



The Parish Office
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3rd April 2019

Councillors,

You are summoned to an Extraordinary Meeting of the Parish Council to be held on Thursday 11th April 2019 in the Parish Hall, 24 Main Street, Asfordby at 6:30pm.

Yours faithfully,

Melissa Boyden
Chairman of Asfordby Parish Council

AGENDA

1. Approval of apologies of absence
2. Disclosure of interests
3. To confirm the minutes of the meeting 13th December 2018
To confirm the minutes of the meeting 10th January 2019
To confirm the minutes of the extraordinary meeting 21st January 2019
To confirm the minutes of the extraordinary meeting 14th March 2019
4. Report on matters arising from the previous meeting
5. Report from the Chairman
6. Visitor Reports

7. Public Forum

To consider any Parish matters raised by Members of the Public including questions received prior to the meeting. Any questions relating to the Borough Council will not be addressed at this meeting. They must be put in writing and include a name, contact email or postal address together with a telephone number, these will be answered within 7/10 working days.

8. Approval of the Garden Naming competition leaflet

9. Clarification of S106 funding from local housing development in Asfordby Parish

Committee Reports

Committee Chairs should give a short overview of their committees' activities since the last Council meeting. Any proposals needing Councils consideration must be separate agenda item and be accompanied by the necessary supporting information to enable an informed decision to be made.

10. Parish Hall Report

11. Cemetery and Allotments report

12. Discuss the parishioners' complaint regarding the cemetery

13. Recreation and Risk Management report

14. Proposal to approve funding to complete Riverside Garden

15. Proposal to approve funding for the repair of the gateway ground into Jubilee play area

16. Finance, Resources and Personal report

17. List of payments

18. Events report

19. Any urgent planning applications needing consideration

20. Date and Time of the next meeting

Thursday 9th May 2019

Asfordby Parish Hall, 18:30

MINUTES OF THE MEETING OF

ASFORDBY PARISH COUNCIL

THURSDAY 11th April 2019

PRESENT

Councillors: M Boyden (Chairman)

K De Burle, D Anderson, B Attwood, S Boyden, R Cousen (Secretary), R De Burle, P Lamb, C Summerland.

1. Apologies for Absence

J Cousen

2. Disclosures of Interests

Cllr R DeBurle declared an interest in matters relating to Melton Borough Council, Cllrs Summerland and R Cousen declared an interest in matters relating to Parish Grounds Maintenance Contracts.

3. To Confirm the minutes of the meeting held on

<u>13th December 2018</u>	Deferred as Not Available
<u>10th January 2019</u>	Deferred as a date needs changing
<u>21st January 2019 Extraordinary Meeting</u>	Deferred as Not Available
<u>14th March 2019</u>	Deferred as incomplete

4. Report on Matters arising

None

5. Chairmans Report

Cllr M. Boyden is not standing for election and also gives her apologies as she cannot make the May meeting. Vice Chair Cllr K De Burle will open the May meeting.

Melissa clarified her answer to Cllr D Anderson in regards to the Extraordinary meeting on 21st January 2019 that she did indeed call the meeting and Cllrs S. Boyden and R. De Burle only requested it be called.

6. Visitor Reports

None.

M. Boyden
AMENDMENT RELATING TO: 7, 12, 13,
+ TIME.

7. Public Forum

There was 1 member of the public present.

From the floor the following issues were raised:

A complaint had been received about the state of the cemetery and this member of the public was stating that the complaint was unjustified and the cemetery in fact looked lovely.

The acquired flagpole – if it would not be able to be sited at the parish hall could it go to Riverside Gardens for use by the public for special occasions?

Concerned to hear only 5 current councillors were standing for re-election and no new members. What would become of Asfordby if we were unable to maintain a quorum for meetings? How would we cope with the ongoing work started by the current council particularly as we have no clerk currently? What were the councillors reasons for not standing?

He was assured that 5 members was indeed a quorum. Retiring members gave their reasons for not standing for election as:

Cllr C Summerland – had been offered a new job and didn't feel who could devote the extra time to council.

Cllrs M. Boyden, S. Boyden and D. Anderson all cited too much work and a feeling of unhappy frustration at the hypocrisy and lack of co-operation between current councillors.

8. Approval of the Garden Naming Competition Leaflet

Cllr M Boyden displayed a draft of the leaflet and in response to a question on the prize said she had taken advice from LRALC on council giving a monetary prize and that we could indeed do this under Section 137.

Cllr R De Burle asked how the competition would be drawn and after some discussion where the idea of reading the entries and drawing the winner from the most popular entry seemed most favourable, it was decided this decision should be left until the competition closes.

It was proposed by Cllr R Cousen that with the proviso that the leaflet could be printed to fold the correct way if A4 or was printed on 2 sides of A5 we should accept and go ahead with printing and distributing the leaflet ASAP. Seconded by Cllr K De Burle. Approved.

9. Clarification of Section 106 funding from local housing development in Asfordby Parish

Cllr B Attwood asked why no 106 money had been received for the Hoby Road development stating that developments of more than 11 dwellings could claim money under Section 106.

Cllr R De Burle stated that no money had been applied for because there were no projects that qualified for Section 106 from this development at the time of applying.

He said Section 106 applications have a number of criteria to meet including:

Is the project necessary to the development

Directly related to the development

Fairly/reasonably related to the size of the development

Does the development have an effect that warrants payment.

To this end we had received £18K from the Station Lane development for the project of the adult gym

Lastly the developer can challenge a Section 106 application if s/he doesn't think it is right.

Committee Reports

10. Parish Hall Report

No Meeting had been held.

11. Cemetery and Allotments Report

No meeting had been held.

12 Discuss the parishioners complaint regarding the cemetery

Refers to a family who ordered a memorial bench, issues in:

Getting the bench and its installation

Plaque is still to be installed

Size of chosen memorial stone

Other issues for a closed session

It was proposed to move this item to Closed Session at the end of the meeting. Approved.

13 Recreation & Risk Management Report

No meeting had been held but Cllr Attwood asked why, since the £18K funding had now been received, the Adult Gym could not be progressed?

Cllr R De Burle stated that it had been agreed not to release this money until after the audit in June and once a clerk was in place.

There was also a discussion on the siting of the gym with Cllr Attwood suggesting siting it adjacent to the current toddler play area so parents can use it while keeping "an eye" on their children but this is yet to

be agreed. It was agreed this would need to go on a future agenda to be approved.

14 Proposal to approve funding to complete Riverside Garden

The committee brought a quote of £10,450.59 from Carriers but this did not include replacing the maintenance gates, adding vehicle proof matting to a small area or extending the path to the pedestrian gate. The kerb would still need to be lowered for a vehicle entrance and benches are still to be approved. Not approved.

15 Proposal to approve funding for the repair of the gateway ground into Jubilee play area

Item removed.

16 Finance, Resources & Personal Report

Minutes attached.

Cllr R De Burle gave a report on the outcome of the committee meeting and other informal meetings which have happened most weeks. Points raised are:

All outstanding payments have been settled

End of year Bank Statements are now being received so with the help of Duncan & Toplis we can start to move forward with the audits in May/June.

Vacancies – Friday 12th April is the last day for sending out application packs

Packs to be received by 26th April and the current FRP will meet on 29th April

Cllr D Anderson asked why the vacancies were being advertised as separate Clerk and RFO posts when this hadn't been approved. After some discussion it was proposed by Cllr R Cousen to add an item to the May agenda after the application forms had been received to approve separating the posts if necessary. This was approved.

17 List of Payments

Proposed Cllr R Cousen, Seconded Cllr R De Burle, Approved

18 Events Committee

Minutes attached and Approved.

19 Any urgent planning applications needing consideration

None

12 Discuss the parishioners' complaint regarding the cemetery

The meeting moved into Closed Session

Discussion relating to a bench and memorial plaque requested by the parishioner.

Karen requested delegated authority to resolve immediate issues particularly relating to matters of health and safety and report back to council. This was Approved.

Other matters to be looked into further with the family concerned.

20 Date Of Next Meeting

Thursday 9th April 2019.

Meeting Closed at 9.00pm.

Asfordby Parish Council

Serving Asfordby Village, Asfordby Valley, Asfordby Hill, and Welby
In the Borough of Melton Mowbray

PUBLIC PARTICIPATION AT MEETINGS

The Local Government Act, 1972 sets out how Parish Council meetings and their committee are conducted. These are rules which all councillors and the public must respect. The meetings are not public meetings. The public has a statutory right to attend as observers, but no legal right to speak unless the Chair authorises them to do so.

We value the opinions of residents and therefore allocate time at the beginning of every meeting for the public to ask or answer questions, make representations, or give evidence, relating only to items on the agenda.

The Chair has the right to say that any question or statement is inappropriate and cannot be accepted. Any questions asked during this session may not be answered immediately by the councillors or Clerk, if further research and deliberation is required.

Members of the public are welcome to stay after the public session as observers but cannot join in the debates unless invited to do so by the Chair.

Members of the public may be excluded when certain items are discussed which deal with confidential matters such as staff salaries, contracts and some legal issues. These items are usually indicated clearly on the agenda beforehand.

The agenda is published on the parish notice board and online at least three clear days before the meeting. Sundays, Public Holidays, the day the agenda is published, and the day of the meeting are not 'clear' days.

The business of the meeting is recorded by the Clerk or other appointed person as Minutes which are approved at the following meeting and published on the notice board and our website.