

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON THURSDAY 19 JANUARY 2023
AT THE VILLAGE HALL, STATION ROAD, BROUGHTON ASTLEY**

PRESENT: Councillors G Brown, Ms A Butteriss, R Davis, R Gahan, D Glenis, C Golding, C Grafton-Reed, S Oliver, R Patrick, P Shipman, M Swinfen, A Teague-Concannon and J Worrell

ALSO PRESENT: Deputy Clerk – Mrs N Elson, County Councillor N Bannister, and District Councillor P Dann

CLERK: Mrs D Barber

Councillors agreed at the start of the meeting to move items 14 and 17 of the agenda forward to allow the County and District councillors to take their leave and to ensure that the budget for 2023/24 is approved. Item 23 will be carried forward to the next meeting due to time constraints. The minutes will reflect the order of the agenda.

1. APOLOGIES

3420/01/2023 **RESOLVED:** That apologies were received and accepted from Councillors R Capewell and M Graves.

2. DECLARATIONS OF MEMBERS' INTERESTS AND REQUESTS FOR DISPENSATIONS

3421/01/2023 **RESOLVED:** That no declarations of Members Interests were declared.

3. PARISH COUNCIL MINUTES - 19 DECEMBER 2022

3422/01/2023 **RESOLVED:** That the Parish Council minutes were accepted as a true record and were duly signed.

4. PARISH COUNCIL OUTSTANDING RESOLUTIONS

3423/01/2023 **RESOLVED:** To accept the Parish Council's outstanding resolutions following agreed amendments.

5. COMMUNICATIONS FROM THE CHAIR

3424/01/2023 **RESOLVED:** That communications were received from the Chair. A copy of the communication can be found at Appendix A.

6. PUBLIC FORUM
- 3425/01/2023 No members of the public were present.
7. PLANNING MEETING MINUTES – 9 JANUARY 2023
- 3426/01/2023 **RESOLVED: The Planning minutes were received and accepted.**
8. NEIGHBOURHOOD PLAN DELIVERY AND MONITORING GROUP MINUTES – 12 DECEMBER 2022
- 3427/01/2023 **RESOLVED: The Neighbourhood Plan Delivery and Monitoring Group minutes were received and accepted.**
9. REPORTS FROM OUTSIDE BODIES
- 3428/01/2023 **RESOLVED: No reports were given.**
10. PARISH MANAGERS REPORT
- 3429/01/2023 **RESOLVED: The Parish Managers report was received and accepted.**
11. SECTION S106 FUNDING
- 3430/01/2023 **RESOLVED: The s106 funding statement was accepted with the request that the Scout Group is contacted with reference to their plans.**
12. GRANT APPLICATION STATUS
- 3431/01/2023 **RESOLVED: The grant application status report is accepted.**
13. ROSPA INSPECTION REPORT
- 3432/01/2023 **RESOLVED: The RoSPA report is accepted.**
14. COUNTY AND DISTRICT COUNCILLOR REPORTS
- 3433/01/2023 **RESOLVED: The reports from County and District Councillors were received.
Copies of submitted reports can be found in Appendix A.**
15. SCHEDULE OF PAYMENTS – 31 DECEMBER 2022
- 3434/01/2023 **RESOLVED: Payments and the month end statements were received and accepted unanimously. The Chair signed the Bank Reconciliations.**
16. FINANCIAL STATEMENTS – 31 DECEMBER 2022
- 3435/01/2023 **RESOLVED: The financial statements are accepted.**

17. DRAFT BUDGET REPORT, PROPOSAL AND PRECEPT REQUIREMENTS 2023/24.

Members received a copy of the draft budget proposal which had already been scrutinised and recommended by the Administration and Finance Committee for approval (the staffing costs first having been reviewed by the Personnel-Sub Committee. Council Members made one recommended addition to the General Administration budget line of £2,000 for additional provision for the forthcoming ordinary elections to be held in May 2023. A show of hands, with one abstention, carried this proposal unanimously.

3436/01/2023

RESOLVED: That the Income Budget of £278,733 and Expenditure Budget of £657,130 is approved and accepted for 2023/24

3437/01/2023

RESOLVED: That the Parish Council approves the Precept request to Harborough District Council of £378,937. This reflects an increase of 11.1% on last years precept. The increase in Council Tax equates to an increase of 9.8% (£9.98 per annum on a Band D property [0.19p per week]).

18. REPAIR OF SLIDE STEPS

A report and quotations were provided to Members. Councillor Grafton-Reed proposed, and Councillor Glenis seconded that that Elite Greenscape Gardens is awarded the contract for the repairs at a cost of £3,600 excluding VAT.

3438/01/2023

RESOLVED: That Elite Greenscape Gardens is awarded the contract for the repair of the slide steps at Frolesworth Road Recreation Ground at a cost of £3,600 excluding VAT. Estimated start time is mid-March.

19. S106 GRANT FUNDING – FROLESWORTH ROAD CEMETERY

Members received a report with outlined phase 1 and phase two plans to make improvements at Frolesworth Road Cemetery using available s106 grant funding. Councillor Glenis proposed, and Councillor Patrick seconded that;

1. Quotations are sought as appropriate for Phase 1 and Phase 2 of the proposed plans.
2. To make a pre-planning application if required.
3. To complete appropriate s106 application paperwork.

This proposal was accepted unanimously.

3439/01/2023

RESOLVED:

1. **That quotations are sought as appropriate for Phase 1 and Phase 2 of the proposed plans.**
2. **That a pre-planning application will be made if required.**
3. **That the appropriate s106 application paperwork is completed.**

20. PRESS RELEASE

Members received a report requesting approval for a press release to be produced in conjunction with Parkwood Leisure with reference being unable to extend the car parking at the Leisure Centre. It was agreed that the press release will be circulated amongst Members for comment prior to it being published. A further request was made for council Members to reply directly to the Parish Manager only. Councillor Grafton-Reed proposed,

This document is also available in large print.

and Councillor Golding seconded that a press release should be produced and circulated to Members prior to being issued. A show of hands carried this unanimously.

3440/01/2023

RESOLVED: That a press release will be produced in conjunction with Parkwood Leisure in respect of being unable to extend the car park at the Leisure Centre site. An email of the proposed press release will be circulated to all Members prior to publication. Members are requested to reply to the email and only to the Parish Manager.

21. REVALUATION OF VILLAGE HALL, COTTAGE, AND CAR PARK FOR INSURANCE PURPOSES

Members were provided with a report detailing the revaluation report carried out by David Beaumont and Associates of the Village Hall, Cottage, and car park for insurance purposes. They noted the interim additional premium and new proposed annual insurance cover to the council. Councillor Grafton-Reed proposed, and Councillor Golding seconded that the report provided by David Beaumont and Associates is accepted, that the Parish Council instructs their current insurance company Zurich to add the mid-term fees to their existing policy, and that new valuations will be used for insurance purposes going forward. A show of hands carried the proposal.

3441/01/2023

RESOLVED:

- 1. That the Parish Council accepts the report from David Beaumont and Associates providing valuation costs for the reinstatement for the Village Hall, Cottage, and Car Park for insurance purposes.**
- 2. That the Parish Council instructs their current insurance company Zurich to add the mid-term additional fees to their existing insurance policy (Village Hall and Cottage £102.66 and Car Park £633.01).**
- 3. That the new valuations will be used for insurance purposes going forward.**

22. CLOSURE OF DORMANT ACCOUNTS

A report was provided to Members giving details of two old and dormant accounts that the Parish Council have charge of. Councillor Mrs Stell proposed, and Council Glenis seconded that the Parish Council approves the closure of the two accounts. Once closed, a proposal will be presented to full council for a decision on how best the funds can be used.

3442/01/2023

RESOLVED:

- 1. That Parish Council approves the Unknown Donor Charity for the Poor Trust to be closed, payment is made to the Parish Council with the request made in a letter signed by the Parish Manager and Deputy Clerk on behalf of the Parish Council on headed paper.**
- 2. That should the complaint from the Financial Ombudsman Service be found in the Parish Council's favour, the Zacheus Duckett Foundation Charity account be closed.**
- 3. That a proposal is presented to full council for a decision on how best the funds can be used once received.**

3443/01/2023 The meeting closed at 21:15

Minutes approved and accepted as correct

.....Chair

Dated.....

DRAFT