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## MINUTES OF THE PARISH COUNCIL MEETING

Wednesday 18<sup>th</sup> January 2023, 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:** Six members of the public

**18.01.23/1. To receive apologies for absence.**

None

**18.01.23/2. Disclosure of Interests.**

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

**18.01.23/3. To approval and sign the minutes of previous meetings.**

Minutes of the Ordinary meeting held on 24.11.2022 were approved by all and signed as an accurate record of the meeting.

**18.01.23/4. Chairman's report.**

The Chairman said there was nothing to report. Christmas and New Year had been a quiet time for the council.

**18.01.23/5. Public Forum (maximum individual 3 mins) (Standing order rule 3k)**

- a. Two written requests had been received by parishioners, both raising similar questions regarding Parish Council meetings and the sum of £150,000.00 put aside for an extension to the Parish Hall. One of the parishioners was present tonight.

The Chairman responded to these questions and the parishioner present said most of his questions had been answered and they were mostly happy with these answers.

- b. A parishioner said he believed there was an overhanging tree obstructing the public right of way in Jubilee Park.  
The administration manager said that this had been removed in December.
- c. A parishioner asked if the damaged and missing 'Allotment holder only' signs at the allotments were going to be replaced.  
The Chairman said other issues had taken president and the signs will be replaced in due course.
- d. A parishioner said he would like to thank the council for the advertisements and agendas being in a larger font on the notice boards.
- e. A parishioner asked why in section 8 of the agenda £15,00.00 was allocated to structural and damp issues. The Chairman replied that below the stage there was a serious damp problem which if not resolved would eventually cause above ground foundation brickwork to fragment. there was also evidence of mould spores which if not eradicated could become a health risk, previous administrations have had a go but with little success. This agenda item relates to the council getting very serious and bringing in a company who have the knowledgeable, experienced and reputation in these matters.
- f. A parishioner asked about the bus shelter being safe on Station Lane.  
The administration manager reported that the council were looking at obtaining quotes for the repair or replacement of the bus shelter.

#### **18.01.23/6. Asfordby Valley play area fencing.**

The members reviewed the four quotes received and following discussion agreed more information was required and to defer a decision.

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

#### **18.01.23/7. Parish Hall Roof.**

The Chairman reported that a second quote had now been received.

Provider A. Has quoted £854.70 + vat to repair the pitched & flat roof.

Provider B. Has quoted £4837.60 + vat to repair the flat roof.

£889.49 + vat to repair the pitched roof and clean gutters & toilet blocks.

£10395.73 + vat to re-roof the flat roof.

Due to the work being of an urgent nature and a stipulation of the council's insurance policy that the flat roof is maintained, it is proposed to suspend standing orders to allow the two quotations to be considered.

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



The members discussed the two options of patching up the asphalt roof or having it re-roofed. Members agreed patching up the roof would only solve the issues short term and to re-roof would be a long term solution which would come with a 15 year guarantee.

Members agreed to provider B quotes to re-roof the flat roof and repair the pitched roof.

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

#### **18.01.23/8. Parish Hall structural and damp issues.**

The members discussed and agreed the setting aside £15,000.00 to obtain a full survey of the Parish Hall building and to fund the procurement of any preparatory access work needed.

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

#### **18.01.23/9. Cemetery Extension.**

The chairman reported that we had received two quotes for this service and the funds to set aside would need to be increased from £23,000.00 to £30,000.00 to cover the costs of the project management.

Members discussed and agreed to set aside £30,000.00 and to engage the professional services necessary to advise and manage the cemetery extension project.

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

#### **18.01.23/10. Finance Matters.**

- a. List of payments made and cheques issued for December number 9 value £37,926.95

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

#### **18.01.23/11. Parish budget and precept for 2023 /2024 report.**

To approve the proposed 2023/24 budget and precept.

Members received a detailed presentation on parish expenditure vs the same time last year, the projected end of year values and projected requirement for 2023 /24.

Members discussed what action to take with the current year 2022/23 estimated surplus of £50,298.00 and agreed to transfer 50% (£25,149.00) to reserve and 50% approximately £25000 to reducing precept.

Members discussed the increased staffing costs on the budget and the addition of new codes required for



bus shelter and other maintenance not previously carried out.

Moved Cllr M Sheldon Seconded Cllr P Lamb Member Vote All in favour

The chairman proposed to use the virement mechanism to move £124,000.00 from the parish hall extension reserve to fund the costs of unexpected maintenance expenditure not accounted for in the 2022/23 budget.

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

Members considered and approved submission of precept request for 2023/24.

Moved Cllr M Sheldon Seconded Cllr P Lamb Member Vote All in favour

### **18.01.23/12.**

As required by legislation under the local Government act. Proposal to move into closed session to discuss necessary staffing and other related matters.

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

**Meeting closed at 9.42 pm**

**Date of Next Meeting:** To be confirmed