



The Parish Office
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TO ALL MEMBERS OF ASFORDBY PARISH COUNCIL

You are summoned to attend the Annual Meeting of Asfordby Parish Council

To be held in the Parish Office on Tuesday 28th May 2024 at 7.00pm to transact the business as set out below.

The meeting is open to members of the public (including the press), but is not a public meeting. Access to the public from 6.50pm.

Helen Callaghan - Parish Administration Manager, 21st May 2024

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.

AGENDA

Members: Chair R De Burle, Deputy Chair J Whitehead, Cllr P Lamb, Cllr K De Burle, Cllr S Pitt Miller.

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

1. Election of Chairman.

Nomination	Seconded	Debated	Vote
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Chairman to sign the declaration of acceptance of office.

2. Election of a Deputy-Chairman.

Nomination	Seconded	Debated	Vote
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3. To Receive Apologies of Absence.

4. Member Declaration of Interests.

- Members reminded to ensure their Registration of Disclosable Pecuniary Interests are up to date.

5. Approval of Minutes.

Meeting minutes for Thursday 11th April 2024.

6. Questions received from Parishioners in writing.

The Chairman will acknowledge receipt, and pass to Council for future consideration unless included elsewhere in the agenda.

7. Public Forum.

The Chairman will receive verbal representations from the attending public on any matter included in the meeting agenda. Members of the public are not permitted to participate in meeting debates.

(Standing order rule 3k applies maximum individual submission 3 mins)

8. Chairman's report.

9. Financial Matters.

- a. To approve and sign April 2024 list of payments number 1 value £15,153.47.
Members to note April list of payments received Cemetery/Hall/Allotments.
(Member circulation only).

10. Administration Matters.

Members to note that following Council approving at meeting 22.12.23/12a to add Cllr P Lamb and Cllr J whitehead to the Council bank accounts, we have received confirmation from Melton Building Society that they have updated their records and council can now add members as signatories.

11. Internal Auditor report.

- a. To receive the Annual Internal Auditor's Report 2023/2024.
- b. To consider recommendations on matters arising from the internal auditor's narrative report.
- c. To complete and sign the Annual Governance Statement 2023/2024.
- d. To receive, consider and sign the bank reconciliation 2023/2024.
- e. To receive and consider the explanation of variances.
- f. To receive and consider the breakdown of reserves.
- g. To agree the dates for the period of public rights.

12. Parish Council Insurance policy.

It is now advised that Cyber insurance should be held by parish councils. Our current policy does not give this cover. Members to discuss and consider adding annual Cyber cover for 2024/25 at a cost of £193.76.

13. Request from the Resilience Officer (Rutland County Council and Melton Borough Council) for Storage of Sand bags.

Members to note the request for sandbag storage in at risk of flooding areas and the offer of a potential suitable location for storage of sand bags.

14. Picnic bench request.

- a. Members to consider a request to site a commemorative picnic bench in Jubilee Pastures.
- b. Members to consider a request to site a memorial planter in Jubilee Pastures.

15. Leicestershire County Council Forestry & Arboriculture.

LCC Forestry & Arboriculture have been contacted by residents on Loughborough Road, Asfordby regarding an overgrown hedgerow, which they are responsible for maintaining.

LCC Forestry & Arboriculture have put forward three options and would like the council's opinion before reaching a decision. Members to discuss and agree the preferred option of the parish council.

1. Cut the hedge to its old height and put on the flail cutting maintenance schedule (temporary measure).
2. Take the hedge out, grind the stumps and replace with grass.
3. Take the hedge out, grind the stumps and plant an avenue of ornamental trees.

16. Riverside Gardens Electrics.

Following the existing electric supply socket being damaged, members to consider and approve the installation of a ground pit for a single socket to house the replacement socket at a cost of £298.80.

17. To Receive any submissions from the public on important matters not including in the agenda.

(Standing order rule 3k applies maximum individual submission 3 mins)

Meeting Close / Next meeting TBA