

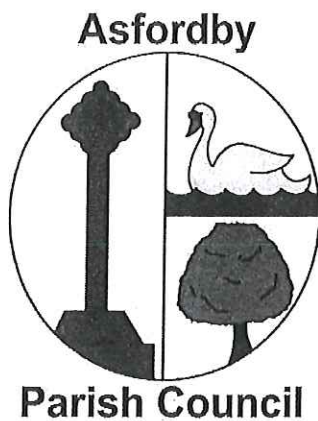
The Parish Office
24 Main Street Asfordby
Melton Mowbray Leicestershire LE14 3SA
Telephone: 01664 812177
Website: www.asfordbyparishcouncil.gov.uk
General: administration@asfordbyparishcouncil.gov.uk
Bookings: facilities@asfordbyparishcouncil.gov.uk

Asfordby Annual Parish Meeting - Tuesday 3rd May 2022 at 7.15 pm

Minutes

1. Apologies for absence
None
2. Declaration of interests
None
3. Annual Parish Report (2021-2022)
Chairman discussed Plans for cemetery/Plans for adult gym
4. Plans and Objectives 2022 – 2023
 - a. To Commission Cemetery Extension Works
 - b. Add Further Rear Cloakroom and Toilets to Hall
 - c. Install Adult Exercise Facility in Jubilee Park
 - d. To Consult on Bringing Remembrance Day Service Back to The Hall
5. Open Forum - 2 members of the public were present.
Question raised in relation to:
Jubilee Park – which specific piece of land does this cover.
Hall pricing – changes to the pricing structure and the date they came into place.
Website – how to access and review information available
Parish banks accts - how much money is held
Clerks role – what pay bracket is being offered
Bridge on station lane – why haven't the lights been moved to go further down the lane (Kirby Bellars end) to stop the bridge continually being damaged.
Double yellow lines outside the village shops – why were these removed.
6. Meeting Close

Ramdeo



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Minutes of Annual Parish Council Meeting Held 3rd May – To follow the Annual Parish Meeting

- 03.03.22.1 Election of Chairman
It was proposed by Cllr Whitehead that Cllr R DeBurle continue to chair the council - Cllr Sheldon 2nd this proposal. Cllr R DeBurle was happy to accept. A vote was held and agreed by all members.
- 03.05.22.2 Chairman to sign the declaration of acceptance of office
Elected chair Cllr R DeBurle signed a declaration of acceptance before members
- 03.05.22.3 Election of Vice Chairman
It was proposed by Cllr R DeBurle that Cllr R Lamb continue to be Vice Chair for the council – Cllr J Whitehead 2nd this proposal. Cllr P Lamb was happy to accept. A vote was held and agreed by all members.
- 03.05.22.4 Apologies for Absence
None
- 03.05.22.5 Declaration of Interests
Cllr R DeBurle advised an interest to all matters handled by MBC
- 03.05.22.6 Chairmans Announcements
See Annual meeting minute
- 03.05.22.7 Minutes of the Council Meeting Held on 21st April
To resolve that the minutes of the above meeting be signed as a correct record of the meeting.
Meeting minutes were reviewed again by all members. A vote was held and all members agreed that the minutes to be a true and accurate record of the meeting held on 21st April
- 03.05.22.8 Public Forum To consider any Parish matters raised by Members of the Public including questions received prior to the meeting.
No members of the public were present & no prior questions have been received

in relation to this agenda.

03.05.22.9 To Adopt

- A NALC Model standing orders as amended and highlighted
- B NALC Model financial regulations as amended and highlighted
- C Code of Conduct as amended by MMBC
- D Equal Opportunities Statement

Each item was discussed and proposed by the Chairman Cllr R DeBurle. Cllr M Sheldon 2nd each proposal.

Cllr K DeBurle counter proposed that these documents be further reviewed & brought to council again for review on employment of staff. Members voted and agreed to approve all documents with a further review on employment of office/staff members.

Members voted and moved to agree with the additional proposal of a document review.

03.05.22.10 To Receive the End of Year Finance Report & update on Special Reserves.

- A End of year 2021 / 22 Financial Report
- B Special Reserve Cemetery Extension
- C Special Reserve Adult External Exercise Provision
- D Special Reserve New Toilet and Cloakroom Extension Hall

AGAR: Council members received the end of year finance report.

All members approved the information contained within the financial report. The AGAR document was completed.

Chairman proposed approval to separate reserves across different bank accounts. Specific attention to setting out general reserves to ensure 80k to be held specifically for the adult gym / 150k for cemetery roadway and improvements (pending confirmation & legal authority to utilize designated cemetery extn / 150k parish hall improvements.

Cllr M Sheldon 2nd and all members voted to agree this action.

03.05.22.11 To Receive Lead Member Updates / Reports

- A Parish Hall

The secure cupboards have been completed within the office.

- B Cemetery & Allotments

To agree & approve the expenditure of £500 for the removal of a broken tree branch from the cemetery on Hoby road.

To agree & approve the expenditure of £580 for additional tree work within the closed churchyard to a tree overhanging a parishioners property.

205

Cllr K DeBurle proposed this works. Cllr M Sheldon 2nd. Members voted and all agreed for work to be approved and commenced at first opportunity.

C Recreation & Risk Management

To receive an Update on Jubilee Celebration planning

Cllr J Whitehead confirmed the current status for Jubilee to include:

Organizing a Poster for advertise the event

Marquee / Bouncy Castle / Bunting / Celebration cups in place

Biscuits and tea/coffee to be served

Bingo and games arranged for the afternoon in the Parish Hall (prizes are being donated)

Any funds raised will be donated to the Ukraine

Chairman proposed to support by providing £50 from the Chairman's allowance to buy any additional prizes for the Bingo.

D Finance, Resources Personnel

D.A To receive a List of Payments

List of all payments & charges made for April 2022 was reviewed totaling £6,512.50

This was approved by all members.

D.B To consider Possible Interview Dates

Date discussed for 11th May pending applicants availability.

Discussion was held in relation to the title for the street cleaning position.

D.C To consider a proposal to sign up for card reader facilities

Considerations: High Banking costs

Transaction Charges:

Labour Intensive:

1. Eg: Barclays flex contract 18 month contract Cost ? £240 pa

2. 3G to buy ? Cost £149.99 plus 1.69% transaction cost

All members voted to approve the instigation of a card reader facility. Additionally that Cllr P Lamb as acting clerk would contact Barclays Bank and look to gain more information regarding their flex contract.

03.05.22.12 Planning Applications Consultations/Appeals

To consider a response to consultations by MBC planning authority

A 20/00470/OUT ---- 22/00007/REF Crompton Road -----Appeal-----

Report ex Colin ex NHP

The decision regarding this planning application has been appealed – there are no

20/5

further representation to be made by Asfordby Parish Council.

B 22/00250/FUL New Cement works Asfordby Business Park.

- 1 Public Meeting:
- 2 Movement of heavy Traffic in/out via village
- 3 Alt designated route

Letter has been written to MBC and applicants in regard to the travel or traffic to and from the proposed business. Agreement has been made that no traffic will travel through Asfordby / Hill & Valley at any time prior to commencement of business opening / after business opens.

03.05.22.13 Letters/E-mails received

A Deeley Homes have approached the Parish Council in regard to their planning application. Due to an amendment within the application rules governing a legal requirement to provide a children play park - they have now removed this from their original application and sought council approval.
Due to the nature of the application Parish Council agreed that they would be happy to support this change of application based on 2 children's parks being within close vicinity.
All members understood the change in application and agreed to support Deeley Homes in this change to their application

B A landowner has approached the Parish Council in relation to his application for homes to be built on land between Asfordby Hill & Asfordby Valley.
Members discussed this request for support in this application and have agreed that a public meeting should be held for residents to ask questions and bring concerns to the applicants attention and review. Council will write to suggest this and propose a date for this meeting of 5/6th July @ Parish Hall.

03.05.22.14 Date of Next Meeting TBA

03.05.22.15 Meeting Closed at 10pm.

Supplementary Documents: NALC Model standing orders as amended and highlighted
NALC Model financial regulations as amended and highlighted
Code of Conduct as amended by MMBC
Equal Opportunities Statement

Office documents only:

Schedule of Payments April 2022

Declaration of Acceptance of Office Form - Chairman

2023

DECLARATION OF ACCEPTANCE OF OFFICE

I Ronnie deBulle having been elected to the office of Chairman of ASFORDBY Parish Council declare that I take that office upon myself, and will duly and faithfully fulfil the duties of it according to the best of my judgement and ability.

Signed: Ronnie deBulle

Date. 3rd May 2022

This declaration was made and signed before me.

Signed: P. C. Lamb Clerk
clerk Under Council Delegation

Data Protection Privacy Notice on page 2.

Please submit completed form to the Monitoring Officer, Melton Borough Council, Parkside, Station Approach, Burton Street, Melton Mowbray, Leics. LE13 1GH Email : democracy@melton.gov.uk

SCHEDULE OF PAYMENTS APRIL 2022

Marshall Marquees	Marquee Hire	Invoice	£118.75	Cheque	230/4310
Summerland's	Hedge Cutting	Invoice	£336.00	Cheque	100/4400
Com.Heartbeat	Defib. Pads	Invoice	£115.20	Cheque	300/4430
Access Controls	Maint. AccessDoor	Invoice	£138.00	Cheque	100/4350
Playscape	Replace Gate P/A	Invoice	£2,034.00	Cheque	300/4410
MK1 IT Solutions	Service Agreement	Invoice	£306.48	Cheque	100/4070
Tree Services	Tree Maint. C/Ch.	Invoice	£2,140.00	Cheque	350/4350
M.B.C.	Rates	Invoice	£72.92	D/debit	400/4500
Waterplus	Water Supply	Invoice	£147.02	D/debit	400/4355
E-on	Elec. Riv. Garden	Invoice	£21.64	D/debit	300/4350
Daisy Comms.	T/phone/Internet		£61.55	D/debit	100/4080
Scottish Power	Electricity		£57.00	D/debit	400/4510
Cleaner	Cleaning Services	Invoice	£45.00	Cheque	100/4351
Salary	Net Pay	Pay slip	XXXXXX	Cheque	100/4000
Salary	Net Pay	Pay slip	XXXXXX	Cheque	100/4000
HMRC	PAYE	Schedule	£178.20	Cheque	100/4005
Bank Charges			£11.40		
Grenke Leasing	P/Copier Contract	Schedule	£153.04	D/debit	100/4075

TOTAL EXPENDITURE FOR APRIL 2022 £,6,669.09

SCHEDULE OF PAYMENTS MADE UNDER DELEGATED POWERS
FOR APPROVAL BY COUNCIL