



The Parish Office

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MINUTES OF THE PARISH COUNCIL MEETING

Thursday 26th October 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: Five members of the public.

26.10.23/1. To receive apologies for absence.

None

26.10.23/2. Members Disclosure of Interests.

None

26.10.23/3. To approve and sign the minutes of previous meetings.

Minutes of the Parish Council Meeting held on 22.09.2023 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

26.10.23/4. Chairman's report.

- The Chair reported this year's Remembrance service would be at 10.15am in Church, and 10.45am in the Memorial Gardens on Sunday 12th November with Father Mark.
- The Chair reported the lamp post poppies were being put up again this year by Gary and Terri Phillips, and thanked them for their help.
- The Chair reported the NHP referendum was successful and would now be adopted by Melton Borough Council.

26.10.23/5. Public Forum (maximum individual 3 mins) (Standing order rule 3k).

- a. A parishioner asked if the parish hall could be used for a village community tea/coffee morning. The chair suggested arranging a meeting to discuss.

- b. A parishioner asked for clarification on if the tree in agenda item 8 was in a private garden. The chair clarified it was not in a private garden, but Riverside Garden.
- c. A parishioner asked if employees received health & safety training. The chair replied all employees had received basic training.
- d. A parishioner raised a point regarding asbestos on the allotments and health and safety. The chair thanked them for bringing it to the council's attention.

26.10.23/6. Matters Arising.

No matters to report.

26.10.23/7. Essential repairs to Asfordby Valley play area.

Members discussed the options and agreed on option 2 – to purchase and have replaced by the caretaker/handy man, subject to confirming there would be no insurance issues.

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

26.10.23/8. Ash Dieback Arboricultural report.

Members discussed and approved the undertaking of an Arboricultural report, to support the planning application to fell the diseased tree.

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

26.10.23/9. Fruit Trees 'The Queens green canopy' initiative for tree planting.

Members discussed the quotations and agreed to purchase 10 trees from provider A - with a 20% inflated cost bringing the total expenditure to £680.25, to cover the costs of installing fencing to protect the young trees.

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

26.10.23/10. Financial Matters.

- a. Mark 1 IT Computer services Payment.

Members discussed the options available and decided on option 2 for contracted services invoices and option 3 for any addition services invoices.

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

- b. To approve September list of payments no 6 value £19,950.69.

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

- c. Members noted September list of receipts received Cemetery/Hall/Allotments.

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

26.10.23/11. Administration Matters.

Members discussed the administration manager undertaking CILCA mentoring as part of the CILCA qualification and agreed on a maximum of 12 hours mentoring costing £300.00.

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

26.10.23/12. LRALC's Articles of Association – Membership vote.

Members discussed and agreed to decline to vote as there was no clear explanations on the changes being proposed.

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

26.10.23/13. Proposal to remove to a Closed Session as required by local Government law to discuss matters

relating to staffing and other sensitive administration matters.

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

Meeting closed at 10.05pm.

Date of Next Meeting: To be confirmed

A handwritten signature in black ink, appearing to read 'R de B', with a horizontal line underneath it.