

## ULLESTHORPE PARISH COUNCIL

### Minutes of the Meeting of Ullesthorpe Parish Council held at the Ullesthorpe Memorial Hall on 5<sup>th</sup> February 2024 at 7.30pm

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

#### **24-021 To receive apologies from members of council and accept valid reasons for absence**

Apologies for absence received from County and District Cllr. Rosita Page.

#### **24-022 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, Marc Smith 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.

#### **24-023 To receive an update on the ordinary vacancy**

UPC have received one expression of interest.

#### **24-024 To receive an update on the casual vacancy**

The casual vacancy has been advertised.

#### **PUBLIC PARTICIPATION SESSION**

#### **24-025 To appoint a Vice Chairman and consider committee appointments**

Item deferred.

#### **24-026 To adjourn the meeting for contributions from other representatives and members of the public**

No members of the public present.

#### **COUNCIL SESSION**

#### **24-027 To receive and approve the minutes of the meeting held on 15<sup>th</sup> January 2024**

Cllr. Smith proposed signing the minutes of the meeting held on 15<sup>th</sup> January 2024 as accurate, Cllr. Coombes seconded the proposal. The minutes are to be signed electronically.

#### **24-028 Matters arising from the minutes of the meeting held on 15<sup>th</sup> January 2024 not included on the agenda**

No matters raised.

#### **24-029 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.

#### 24-030 Financial Matters:

##### a. To note the bank reconciliation to 6<sup>th</sup> February 2024

The reconciled balance on the Parish Council bank accounts on 6<sup>th</sup> February 2024 is £24,967.79.

##### b. To review and consider payment of accounts

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

CHQ. NO.	ACCOUNT	DETAIL	AMOUNT
001632	Hairy Bear Tree Surgery	Arch installation	£800.00
001633	Ullesthorpe Village Hall	Room hire	£225.00
001634	Harborough District Council	Election admin costs	£210.00
001635	Harborough District Council	Emptying of waste bins	£872.16
001636	K Clarke	Parish Clerk salary and expenses	£489.86
001637	Instantprint	Newsletter printing	£186.28

##### c. To note receipts

TYPE	RECEIPT	DETAIL	AMOUNT
-	-	-	£0.00

##### d. Any other financial matters

No other financial matters raised.

#### 24-031 Planning Matters

##### a. Planning applications:

No planning applications to consider.

##### b. Any other planning matters

No other planning matters raised.

##### c. To discuss Local Plans Issues and Options Consultation

Representatives of UPC will attend the open session in Lutterworth on 6<sup>th</sup> February 2024 to formulate their response to the consultation and report the outcome at their meeting in March 2024.

#### 24-032 To receive an update and discuss matters arising regarding Claybrooke Joint Burial Committee

Cllr. Smith advised that the Joint Burial Committee met on 16<sup>th</sup> January 2024 and will meet again on 13<sup>th</sup> February 2024.

#### 24-033 To receive an update regarding Ullesthorpe Playing Fields Association

The Association has a meeting schedule for 9<sup>th</sup> February 2024.

#### 24-034 To receive an update and discuss matters arising regarding the railway cutting

- Cllr. Smith advised that the archway has been successfully installed.
- The cost of the new bench for the far end of the railway cutting from Glasdon UK is £490.73. The cost of installation will be £295.00 plus any materials required. Cllr. Smith proposed proceeding with the purchase and installation, Cllr. Kavanagh seconded the proposal.

#### 24-035 To receive an update and discuss matters arising regarding village maintenance

- The gap behind the bus shelter and bin was logged with Leicestershire County Council, they referred it to Network Rail. UPC will advise Leicestershire County Council that it is not the responsibility of Network Rail.

**24-036 To discuss Parish Councillor training**

Cllr. Kavanagh expressed an interest in attending cemetery training.

**24-037 To discuss the Parish Council newsletter**

The draft newsletter has been circulated and approved for printing and distribution.

**24-038 To receive the Clerk's report on correspondence and consider any recommendations**

A Temporary Traffic Regulation Order (TTRO) is in place for public safety to allow Leicestershire County Council to facilitate street lighting column replacement works. A road closure is required on Station Road, Ullesthorpe beside Column 3 on the 6<sup>th</sup> February 2024 for 1 day between 09.30am and 10.30am. The proposed alternative diversion route will be via: Station Road, Main Street, College Street, Manor Road and vice-versa.

**24-039 To consider items for inclusion on the agenda for the next meeting**

Updates on matters arising from agenda items above.

**24-040 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 4<sup>th</sup> February 2024 at Ullesthorpe Village Memorial Hall.

**24-041 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).**

Meeting closed to discuss confidential matters.

***Cllr. Smith closed the meeting at 9.37pm.***