



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

Website: www.asfordbyparishcouncil.gov.uk
Email administration@asfordbyparishcouncil.gov.uk

MINUTES OF THE PARISH COUNCIL MEETING

Friday 22nd September 2023, 7.00pm - Held at Asfordby Parish Office

PRESENT:

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

In Attendance: Administration Manager: Helen Callaghan

Guests: Three members of the public.

22.09.23/1. To receive apologies for absence.

None

22.09.23/2. Members Disclosure of Interests.

None

22.09.23/3. To approve and sign the minutes of previous meetings.

Minutes of the Parish Council Meeting held on 19.07.2023 were approved by all and signed as an accurate record of the meeting.

Moved Cllr R de Burle

Seconded Cllr J Whitehead

Member vote All in favour

22.09.23/4. Chairman's report.

- The Chairman advised that it was with regret that he had to inform members of the sad death of the former councillor Clive Summerland. He asked members to join him in observing a minute's silence in his memory.
- The Chair reported there was an error, showing an incorrect date on the postal vote for the NHP referendum, which had been raised with Melton Borough Council, who have now sent a letter to all postal electors.

22.09.23/5. Public Forum (maximum individual 3 mins) (Standing order rule 3k).

- a. A parishioner raised concerns over parking on Bradgate Lane.
Council advised the police and crime commissioner had been advised of the issue and declined to take any action due to lack of man power.

- b. A parishioner asked if major planning applications could be available to view at the parish office. The Chairman replied that the council already do this when they review the applications.
- c. A parishioner queried the fees for local groups hiring the parish hall. The Chairman responded that a substantial discount was given to community events.
- d. A parishioner asked about a refund for an overcharge. The chairman responded that a refund would be issued.

22.09.23/6. Matters Arising.

No matters to report.

22.09.23/7. National Highways & Transport (NHT) Public Satisfaction Survey – Parish Consultation.

Members discussed the invitation to complete the NHT Public Representative Survey.
Member to complete the survey and forward to administration manager to forward to NHT.

22.09.23/8. Autumn Hedge Cut.

Members discussed and agreed to use a professional service to cut the parish hedges in the autumn.

22.09.23/9. Parish Hall Annual Insurance.

The chair reported the revaluation of the parish hall had increased the 2023/24 renewal price by 41%.

Members discussed and approved the 2023/24 insurance renewal of £3895.13.

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

22.09.23/10. Financial Matters.

- a. The chair reported the external auditor report and certificate for 2022/23 had been received.

The report showed:

- 1. The Notice of public rights was displayed one day late and for longer than the mandatory period.
- 2. There were administrative errors in filling in sections 1 and 2.
- 3. The Internal auditor did not cover objective F regarding petty cash.

Proposal to approve the publication on the website of the External auditor closing report and certificate for 2022/2023

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

- b. Variance in reported Council spend figures for April, May & June.

Members discussed and approved to correct the base accounts.

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

c. To approve updated July list of payments no 4 value £13,516.30

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

To approve updated August list of payments no 5 updated value £10,484.76

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

d. Members noted July and August list of receipts received Cemetery/Hall/Allotments.

e. The chair reported the Parish Financial 1st quarter accounts had been completed.

Members discussed approval and publication of the Parish Financial 1st quarter accounts.

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

f. Members reviewed the Bank Reconciliation Statements.

Members noted the current position.

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

22.09.23/11. Proposal to remove to a Closed Session as required by local Government law to discuss matters

Relating to staffing.

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

Meeting closed at 8.15pm.

Date of Next Meeting: To be confirmed

