



The Parish Office  
24 Main Street  
Asfordby  
Melton Mowbray  
LE14 3SA  
Tel: 01664.812177

Website: [www.asfordbyparishcouncil.gov.uk](http://www.asfordbyparishcouncil.gov.uk)  
Email [administration@asfordbyparishcouncil.gov.uk](mailto:administration@asfordbyparishcouncil.gov.uk)

## MINUTES OF THE PARISH COUNCIL MEETING

Thursday 24<sup>th</sup> November 2022, 7pm - Held at Asfordby Parish Office

### PRESENT:

**Members:** Cllrs; R De Burle, M Sheldon, K De Burle, J Whitehead, P Lamb.

**In Attendance:** Administration Manager: Helen Callaghan

**Guests:** Eight members of the public

### 24.11.22/1. To receive apologies for absence.

None

### 24.11.22/2. Disclosure of Interests.

Cllr R De Burle in any matter relating to Melton Borough Council

### 24.11.22/3. To approval and sign the minutes of previous meetings.

Minutes of the Ordinary meeting held on 31.10.2022 were approved by all and signed as an accurate record of the meeting.

### 24.11.22/4. Chairman's report.

The Chairman reported there was a press release in the Melton Times advising members of the public the Outdoor Gym is due to be installed.

The Chairman reported the new Parish Hall door is due to be installed on 13<sup>th</sup> December.

### 24.11.22/5. Public Forum (maximum individual 3 mins) (Standing order rule 3k)

*Rouven de N...*

- a. A written request had been received regarding allocations of £150,000.00 to the cemetery and to the Parish Hall.  
The Chairman responded that the cemetery only had capacity for another 18 to 24 months use.  
The money was allocated to a reserve to provide for necessary works To bring the cemetery extension into use.  
A further reserve had been established to provide for essential staff and visitor cloakroom facilities and for the aspirational provision for a rear cloakroom to the Parish Hall.
- b. A parishioner expressed their opinion on the length of time they have to speak at meetings.
- c. A parishioner speaking on behalf of another parishioner asked why the question regarding replacing the 'Allotment holders only' signs in the allotments which was asked at the last meeting was not on the agenda.  
  
The administration manager said it was minuted that the this would be looked into.
- d. A parishioner asked if the Parish Council were planning anything for the Coronation of the King.  
The Chairman replied that the Parish Council would support the Parish and will be having a meeting in the near future to discuss.
- e. A parishioner asked if we could have the agenda font larger and have longer to speak at meetings.  
The Chairman replied that the font will be increased in size. The meetings are to discuss items on the agenda and any other questions that you would like to be addressed can be sent in writing, which also gives the opportunity for the council to research and answer.
- f. A parishioner said they had asked for the minutes from the meeting on July 7<sup>th</sup> and had not received them.  
The Chairman replied that this was not a Parish council meeting but a public meeting facilitated by the Parish council following a request by a developer to support their planning application. As such no necessity to do a minute.

#### **24.11.22/6. Asfordby Neighbourhood Plan (NHP)**

The Chairman reported that the NHP had completed its consultation process at Melton Borough Council.

There were two substantial objections in the consultation period.

The first made by Jelson Homes and Deeley Homes regarding the areas of separation between the Villages.

The second by Melton Borough Council regarding building on the brown fill site on Asfordby Hill.

The members discussed and agreed to move to approve the appointment of an examiner.

Moved Cllr M Sheldon      Seconded Cllr J Whitehead      Member vote All in favour

#### **24.11.22/7. Cowman Close Maintenance Issue:**

The Chairman recapped on the background regarding a 106 payment to maintain the site.

Due to only two quotations for the work being received, despite contacting seven contractors.

Quote 1. £13,200.00

Quote 2. £11,940.00

The members discussed the two options.

- a. To delaying the work and wait to try and obtain other quotes.
- b. To suspend Standing Orders and secure a contract.

Following discussion option b was preferred, the proposal was put and approved by all members.

Moved Cllr R de Burle                      Seconded Cllr M Sheldon                      Member vote All in favour

Members discussed the two quotes and quote one was preferred due to the qualifications and experience held for the specialised work involved.

Following discussion, the proposal was put and approved by all members.

Moved Cllr M Sheldon                      Seconded Cllr R de Burle                      Member vote All in favour

**24.11.22/8. Adult Outdoor exercise facility (Verbal progress report)**

Cllr J Whitehead updated members that the Gym installation is to commence on Monday 28<sup>th</sup> November.

The condition of the ground would be discussed with the installation team and if necessary, some pieces of equipment may be relocated.

The company installing have done a risk analysis.

**24.11.22/9. Christmas Tree Provision 2022**

Cllr K De Burle reported to members on the options and the cost of trees.

Members discussed replacing the old tree in the central village with a new tree, but due to time scale deferred until next year.

Members discussed the issues of securing a Christmas tree in the flag pole but due to health and safety not to proceed, but to have two Christmas trees with lights outside the front Parish Hall doors.

Members agreed a tree of 7-ft 6-in in height for inside the hall.

The members of the public offers of help with the decoration of the central village tree were accepted with thanks.

- |                        |   |       |
|------------------------|---|-------|
| a. Central village     | Work with existing tree                                   | £0.00 |
| b. Parish Hall outside | 2 x 3 to 4-ft trees at £29.99 each + lights at £6.99 each |       |
| c. Parish Hall inside  | 7-ft 6-in tree at £30.00                                  |       |

Moved Cllr K De Burle                      Seconded Cllr P Lamb                      Member Vote All in favour

**24.11.22/10. Finance report**

- a. List of payments made and cheques issued for November number 8 value £12321.17

Moved Cllr R De Burle                      Seconded Cllr J Whitehead                      Member Vote All in favour

- b. List of receipts for the cemetery and Hall received and noted.
- c. Members discussed the adoption of a bank payment debit card and agreed it would be necessary due to cheque payment not being accepted by many businesses.

Moved Cllr R De Burle    Seconded Cllr P Lamb    Member Vote All in favour

- d. Members discussed and agreed that due to not being able to fill the vacant position to empty the parish rubbish bins and the issues that would arise, a sub contract with BIFFA would solve these issues and a formal arrangement would be made.

Moved Cllr R de Burle    Seconded Cllr J Whitehead    Member vote All in favour

Members discussed reviewing bin sizes and improving bin capacity, the condition of bins and replacing damaged/dangerous bins. Facilities Officer to review all bins. Once reviewed quotes to be obtained for this work.

Moved Cllr R de Burle                      Seconded Cllr K De Burle                      Member vote All in favour

**24.11.22/11. As required by legislation under the local Government act. Proposal to move into closed session to discuss necessary staffing matters.**

Moved Cllr R de Burle                      Seconded Cllr P Lamb                      Member Vote All in favour

**Meeting closed at 9.15pm**

**Date of Next Meeting** To be confirmed