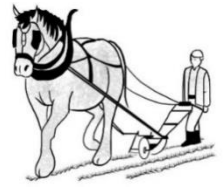


Kirkby Mallory, Peckleton and Stapleton Parish Council



Minutes of the Full Council meeting held on Tuesday 19th November 2024
at Kirkby Mallory Old School Room

Present Parish Councillors

Cllr A Porter (S) Chair,
Cllr M Hill (P)
Cllr J Newbury-Smith (KM)
Cllr S Sykes (P)
Cllr F Barson (KM)

Clerk: Roz Ward

District & County Councillors: None

Public in Attendance: None

- 24/157** **Welcome/Apologies for Absence**
Apologies were received and accepted from Cllr C Gerrard (S)
- 24/158** **Declarations by Members of Pecuniary and Non-Pecuniary Interests (in relation to Agenda items) including requests for dispensations.**
None
- 24/159** **To approve and sign the minutes of the meetings held on 29th October 2024.**
RESOLVED: The minutes of the meeting held on 29th October 2024 were reviewed, approved and signed as a true record.
- 24/160** **To receive reports from Borough and County Councillors.**
No reports were received from Borough and County Councillors.
- 24/161** **Parishioners Question Time (20 minutes are set aside for Parishioners to raise issues and ask questions, restricted to 3 minutes per person).**
No parishioners were present.
- 24/162** **Situation Updates, to receive updates and consider any necessary actions on the following items:**
- 24/162.1** **Crime Statistics – to note the latest reports for September 2024.**
Council noted the following details:
Stapleton – 2
1 x theft and 1 x burglary on Ashby Road.
Kirkby Mallory – 3
1 x criminal damage on The Close
1 x anti-social behaviour and 1 x violence/sexual offence on Desford Lane
Peckleton – 1
1 x theft on Kirkby Lane
- 24/162.2** **Playground inspections – to note the monthly inspection reports and consider any actions arising from them.**
RESOLVED: Members noted the monthly reports and confirmed the costs of the 2 sets of goal nets with the clerk of £208.06 plus vat, members wished to purchase additional clips to the value of the agreed £300. The clerk will organise the purchase.

- 24/162.3 Traffic calming – to receive an update on conversations with LCC Highways and other traffic related matters in the parish and to sign the Memorandum of Understanding relating to the installation of poles for the MVAS.**
RESOLVED: MVAS for Kirkby Mallory – the clerk to confirm order status with Coeval. Members agreed that no additional battery will be purchased at this stage and to review once the MVAS is installed. The location has been agreed and 3 members signed the Memorandum of Understanding which the clerk will send to LCC for submission. The clerk to check status with parish insurers.
- 24/162.4 Peckleton Village Hall – damp issues - to receive an update.**
 No further update was received but members agreed that Mr Chick will be asked to research grant funding for the floor repairs.
- 24/162.5 Kirkby Mallory Information Board – to receive an update**
 No design has been received, the clerk will chase as members are disappointed with response.
- 24/162.6 Old School Room, Kirkby Mallory – to receive an update**
 No further update was received.
- 24/163 Finance**
- 24/163.1** To review and approve the Bank Reconciliations for October 2024.
RESOLVED: Reviewed and signed.
- 24/163.2** Bill Payment list – to approve the list for November 2024.
RESOLVED: Members approved payments.

PAYMENT				
DATE	METHOD	PAYEE	DESCRIPTION	AMOUNT
21/11/2024	BACS	A Stretton	Clerk Salary	£570.05 *
21/11/2024	BACS	HMRC	PAYE and NI	£12.63 *
21/11/2024	BACS	Mike Smith	Playground Inspections	£45.00 *
21/11/2024	BACS	Mike Smith	Poppies	£40.00 *
12/11/2024	BACS	Zurich Insurance	Annual Insurance Premium	£1,636.10
21/11/2024	BACS	Kirkby Mallory School Room	Room Hire November mtg	£25.00 *
21/11/2024	BACS	Community Heartbeat Trust	Defibrillator Spares	£215.94 *
21/11/2024	BACS	RBL	Wreaths and Poppies	£135.60 *
21/11/2024	BACS	DM Malley	Payroll Services	£60.00 *
				£2,740.32
06/11/2024	DD	NEST	Staff Pension	£55.51
23/11/2024	DD	EE	Parish Mobile Phone	£22.21
30/11/2024	DD	Unity Trust Bank	Bank Charges	£5.40
				£2,818.04
INCOME				
04.11.2024	Direct	CCLA	Interest	£167.84
14.11.2024	Chq	National Grid	Wayleave payment	£27.29
				£167.84

- 24/163.3** **To agree 2 councillors to authorise the online payment of the accounts listed in the above.**
RESOLVED: Cllr F Barson and Cllr J Newbury-Smith agreed to process the online authorisations on Unity Bank.
- 24/163.4** **To review the cashflow forecast and agree any transfers.**
RESOLVED: Members agreed to transfer £2000 from the instant access account to the current account.
- 24/163.5** **To consider arrangements for 2025/2026 budget and to consider applying for the PCIF grant towards the potential purchase of a slide for KM recreation ground.**
RESOLVED: Members noted that an online budget meeting is agreed for Tuesday 7th January at 7pm. The members confirm the clerk will process a PCIF application which has new criteria and it was noted she has requested quotes for the slide from relevant suppliers.
- 24/163.6** **To review and sign the bank mandate**
RESOLVED: Members agreed and signed the bank mandate to allow the new clerk access to Unity Bank as an administrator.
- 24/163.7** **To consider setting up the HP instant ink account**
RESOLVED: Members agreed to set up a monthly direct debit for the printer ink to the value of £9.99.
- 24/163.8** **To consider the purchase of an extra battery for the MVAS**
Item resolved under 24/162.3 above.
- 24/163.9** **To consider the request for an additional bin in Peckleton**
RESOLVED: Members have identified a need for another bin to be installed along the bridleway within the Desford boundary, the clerk to liaise with Desford PC for update.
- 24/163.10** **To consider arrangements for the payment of invoices in December (winter recess)**
RESOLVED: Due to the winter recess there is no December meeting so bill payments will be processed on and around the 17th December 2024 for approval and will be ratified retrospectively at January's meeting.
- 24.163.11** **To agree a method for approving PCIF grant applications by community groups**
RESOLVED: No applications have been received but if any are before the closing date, members will consider them retrospectively ahead of the January meeting.
- 24/164** **Planning**
To consider the following planning applications and any received since the publication of this agenda.
- 24/164.1** 24/01022/FUL – Installation of cess tank within the Test Yard at Caterpillar UK Ltd, Peckleton Lane, Desford.
RESOLVED: Noted and no objections.
- 24/165** **Correspondence (for information only)**
An email was received regarding fly-tipping of tyres on Dadlington Lane, Stapleton. The location of the tipping was within the boundary of Dadlington and Sutton Cheney Parish Council and was dealt with by HBBC refuse, the parish does not have jurisdiction with this matter but the details were noted and will be monitored.

- 24/166 To consider arrangements and dates for The Stan Pitt Award and issuing a parish council newsletter in early 2025.**
RESOLVED: The clerk was asked to contact the office of Luke Evans MP with regards to an invitation to present the Stan Pitt Award, dates will be formalised at the next meeting. The members asked the clerk to prepare a newsletter for the new year and agreed the contents.
- 24/167 To consider the purchase of .gov.uk emails and website.**
RESOLVED: The clerk advised costs to the members which were noted but further information with regards to the google drive access to be confirmed, details to be shared at the January meeting.
- 24/168 CLOSED SESSION to exclude public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 and the LGA 1972, s100.**
- 24/169 To approve the appointment of the new Clerk/RFO**
The clerk was asked to leave the meeting.
RESOLVED: Members agreed the appointment of Miss R Ward with effect from 13th November 2024. The terms and conditions of the appointment have been agreed and the staffing committee will meet in April 2025 after the probationary period of 6 months.
- 24/170 Clerks Report – to note the content.**
RESOLVED:
- a) The clerk updated on the new defibrillator pads being issued.
 - b) Members agreed that the postal address will be the clerks home address of 83 Kirkby Road, Barwell, LE9 8FR.
 - c) Members agreed for the laptop security to be renewed with McAfee for the costs of £94.99 for 2 years and the backup with Live drive to be renewed for 1 year at cost of £60 and a USB back up to be given to chair at each meeting.
 - d) Community payback have requested a site visit for the Peckleton common clearance, welfare options to be confirmed.
 - e) It is noted the next Parish Forum is 28th November at Thornton Community Centre.
- 24/171 Members Exchange – for information and suggestion of future agenda items only.**
Chair wished everyone a Happy Christmas.
- 24/172 Date of Next Meeting:**
Tuesday 21st January 2024 at 7.30pm at Peckleton Village Hall.

Signed: _____

Date: _____