



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

Meeting of Asfordby Parish Council

To be held at 6.30pm in the Parish Office On Thursday 27th April 2023

Access to the public from 6.20pm

The law allows for members of the public to record a Council meeting, those wishing to do so must declare that they intend doing so in advance, so that other members of the public who do not wish to be recorded are aware.

Main Agenda

Members: Chair R De Burle, Deputy Chair P Lamb, Cllr J Whitehead, Cllr K De Burle, Cllr M Sheldon,

All meetings will be recorded for the purpose of accuracy and clarity.

1. **To Receive Apologies of Absence.**
2. **Member Declaration of Interests.**
Councillor de Burle in any matter relating to Melton Borough Council.
3. **Approval of Minutes.**
Meeting minutes for Friday 24th February 2023.
4. **Chairman's report.**
5. **Public Forum (maximum individual 3 mins) (Standing order rule 3k)**

To respond to written questions, unless included elsewhere in the agenda.

Have received a letter from a parishioner asking the council to seek approval of LCC to authorise the verges on approach roads leading into the village from Melton, between the roundabout and the first houses being developed into wildflower verges.

To receive any verbal contributions offered by members of the public in relation to tonight's agenda.

6. Matters Arising

Updates from previous meetings

- a. Speeding issues Eastbound & Westbound entering & exiting Asfordby.
- b. Speeding issues Asfordby Hill.
- c. Speed reduction Asfordby Hill due to new housing development.
- d. Bus Shelters.

7. Parish Title Deeds

Following comment about green spaces made by the inspector reviewing the Parish NHP the PC implemented a review of all land and property owned by the council, and discovered that the parish hall, its playing field, the Hoby Road/Loughborough Road cemetery and allotments, and Asfordby Valley play area are not registered with the land registry even though it had been believed that the matter had been dealt with by a previous administration in 2017/18.

It is proposed to instruct the solicitor who holds all other parish title deeds to register these two areas.

Estimated costs - Solicitor £2450.00 + valuation costs £1000 and Land Registry costs.

Proposal is to approve in principal the council moving forward with this action.

Moved

Seconded

Discuss

Member vote

8. Cemetery and Allotments

A working party meeting held on Wednesday 20th April discussed issues relating to the Cemetery and Allotments operated by the PC. This first meeting dealt with priority matters only and seeks to provide clarity in the Contract wording in relation to the letting, and maintenance of Council allotments and facilitate the re letting of abandoned plots.

- Approval is sought for the implementation of the recommendations for plot preparation and process for allocation of plots to new tenants and amendments to the contract to reflect the proposals made in the report.
-
- Allotments Contract. The version listed on the website following minor amendment to be brought to the next meeting for approval, should be adopted as the only version in play and be distributed to all allotment holders with their bills when they are next issued.

Moved

Seconded

Member vote

9. Planning Applications

The Crescent – Single story extension

10. Financial Matters.

a. Year end 2022/23 report.

Moved Seconded Member vote

b. To approve February 2023 lists of payments no 11 value £21,298.39

Moved Seconded Member vote

and March 2023 list of payments no 12 value £26,309.48.

Moved Seconded Member vote

c. Members to note List of receipts received Cemetery/Hall/Allotments.

Member circulation only

e. Debit card.

Members to note

- The proposal for provision of a second debit card in the name of a councillor is not allowed, and as such will not be progressed.

➤

f. Asfordby NHP.

To approve the Plan-ItX Support during Neighbourhood Plan Examination invoice for £1,500.00 + vat.

Moved Seconded Member vote

g. Members to approve removal of outstanding balance of £595.00 for room hire from the sales ledger 2018/19.

Following the dissolution of the administration, administrative errors were found in the accountancy system. Most errors were resolved. This one remained unresolved. Action needs to be taken to balance the accounts.

Moved Seconded Member vote

11. Administration Matters.

a. To approve for the Cleaner and caretaker/handyman to undertake a Health & Safety course at a cost of £25.00 + vat per person

b. To approve for the caretaker/handy man to undertake a ROSPA training course at a cost of £320.00 + vat

Moved Seconded Member vote

c. To approve the purchase of a laptop computer for remote use in the office. Quote to follow.

Moved

Seconded

Member vote

12. Proposal to remove to a Closed Session as required by law to discuss matters relating to staffing.

Moved

Seconded

Member vote

- a. To discuss applicants for Street Operative vacancy.
- b. To clarify the cemetery fees for long term residents who go into care homes.
- c. Discuss Cllr contributions during covid.

Meeting Close / Next meeting TBA.