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MINUTES OF THE EXTRAORDINARY MEETING OF ASFORDBY PARISH COUNCIL

Thursday 29th April 2021, 6.30pm - Held via Microsoft Teams

PRESENT Cllrs; R Cousen (Chairman), P Lamb (vice Chairman), R De Burle, M Sheldon, J Whitehead.

Also present, LRALC Locum Clerk.

A one minute silence was held in memory of The Duke of Edinburgh.

29.4.2021/14 To approve member apologies of absence

- a. Cllr De Burle due to sickness – **Approved.**

29.4.2021/15 Disclosure of interests

- a. Cllr R De Burle declared an interest in matters relating to Melton Borough Council.

29.4.2021/16 To confirm the minutes of the extraordinary meeting of 29th March 2021

- a. The minutes of the 29th March 2021 meeting were authorised as a true record of the meeting and signed by the Chairman.

29.4.2021/17 To consider any applications received for vacant positions of Parish Councilors

- a. None received.

29.4.2021/18 Public Forum – to consider any questions relating to tonight’s agenda raised by members of the public at the meeting

- a. None Present.

29.4.2021/19 Chairman’s Reports (for information purposes only)

- a) Grounds Contract – complaints have been received regarding the cemetery. Council will investigate and report back.
- b) Email addresses from the Clerk’s old email address have now been forwarded but to the incorrect address, this is being chased.
- c) Requests received regarding reopening the Parish Hall from members of the public. No decisions have been made yet and Government Guidance will be followed closely.

29.4.2021/20 Finance, Resources and personnel report

- a) To receive and note the PKF Littlejohn letter dated 31st March 2021 and discuss the public interest report – **All Cllrs have received and read the above letter, discussions took place and the public interest report was noted.**
- b) To approve the AGAR for 2019/20 for submission to PKF Littlejohn and to note that an internal audit was not carried out for 2019/20 – **Section 1 of the AGAR statements were read out and agreed by resolution and it was noted that no Internal Audit had taken place for 2019-20.**
- c) To discuss recruitment of an appropriately qualified Clerk/RFO or seek an appropriately qualified locum – **Resolved to appoint a Locum Clerk as soon as possible.**

 **Chairman**
27.5.21

29.4.2021/21 List of payments if available

- a. No payments to date.

29.4.2021/22 To consider renewing the lease with the Parochial Board for the Asfordby Hill Play Area

- a) To accept the proposal from the Parochial Board – **Resolved to accept.**

29.4.2021/23 Outdoor Gym

- a) To discuss and propose a location and siting of the outside gym – **Location – Parish Hall Field (away from houses) – Site visit required.**
- b) To establish cost boundaries – **To obtain 3 quotes for consideration at a future meeting.**
- c) To establish a working group (min 2) to progress and report back – **Cllr Cousen, Cllr Whitehead, Cllr Lamb to form the working group.**
- d) To grant delegated authority to the working group to make all reasonable day-to-day decisions about the acquisition up to but excluding final consideration of options and authorisation of the contract which will be a full council decision.
- e) To propose consulting with MBC procurement services for the purpose of acquiring the facility – Discussions took place and Council decided not to go to MBC but to retain this process in-house.

29.4.2021/24 Meeting ended at 20.06 pm

29.4.2021/25 Date of Next meeting

TBC due to COVID and the remote meeting legislation expiring on 7th May 2021.

R.B. Co
Chairman
27th May 2021