



# KIRBY BELLARS PARISH COUNCIL

22 Rockingham Road, Mountsorrel, Leics LE12 7UJ  
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## Minutes of Kirby Bellars Parish Council Annual Meeting held on 20<sup>th</sup> May 2024 at 8.00pm in Kirby Bellars Village Hall

Present: Cllr Ingham (CI), Cllr Lovegrove (EL), Cllr Davies (DD), Cllr Campsie (NC), Victoria Webster (VW)- Clerk

	<b>Agenda Items</b>	<b>Action By</b>
1/24.	<b>Election of Chair</b> CI and EL proposed NC as the Chair. NC accepted the position.	
2/24.	<b>Election of Vice-Chair</b> DD and NC proposed EL. EL accepted the position.	
3/24.	<b>Apologies</b> No apologies were received.	
4/24.	<b>To Receive Councillors Declarations of Interest Forms</b> Distributed and will be returned at the next meeting.	
5/24.	<b>Declarations of Interest</b> DD, CI and EL declared an interest in item 19/27. DD declared an interest in item 17/24.	
6/24.	<b>Minutes of the Previous Meeting of 18<sup>th</sup> March 2024</b> The minutes were accepted as a true and accurate account and were approved.	
7/24.	<b>Matters Arising from the Previous Meeting of the 18<sup>th</sup> March 2024</b> Lime Trees near the church. DD was able to confirm that LCC holds the responsibility to maintain these. Donation to the Beacon Unit. VW reviewed what decision the Parish Council previously made with such requests. All agreed not to make a donation.	
8/24.	<b>Public Participation</b> No questions or comments from members of the public.	
9/24.	<b>Review Policies and Procedures</b> All Councillors had reviewed the Policies and Procedures distributed prior to the meeting and they were approved.	

10/24.	<p><b>Review of Asset Register</b> All Councillors had reviewed the Asset Register distributed prior to the meeting and they approved it.</p> <p>DD asked if the value of insurance increases for these items as they would cost more to replace now than they cost to purchase. <b>Action: Check these details with the insurers.</b></p>	VW
11/24.	<p><b>Review of Insurable Risks and Insurance Cover</b> All Councillors reviewed the policy documents, and it was agreed that no changes were required for 2024-2025 and it was approved subject to the above being in place.</p>	
12/24.	<p><b>Review of Expenditure under S1.37</b> There was no expenditure under S1.37 during 2023-2024.</p>	
13/24.	<p><b>Review Powers Delegated to the Clerk</b> Responsible Financial Officer.</p> <p>Section 4.4. In cases of extreme risk to the delivery of council services, the clerk may authorise revenue expenditure on behalf of the council which in the clerk's judgement it is necessary to carry out. Such expenditure includes repair, replacement, or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of £500. The Clerk shall report such action to the chairman as soon as possible and to the council as soon as practicable thereafter.</p> <p>All Councillors approved these powers.</p>	
14/24.	<p><b>Future Meeting Dates</b> All Councillors agreed to the following dates: 24<sup>th</sup> June 2024 19<sup>th</sup> August 2024 14<sup>th</sup> October 2024 9<sup>th</sup> December 2024 17<sup>th</sup> February 2025 14<sup>th</sup> April 2025 12<sup>th</sup> May 2025</p>	
15/24.	<p><b>LRALC Annual General Meeting</b> It was agreed this should be added to the agenda for the August Meeting.</p>	VW
16/24.	<p><b>Accounts</b></p> <ol style="list-style-type: none"> <li>a. Approve the schedule of payments All payments were approved, and the schedule was signed. It should be noted that the LRALC Job Evaluation was carried out and that this purely relates to the Parish Council responsibilities and not reviewing the person. It was deemed the Clerks position is sitting where it should in terms of pay scale.</li> <li>b. Councillors to review and approve the bank reconciliation Councillors reviewed, approved, and signed the bank reconciliation.</li> <li>c. To review and approve the Parish Council year end bank reconciliation Councillors reviewed, approved, and signed the year end bank</li> </ol>	

	reconciliation.	
17/24.	<p><b>Planning Applications</b></p> <p><b>New or updated planning applications are those in bold. Only these need to be considered.</b></p> <ul style="list-style-type: none"> <li>▪ 23/00579/FULHH. The Willows, 6 Washdyke Lane. Proposed front and rear loft extension. Changes to existing front porch and rear fenestrations. No decision has been yet.</li> <li>▪ 22/01264/FUL. Appeal. Proposed development of a single 3-bed bungalow with associated access. No decision has been made yet.</li> <li>▪ <b>24/00406/FULHH The Manor House 59Main Street. Demolition of existing conservatories to be replaced with a new garden room extension. New double garage and conversion of existing garage to habitable room and adjacent shower room extension. Minor alterations to existing house. No decision has been made yet.</b></li> </ul> <p>Planning application 24/00406/FULHH is a listed building. Councillors had no comments to make against this application. This will also be reviewed by Heritage Englan.</p>	
18/24.	<p><b>Overgrown Paths Along the A607</b></p> <p>The paths are now proving very difficult to walk along and they require a good cut back. This has been reported to LCC Highways, but we are just on a list for the work to be carried out, and it is not clear how long we will have to wait for this. The Parish Council have therefore suggested we employ a grounds maintenance company to give these areas a good cut back asap.</p> <p><b>Action. VW to check with LCC if this is permitted.</b></p> <p>It was also suggested we could potentially ask the same company to give the section of grass at the top of Main Street a good cut due to the poor timings of the LCC cut programme as it is looking messy.</p> <p><b>Action: VW to check with LCC if this is permitted.</b></p>	<p>VW</p> <p>VW</p>
19/24.	<p><b>Church Benches</b></p> <p>A parishioner recently very kindly offered to paint the church benches and gates as a gesture of good will. All Councillors approved the cost for the items required to carry this work out.</p>	
20/24.	<p><b>Tree &amp; Heritage Warden Update</b></p> <p>Information on the scoping study for the Wreake Nature Recovery was recently distributed and this will feed into the Leicestershire County Council Nature Recovery Strategy.</p> <p>It was noted that as DD will be resigning from his position as Councillor and Tree &amp; Heritage Warden with the Parish Council at the end of tonight’s meeting. The Parish Council will need to advertise for a new Tree &amp; Heritage Warden. This person does not have to be a Councillor.</p> <p><b>Action: VW to advertise the position</b></p>	<p>VW</p>
21/24.	<p><b>Funding Requests</b></p> <p>No new requests have been received.</p>	

22/24.	<p><b>Correspondence</b></p> <p>a. Establishing a Rural Area Liaison Forum</p> <p>This was discussed and all Councillors agreed the Parish Council should wait for further information on this.</p>	
23/24.	<p><b>Any Other Business</b></p> <p>The Parish Council still have one vacant seat for a Councillor. A parishioner attends every meeting and was present at this meeting so he was approached to ask if he would consider becoming a Councillor. He agreed to this, and the necessary paperwork will be completed.</p>	
24/24.	<p><b>Date of Next Meeting</b></p> <p>24<sup>th</sup> June 2024</p>	

Meeting closed at 8.45pm.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_