



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

Website: [www.asfordbyparishcouncil.gov.uk](http://www.asfordbyparishcouncil.gov.uk)  
Email [administration@asfordbyparishcouncil.gov.uk](mailto:administration@asfordbyparishcouncil.gov.uk)

## MINUTES OF THE PARISH COUNCIL MEETING

Thursday 14<sup>th</sup> March 2024, 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:** Four members of the public.

**14.03.24/1. To receive apologies for absence.**

None

**14.03.24/2. Members Disclosure of Interests.**

None

**14.03.24/3. To approve and sign the minutes of previous meeting.**

**Resolved:** The Minutes of the Parish Council Meeting held on 08.02.2024 were approved by all and signed as an accurate record of the meeting.

**14.03.24/4. Questions received from Parishioners in writing.**

A letter was received questioning why the parish council had increased their precept for 2024/25 by 16%.

The chair replied the precept had been reduced through the covid period, and it had been reduced in the 2023/24 financial year by using parish reserves and now with increased overall costs the decision was made to increase the precept by a larger percentage for the 2024/25 financial year to ensure all costs would be covered.

The parishioner was satisfied with the response given.

**14.03.24/5. Public Forum.**

A parishioner asked about agenda item 8 and the variance in the number of cameras and support offered. The chair said these would be discussed by members when agenda item 8 was reached.

**14.03.24/6. Chairman's report.**

- The Chair reported that following the fire safety inspection report the front door thumb turns had been installed.

- The council had received many complimentary reports on the laying of the cemetery/allotment hedge and the new dog waste bins that had been installed in the parish.
- Following recent attempts to contact LCC regarding installing bollards on Station Lane to protect the bus shelter the council had decided to proceed.

**14.03.24/7. Station Lane Replacement Bus Shelter.**

Due to only two quotes being received the chair proposed the move to suspend standing orders.

**Resolved:** Members approved the replacement of the damaged bus shelter on Station Lane and the placement of bollards by provider B at a cost of £6,941.00 + vat.

**14.03.24/8. CCTV Replacement Security System.**

**Resolved:** Members approved the replacement and expansion of the CCTV system by provider A at a cost of £3795.00 + vat and annual service/support £150.00 + vat.

**14.03.24/9. Financial Matters.**

a. Members to note and approve publication of the Parish Financial 3<sup>rd</sup> Quarter expenditure.

**Resolved:** Members approve the publication of the Parish Financial 3rd Quarter.  
Members noted February list of payments received.

b. Members noted the Bank Reconciliation Statements.

c. To approve February 2024 list of payments no 11 value £16,368.60.

**Resolved:** To approve February 2024 expenditure.

d. To approve for the work reported in arboricultural survey on the Fraxinus Excelsior (Ash) tree located in Riverside Gardens to be carried out at a cost of £470.00 + vat.

**Resolved:** To approve the work reported to be carried out at a cost of £470.00 + vat.

**14.03.24/10. To Review Council Policies.**

**Resolved:** To approve and re-adopt the existing policies as listed below:

Health & Safety Policy, Equality & Diversity Policy, Data Protection Policy, Staff Recruitment Policy,  
Complaints Policy and the Freedom of Information Policy.

**14.03.24/11. Facilities Charging Process.**

Members to note and approve the changes made relating to deposits, final payments and invoices on bookings.

**Resolved:** Members approved the booking changes.

**14.03.24/12. To Receive any submission from the public on important matters not included in the agenda.**

A parishioner suggested contacting Radio 4 to invite them to host question time from the parish hall to promote the hiring of the parish hall facilities.

The chair said this would be looked into.

The Chair moved to swap agenda item 14 to agenda item 13.

**Resolved:** Agenda item 14 and agenda item 13 order was swapped.

**14.03.24/13. Tenders received for the Parish Grounds Maintenance Contract 2024/25.**

**Resolved:** Members approved the engagement of a new contractor M&BG on a one-year contract.

**14.03.24/14. The meeting moved to confidential session in accordance with the Public Bodies (Admission to Meetings) Act 1960 in view of the nature of the business to be transacted.**

**14.03.24/15. Pay Review 2024/25.**

**Resolved:** Members approved salary increases for 2024/25.

**Meeting closed at 09.15pm.**

**Date of Next Meeting:** To be confirmed

*Reis*