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MINUTES OF THE PARISH COUNCIL MEETING

Wednesday 19th July 2023, 7pm - 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: Two members of the public

19.07.23/1. To receive apologies for absence.

None

19.07.23/2. Members Disclosure of Interests.

None

19.07.23/3. To approve and sign the minutes of previous meetings.

Minutes of the Annual Parish Council Meeting held on 17.05.2023 were approved by all and signed as an accurate record of the meeting.

Minutes of the Extraordinary Meeting held on 07.06.2023 were approved by all and signed as an accurate record of the meeting.

19.07.23/4. Chairman's report.

The Chairman reported:

- Internal Annual Audit was completed and the Notice of Public Rights was advertised as required.
- A new numbering system has been implemented at the allotments and all vacant allotments have been allocated to new tenants.
- Council have met with the cemetery extension consultant to agree the scope, nature and costs of the consultancy work.
- On behalf of the council the Chair congratulated our Caretaker on successfully completing the ROSPA training course for inspection and maintenance of our play equipment.

19.07.23/5. Public Forum (maximum individual 3 mins) (Standing order rule 3k).

- a. A parishioner asked why a sign saying 'No Ball Games' had been put up in Princess Anne Square by Melton Borough Council.
The administrator will contact Melton Borough Council on this matter.
- b. A parishioner asked if the council were going to employ a street cleaner as agenda item 12b was to approve street cleaning equipment.
The chair responded that the council will be employing a street cleaner.
- c. A parishioner asked if the council had a snow warden.
The chair responded that the council did not have a snow warden.

19.07.23/6. Matters Arising.

The chair reported that Leicestershire County Council had looked into concerns raised over parking on Bradgate Lane and reported back that The County Council does not have any powers to deal with the issue of inconsiderate parking or the expansion of parking into the footpath area because of underground service pipes.

19.07.23/7. Asfordby Neighbourhood Plan (NHP). (Verbal Update)

The chair reported that our NHP has been examined by an external examiner who has approved what Asfordby Parish Council had asked for.
The NHP has now been put forward to the governance department who will be arranging a referendum in due course.

19.07.23/8. To approve and adopt Council policies.

- a. The Complaints Policy.
- b. Financial Regulations as amended and highlighted.
- c. Review and adoption of Standing Orders.

Members discussed and agreed the adoption of the policies a, b, c.

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

19.07.23/9. Registration of the parish defibrillator with 'The Circuit'.

Members discussed and approved the registration of the parish defibrillator with 'The Circuit'.

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

19.07.23/10. Riverside Gardens Christmas Tree.

Members discussed the proposal to approve expenditure of £3,500 to purchase a pre-lit Christmas tree, electrics and weights.

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

19.07.23/11. Parish Financial Matters.

- a. To approve May 2023 lists of payments no 2 value £30,528.93.

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



To approve June 2023 list of payments no 3 value £10,489.63.

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

b. Members noted May & June receipts Cemetery/Hall/Allotments.

c. Mark 1 IT Computer services Payment.

Members discussed and deferred a decision until they have looked into other options.

19.07.23/12. Administration Matters.

a. Members considered and approved the enrolment of our Administration Manager on to the SLCC Cilca portfolio course at a cost of £450.00.

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

b. Members discussed and after consideration decided to order item C as described in the agenda at £1121.74. Additionally in discussion it was pointed out that the option to add brakes at a cost of £45.05 & branding at a cost of £59.70. Members voted and approved the addition of brakes and branding at a total cost of £1,226.49.

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

19.07.23/13. 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 9.55 pm

Date of Next Meeting: To be confirmed

