

ULLESTHORPE PARISH COUNCIL

Minutes of the Meeting of Ullesthorpe Parish Council held at the Ullesthorpe Memorial Hall on 4th December 2023 at 7.30pm

Present Councillors: Simon Smith, Marion Coombes, Julie Kavanagh and Hugh Robertson Smith
Also present was Katherine Clarke (Parish Clerk) and one parishioner

23-207 To receive apologies from members of council and accept valid reasons for absence

Apologies for absence received and accepted from Cllr. Nick Mooney. Apologies for absence also received from County and District Cllr. Rosita Page. from County and District Councillor Rosita Page.

23-208 Declarations of interest

- a. To receive members' declarations of interest in accordance with the adopted Code of Conduct and Standing Orders:** Cllr. Smith declared an interest in any matters relating to the allotments, Joint Burial Committee and pre-school. Cllr. Kavanagh declared an interest in any matters relating to the Playing Fields Association, the Joint Burial Committee and the Village Hall Committee.
- b. To receive and consider members' requests for dispensations in accordance with the adopted Code of Conduct and Standing Orders:** Dispensations granted for Cllr. Smith and Cllr. Kavanagh to discuss and vote on items relating to their declared interests.

23-209 To receive an update on the ordinary vacancy and consider co-option

No update to report.

PUBLIC PARTICIPATION SESSION

23-210 To adjourn the meeting for contributions from other representatives and members of the public

A resident from Claybrooke Parva thanked UPC for everything they have done so far in connection with the Joint Burial Committee and hopes the three parishes will work better together in the future.

COUNCIL SESSION

23-211 To receive and approve the minutes of the meeting held on 6th November 2023

Cllr. Kavanah proposed signing the minutes of the meeting held on 6th November 2023 as accurate, Cllr. Coombes seconded the proposal. The minutes are to be signed electronically.

23-212 Matters arising from the minutes of the meeting held on 6th November 2023 not included on the agenda

No matters raised.

23-213 Matters arising from County and District Cllr. Rosita Page

Cllr. Page has been in regular contact via phone and email throughout the month with the Councillors and the Clerk updating and advising on issues concerning UPC and assisting with any concerns UPC have raised.

23-214 Financial Matters:

- a. To note the bank reconciliation to 4th December 2023**

The reconciled balance on the Parish Council bank accounts on 4th December 2023 is £29,661.70.

b. To review and consider payment of accounts

Cllr. Smith proposed payment of the following accounts, Cllr. Robertson Smith seconded the proposal:

CHQ. NO.	ACCOUNT	DETAIL	AMOUNT
001510	M Sandercock	Balancing payment	£50.00
001511	LRALC	Training courses	£100.00
001512	K Clarke	Parish Clerk salary and expenses	£423.06
001513	K Clarke	NALC back-dated pay increase	£205.36
001514	H Robertson Smith	Christmas lights	£36.00

c. To note receipts

TYPE	RECEIPT	DETAIL	AMOUNT
BACS	Claybrooke Magna Parish Council	Contribution to legal fees	£962.50

d. To discuss precept setting

The precept will be set at the UPC meeting in January 2024. Any items for inclusion in the budget should be circulated via email.

e. Any other financial matters

No other financial matters raised.

23-215 Planning Matters

a. Planning applications: To consider planning application 23/00912/FUL

Change of use of existing transit site to a permanent gypsy / traveller site
Transit Site, Mere Road, Bitteswell

Resolved: UPC supports District Cllr. Page decision to call-in the application to be decided by Planning Committee rather than delegated authority.

b. Any other planning matters

No other planning matters raised.

c. To discuss January / February Local Plans Options Consultation

Harborough District Council will run a Local Options Consultation in between January and February 2024. UPC will discuss the Consultation in detail in January 2024.

23-216 To receive an update and discuss matters arising regarding Claybrooke Joint Burial Committee

Cllr. Smith brought matters raised by the Joint Burial Committee for ratification by the three Parish Councils:

1. The Joint Burial Committee representatives and clerks should open a new bank account with NatWest as soon as possible to allow the Joint Burial Committee to operate.
2. The RFO for the Joint Burial Committee should consult with NatWest to facilitate the monies being held in the former Joint Burial Board bank account to be transferred into the new account of the Joint Burial Committee as soon as possible.
3. The three Parish Councils to pay their pre-arranged 2023/24 contribution into the new account.

4. The Joint Burial Committee should contact stonemasons, qualified to ICCM standards, to obtain quotes for a new risk assessment.
5. The interim Joint Burial Committee Clerk should write to Mrs. Bennett and Mrs. Herald apologising for their treatment by the former Joint Burial Board concerning a memorial bench that has now been located.
6. The interim Joint Burial Committee Clerk should obtain quotes for new insurance as soon as possible.
7. That there will be no compensation, as requested by a stonemason, to a family over the delay in siting a memorial headstone by the former Joint Burial Board and the distress caused. The delay and distress was caused by individuals acting without authority and has now been resolved.

Cllr. Kavanagh proposed ratifying for approval items 1 to 7 above, Cllr. Coombes seconded the proposal.

Additional points noted:

1. It has been requested that the three Parish Councils add the new email and phone details for the Joint Burial Committee to their websites.
2. The Joint Burial Committee intends to respond to a Freedom of Information Request by a resident of Claybrooke Parva as vexatious. There will be no further correspondence by the Joint Burial Committee or the Parish Councils considered on this matter.
3. The provisional date for the next meeting of the Joint Burial Committee is 16th January 2024, time and location to be confirmed.

23-217 To receive an update regarding Ullesthorpe Playing Fields Association

- Cllr. Kavanagh advised that a meeting has taken place and they are getting closer to sorting the accounts, the new treasure is to be added as a bank signatory.
- A play equipment quote has been obtained and the Association is in the process of obtaining further quotes.

23-218 To receive an update and discuss matters arising regarding the railway cutting

- Cllr. Smith advised that the joiner has completed the work on the wood for the entry point. Cllr. Smith is going to meet with the joiner and the installer to agree the next steps.
- Cllr. Smith and the Clerk are going to meet with a handyman to discuss the location for the bench at the far end of the railway cutting.

23-219 To receive an update and discuss matters arising regarding village maintenance

- UPC have been advised that Harborough District Council will need to give approval for the Platinum Jubilee bench to be sited at Fairway Meadows. UPC will contact Harborough District Council.
- UPC have written to the first property on Ashby Road regarding the overhanging vegetation.
- Cllr. Robertson Smith asked if UPC would be willing to pay for Christmas lights for the fir tree in front of the village hall, the cost of the lights is £36.00. Cllr. Smith proposed paying for the lights and Cllr. Coombes seconded the proposal. Cllr. Smith thanked Cllr. Robertson Smith for his efforts.

23-220 To discuss Parish Councillor training

Cllr. Smith and Cllr. Kavanagh advised that the training courses they attended had been very useful and informative.

23-221 To discuss the content of a Parish Council newsletter

Content to date for the newsletter in January 2024 includes: a report on the litter pick, update on the bins at the playing field, play equipment, casual vacancy and options consultation.

23-222 To receive the Clerk's report on correspondence and consider any recommendations

Harborough District Council are running a consultation on polling station suitability. It was agreed that the village hall remains the most suitable location for a polling station in Ullesthorpe.

23-223 To consider items for inclusion on the agenda for the next meeting

Updates on matters arising from agenda items above.

23-224 To set the date of the next meeting of the Parish Council

The next meeting of the Parish Council will be held at 7.30pm on Monday 15th December 2023 at Ullesthorpe Village Memorial Hall.

23-225 To resolve to discuss items of a confidential nature to be debated in the absence of the press and public. Under the Public Bodies (Admission to the Meetings) Act 1960 (due to the matters being protected by legal and professional privilege).

UPC agreed unanimously to close the meeting to the press and public to discuss confidential matters.

At this point the member of the public present left the meeting. The meeting continued in a closed session, confidential notes of the session have been circulated to UPC.

Cllr. Smith closed the meeting at 8.46pm.