
Members were advised that the unused concrete planters have been posted on Facebook, but there has been no interest.

It was **AGREED** that these be given free of charge to a good home

COU/115/23-24 To consider quotations for:

- i. **Producing leaflets for properties within the proposed Conservation Area**

A request for 200 leaflets (£30) was presented to members, together with reiterating that room hire for a further meeting would also be required.

PROPOSED by Cllr M Fox and SECONDED by Cllr F Quilliam

It was **RESOLVED** to APPROVE the leaflet quotation of £30 and also the cost of hiring the Bowls Club for an additional meeting.

ii. **Removing the lower branches overhanging the tennis courts**

A quotation (£80) was presented to members.

PROPOSED by Cllr C Frost and SECONDED by Cllr M Mulholland

It was **RESOLVED** to APPROVE the quotation.

iii. **Supplying hanging baskets and flower containers for Summer 2024**

A quotation (£4389.30) for summer hanging baskets and flower containers (£3676.05) was presented to members

Members noted the positive feedback received regarding these.

PROPOSED by Cllr C Frost and SECONDED by Cllr F Quilliam

It was **RESOLVED** to APPROVE the quotation for hanging baskets and flower containers for Summer 2024 at a cost of £8065.35

iv. **Upgrading the printer**

Two quotations for lease rental over 48 months (reflecting a quarterly cost) were presented.

Company A – £465.95

Company B - £252.45

It was noted that Company A are subject to a one off set off fee of £169, not charged by Company B.

After much discussion, it was **RESOLVED** to proceed with Company A.

v. **A ring doorbell**

A quotation for a battery powered ring doorbell (£99.99) and camera (£59.99) was presented.

It was further advised that should a wired version be preferred, the Electrician's costs would need to be taken into account.

PROPOSED by Cllr C Frost and SECONDED by Cllr F Quilliam

It was **RESOLVED** to APPROVE the quotation for the battery powered ring doorbell and camera at a cost of £159.98

vi. **PAT Testing**

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A quotation for annual PAT testing (£60) was presented.

PROPOSED by Cllr J Marshall and SECONDED by Cllr M Fox

It was **RESOLVED** to APPROVE the quotation of £60

COU/116/23-24

To discuss and consider budget proposals for 2024/25

The Clerk noted that an additional composting bay and fencing at the allotments had been requested.

Members also suggested extending the Rose Garden at the Cemetery, funding activities within the Parish and a Repair Shop. Bridge repairs and a pedestrian bridge at Bloods Hill were also raised.

COU/117/23-24

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 duration of meetings was highlighted and it was questioned whether it would be beneficial for these to start earlier. The Clerk noted that it may be best to consider this before the next meetings calendar is approved.

COU/118/23-24

To confirm the date and time of next meeting

The next meeting will be held on Thursday 7th December 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 F Quilliam

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

COU/119/23-24

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 Council have been given a deadline to respond to objections made (by a resident) from 2016 to 2022.

COU/120/23-24

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

The Clerk submitted a request for payment for additional time worked.

PROPOSED by Cllr C Frost and SECONDED by Cllr M Fox

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It was **RESOLVED** that payment be made.

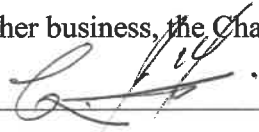
It was also noted that a Local Government pay agreement has been reached, which is to be backdated to April 2023. The pay scales are currently awaited from LRALC.

PROPOSED by Cllr C Frost and SECONDED by Cllr M Fox

It was **RESOLVED** that the pay scales be ACCEPTED.

There being no further business, the Chairman declared the meeting closed at 10 p.m.

Chairman's Signature



Date

7/12/2023

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