

# KIRBY MUXLOE PARISH COUNCIL

## *MINUTES of the MEETING of the PARISH COUNCIL*

Held at 7.00 pm on

**Thursday 10<sup>th</sup> August 2023**

At Kirby Muxloe Parish Council, Station Road, Kirby Muxloe

### **MEMBERS PRESENT:**

Councillors:	B Atkinson	M Fox	C Frost
	J E John	J Marshall	M Mulholland
	F Quilliam	A Sheasby	W Wernick

In Attendance: Parish Clerk

District Councillors T Deakin & R Stead

Members of Public – Four

**COU/063/23-24**

**Chairman's Welcome and to elect a Vice Chairman of the Council**  
The Chairman welcomed all to the meeting.

A nomination for a Vice Chairman was received

PROPOSED by Cllr M Mulholland and SECONDED by Cllr F Quilliam

It was **RESOLVED** that Cllr M Fox be elected Vice Chairman of the Council. A Declaration of Acceptance of Office was received.

**COU/064/23-24**

**To receive apologies for absence**

Apologies for absence were received from Cllr A Bruen.  
Cllr M Riley was absent.

**COU/065/23-24**

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

Cllrs C Frost, J E John and W Wernick disclosed interests in Kirby Meadows. Dispensations were granted.

**COU/066/23-24**

**To confirm the minutes of the meeting held on 13th July 2023**

It was noted that the draft minutes of the meeting held on 13th July 2023 are not available.

**COU/067/23-24**

**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 21

**COU/068/23-24**      **To receive a Report from Blaby District Council**  
(15 minutes are set aside)  
A Report was received.

Members were advised that the refuse situation has been resolved.

Reference to the Rail Freight Interchange was made, which Blaby District Council were reported to be unanimously against. However, the decision is to be made by the Secretary of State.

A member raised concern over Lubbethorpe Medical Centre (located on the first floor) not having two lifts. A further member stated that two lifts were reflected on the original plans. A District Councillor confirmed there was no provision for two lifts.

It was further questioned whether the Medical Centre was on a bus route, to which members were advised was not the case.

Members reiterated that Kirby Lane and Beggars Lane was part of the Lubbethorpe development.

District Councillors were made aware of a Landfill Company depositing waste close to the Castle moat and were requested to raise this with Blaby District Council.

**COU/069/23-24**      **To receive a Newsletter from Leicestershire Police**  
It was noted that there has been no further Newsletter since the previous meeting.

**COU/070/23-24**      **Public Participation**  
(15 minutes are set aside for members of the public to raise issues and ask questions)

Bins relocated within the Play Area and by the School on Barwell Road were raised.

The Clerk noted that the bins in the Play Area had been highlighted on the monthly Play Inspection as a health and safety risk, which had resulted in them being moved from the entry/exit points. However, the Clerk noted that Council had not instructed relocation of the bin by the School on Barwell Road.

The wire fencing at the MUGA was also raised, as was the triangular piece of land on Fox Lane, which it was confirmed was unadopted.

The Chairman AGREED to bring agenda item 9ii forward

COU/071/23-24

**To receive and consider a report from Kirby Meadows Working Party**

A member of the public reiterated the importance of Kirby Meadows and furthermore that Kirby Muxloe Parish Council take charge of it, due to this being poorly managed by the developer. It was also stated that the path should not be tarmacked.

A member of Kirby Meadows Working Party stated that Council must be present when inspection/s take place to ensure all obligations are fulfilled.

**To receive and consider a report from:**

i. **The Tree Wardens**

A Tree Warden advised that they will be involved with planting, planning and survey works and that there are now five Tree Wardens.

As a result of a recent meeting, the Clerk noted that a comprehensive Risk Assessment is required for consideration by Kirby Muxloe Parish Council. A response from the Co-ordinator at Leicestershire County Council is awaited.

It was noted that jointly endorsed and signed Risk Assessments should be assessed by Leicestershire County Council and the Tree Wardens prior to consideration by the Parish Council.

The Clerk also emphasised that insurance was previously agreed on the basis that a risk assessment would be provided for each task.

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

It was **RESOLVED** that N Bashforth, T Deakin and R Stead be confirmed as Tree Wardens for Kirby Muxloe, who have all undertaken the required training and induction. Their responsibilities consist of tree planting, a survey of the important trees within the village and making observations on applications concerning trees.

Contact details of all Tree Wardens were requested by the Clerk.

It was further advised that oak trees to commemorate Charles III were not suitable for the proposed area and the Tree Wardens were asked to make recommendations for a more appropriate species.

ii. **Kirby Meadows Working Party**

This matter was addressed previously

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- iii. **The Events Working Party**  
Members were updated on the Christmas event.

**COU/072/23-24 To receive and consider a report from Representatives to Outside Bodies**

- i. **Conservation Area**  
A Designation and Character statement was presented, which Cllr C Frost advised is to be updated following a recent meeting. Acceptance from the Parish Council is to then be sought.
- ii. **Kirby Muxloe Library and Community Hub**  
Cllr M Fox confirmed that Kirby Muxloe Library and Community Hub had not met.
- iii. **Kirby Muxloe Village Hall**  
Cllr A Bruen was not in attendance at the meeting.
- iv. **Lubbesthorpe Impact Group**  
Lubbesthorpe Impact Group are to meet later this month.

**COU/073/23-24 Clerks Report**

- i. **To verify all payments made since the previous meeting**  
It was noted that the report could not be generated.
- ii. **To verify and authorise the Payments Schedule**  
PROPOSED by Cllr C Frost and SECONDED by Cllr M Fox  
  
It was **RESOLVED** that the Payment Schedule detailing new payments of £1852.66 be **APPROVED**
- iii. **To verify Bank Reconciliations**  
It was noted that the report could not be generated.
- iv. **To verify Income and Expenditure to date**  
It was noted that the report could not be generated.

It was **AGREED** that the Chairman/Vice Chairman review these prior to the next meeting.

**COU/074/23-24 To discuss and consider**

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

- i. **Correspondence received regarding payment of 'Other Area's ground care contract**  
PROPOSED by Cllr C Frost and SECONDED by Cllr M Fox

After much discussion, it was **RESOLVED** to make the outstanding payment for the 'Other Areas' ground care contract.

- ii. **Signage for Glenfield Lane wildlife verge**  
Three design options were received

PROPOSED by Cllr M Mulholland and SECONDED by Cllr J Marshall

It was **RESOLVED** to proceed with option two and to purchase two larger signs.

- iii. **Trees to mark the Coronation of King Charles III**  
This matter was addressed at COU/071/23-24i

- iv. **A quotation to trim the hedge alongside the Bowls Club**  
PROPOSED by Cllr W Wernick and SECONDED by Cllr J Marshall

It was **RESOLVED** to proceed with the quotation at a cost of £95.

- v. **Installation of a dual waste bin on Desford Road**  
Due to dog waste bags being deposited in bushes on Fox Lane, a request for a dog bin was submitted to Blaby District Council.

The Clerk noted that the District Council no longer provide these, but instead can install a dual waste bin at a cost of £280.82.

PROPOSED by Cllr C Frost and SECONDED by Cllr J Marshall

It was **RESOLVED** that a dual waste bin be installed on Desford Road

*Cllr J Marshall leaves the meeting at 8:35 p.m.*

- vi. **Village noticeboards**  
Members were advised that the backing on a village noticeboard, used by residents, has bowed and a request has been received to repair this.

PROPOSED by Cllr C Frost and SECONDED by J E John

It was **RESOLVED** to proceed with this repair, provided the cost doesn't exceed £250

**COU/075/23-24 To provide an update and consider:**

- i. **The tennis courts**  
There was no update

Chairman's Initials C. J.F.

- ii. **The Byways, 11 Court Close, Kirby Muxloe**  
There was no update.
- iii. **The Local Plan**  
There was no update.
- iv. **Barry Drive 'Rat Run'**  
It was AGREED that the Chairman and Vice Chairman review this matter and report back to Council.

**COU/076/23-24**

**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)

A member reiterated that a drain along Hinckley Road has once again flooded.

Recycling bins by the shops on Main Street were suggested.

Lack of footpath/signage on Ratby Lane/Bloods Hill was noted.

Engaging a Planning Consultant in relation to Roundhills was also raised.

**COU/077/23-24**

**To confirm the date and time of next meeting**

It was noted that the meeting scheduled for 7<sup>th</sup> September is cancelled. The next meeting will be held on Thursday 5<sup>th</sup> October 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 Mulholland and SECONDED by Cllr J E John

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

**COU/078/23-24**

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

Members reviewed a recent decision notice.

Correspondence from a resident re Inspection of Accounts Financial Year 2022/23 was noted.

**COU/079/23-24**

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

The Clerk advised that a staff member needs to take leave on 31<sup>st</sup> August and the recently appointed Clerical Assistant will commence on 29<sup>th</sup> August.

There being no further business, the Chairman declared the meeting closed at 9:20 p.m.

Chairman's Signature



Date

5/10/23

Chairman's Initials C. J. P.