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MINUTES OF THE PARISH COUNCIL MEETING

Wednesday 31st August 2022, 6.30pm - Held at Asfordby Parish Office

PRESENT:

Members: Cllrs; R De Burle, K De Burle, J Whitehead, M Sheldon.

In Attendance: Administration Manager: Helen Callaghan

Guests: Eight members of the public

31.08.22/1. To receive apologies for absence.

P Lamb

31.08.22/2. Disclosure of Interests.

Cllr R De Burle in any matter relating to Melton Borough Council

31.08.22/3. To approval and sign the minutes of previous meetings.

Minutes of the Ordinary meeting held on 4th August 2022 were approved and signed as an accurate record of the meeting.

31.08.22/4. Matters Arising

Updates from previous meeting

- a. Item 8 Letter to invite to meet and cheque to be sent to local group
In Progress HC to contact Asfordby in bloom to arrange evening Tues 13 or am Wed 14th and
advise Chair.

b. Item 12 Speed limit Asfordby Hill –
In Progress HC to contact LCC to enquire about how to change a speed limit on a road outside a school and report to Council.

c. Item 12 Cost of trees handed to Council
HC distributed tree costs to members document attached

d. Item 18 Work Live

have not responded to offer of meeting room,

e. Item Electronic Payment System prepared.

Document Handed to Councillors to complete. Email to Councillors.

31.08.22/5. Chairmans' reports.

- a. August had been a challenging month serious issues relating to land ownership.
And previous administrations acceptance of a maintenance agreement / ongoing
- b. We have received the NHP grant.
- c. With current cost of living crisis the chair and deputy chair have discussed looking at helping the community and the elderly with the possibility using Parish facilities of coffee mornings and soup kitchens.

31.08.22/6. Public Forum

- a. Responding to parishioner written request re the NHP leaflet

The Chairman gave an explanation.
- b. A parishioner asked if he could decorate the lamp posts in the Village, Valley and Hill with poppies.

HC to contact LCC to find out if possible and report to Council.
- c. A Parishioner asked about green areas being turned into parking spaces.

Parishioner 1 and Cllr R De Burle to raise with MBC.
- d. A Parishioner commented on the speed of drivers entering the village from the East side and between the village roundabout and Asfordby Hill.

HC to pass complaint to LCC and invite them to respond with a solution.
- e. A Parishioner asked if the wide pavement by the Bradgate lane shops could be made into disabled parking.

HC to write to LCC highways to request their comment,

- f. A Parishioner raised concerns over volume of new housing on Asfordby Hill due there being no shop or community centre.

31.08.22/7 Asfordby Neighbourhood Plan

- a. Revised the grant application of £5000.00 to £2500.00.
Moved Cllr R De Burle Seconded Cllr M Sheldon Member Vote All in favour
- b. Approved a virement amend to the approved NHP budget for 2022
Moved Cllr R De Burle Seconded Cllr J Whitehead Member Vote All in favour

31.08.22/8. Welly's Work Place

Written report from Chair for member consideration attached.
Following discussion the proposal was put and approved by all members.

Moved Cllr M Sheldon Seconded Cllr J Whitehead Member Vote All in favour

31.08.22/9. Facilities Charges Review

Written report from Chair for member consideration attached.
Following discussion the proposal was put and approved by all members.

Moved Cllr R De Burle Seconded Cllr M Sheldon Member Vote All in favour

31.08.22/10 Cemetery and Allotment Issues

a. Following a request by a parishioner to place a memorial bench in the Hoby Road Cemetery members considered capacity limitations. And the existing amount of benches currently in the cemetery

Following discussion members decided that because of space limitations no more benches would be allowed. The decision would be re considered when the cemetery extension was opened

Members also decided to amend the Cemetery Regulations to state that no further Memorial benches should be placed in the Hoby Road Cemetery.

On the opening of the cemetery extension the Council will re consider the placing of benches.

Moved Cllr K De Burle Seconded Cllr J Whitehead Member Vote All in favour

b. Hoby Road Allotment letting provision.

Following discussion a decision was deferred on further letting pending a full investigation and condition report from a working group to be set up at the next meeting. .

Decision Deferred. All members approved,

c. Approved restructure of Allotment charging. Members considered proposals set out in a working paper provided by the Chairman. Members were advised that all authorities providing allotments had three levels of charge 600 / 300 / 150 sq mtrs approximately where as we had in excess of 20 different bands.

The proposal is to introduce 4 price bands to simplify the administrative process, some allotments in Each band would face a slight increase and some a small decrease. In spite of that band rents would Only be£10 /£15 /£20 /£25 per annum in this financial year.

Moved Cllr R De Burle Seconded Cllr M Sheldon Member Vote All in favour

31.08.22/11 Recreation & Risk Management

- a. Approved finalised Council expenditure for provision of a marquee and external toilets plus other ancillary items to support "A picnic in the park" Community Jubilee Celebrations Total £940.91
- b. Donation to the Ukrainian Charity £160.00 paid into British Red Cross Ukraine Crisis Appeal
- c. Outside Gym progress reported that we have met with one company with two more due out in the next week. Further report to be brought to the next meeting

31.08.22/12. Provision of equipment for the Proper Recording of Meetings

After a brief introduction by the Chairman. HC provided specific background supporting information for members to consider, including that three suppliers had been consulted on price.

Members discussed and agreed to purchase the Phillips DPM8900 meeting recorder with transcription software. At a price of £505.32

HC was authorised to make the necessary arrangements with the chosen supplier who had offered the best price and support package

Moved Cllr R De Burle Seconded Cllr M Sheldon Member Vote All in favour

31.08.22/13. Parish Hall Essential Maintenance

The chairman advised members that the Office external door electronic access system often would not work. Investigation had identified an issue with a micro switch not being activated because the door was warped and required repair or replacing because the issue represented

a security hazard. It was considered that any door could warp. HC was asked to investigate the market to find out what door if any was considered not to suffer the issues and report

HC To investigate composite door and costs.

Moved Cllr R De Burle Seconded Cllr M Sheldon Member Vote All in favour

31.08.22/14. Finance Resources & Personnel Reports

The chairman made a full and comprehensive verbal report to members about the issues faced by the PC in completing the 2019/20-2021/21 audits presented by the COVID lockdown. Which had been exasperated by the inadequate web provision run by a part time coastguard in Cornwall which had been implemented by the Parish clerk under the authority of the administration of the day. The system was so inadequate that it was impossible to provide reliable remote access. That written pleas for help to LARALC were ignored, leaving the PC vulnerable.

- a. PKF final closing report 2019/2020
- b. PKF final closing report 2020/2021

Members moved to accept the reports and publish as required by the external auditor PKF:

Moved Cllr R De Burle Seconded Cllr M Sheldon Member Vote All in favour

31.08.22/15. Reports

- a. List of payments for August £7947.69

Proposed by Cllr R de Burle seconded by Cllr Sheldon All in favour

- b. Members discussed new pages to be put on the website for:
Hall Hire, Cemetery and Allotments.

31.08.22/16. Member Discussion Period

Cllr K De Burle informed Council:

- a. The two 'Danger No Swimming' signs in the Wild Flower Meadow were broken and need replacing.
- b. The Jelson fence by Finch Walk was in a state of disrepair and hazardous.

Cllr J Whitehead informed the Council:

One of the bollards in the village hall carpark had been hit and was damaged.

HC was asked to make appropriate arrangements

31.08.22/17. Planning

a. Asfordby Hill

The developer intends to relocate the playground equipment. They had agreed to install new equipment.

CLlr R De Burle to look into.

b. Saxelby Road Asfordby proposal to convert flats into a house

No objections.

31.08.22/18. Queens Green Canopy Initiative

Members discussed planting fruit trees instead of Native trees. Members to consider where this should be

31.08.22/19. Pizza Van request to use Parish Hall Car Park

Members discussed and recommended a 3 month trial.

HC To consult and obtain A copy of their Liability insurance to be provided and that the area must be left clean and tidy.

Moved Cllr J Whitehead Seconded Cllr K De Burle Member Vote All in favour

31.08.22/20. Staff Holiday reports

Members agreed a yearly planner which all staff will record their holidays on.

31.08.22/21. Meeting closed at 21.52pm

Date of Next Meeting To be confirmed

