

ULLESTHORPE PARISH COUNCIL

Minutes of the Meeting of Ullesthorpe Parish Council held at Ullesthorpe Village Hall on 3rd June 2024 at 7.30pm

Present Councillors: Julie Kavanagh, Hugh Robertson Smith and Hugh Edgley
Also present was Katherine Clarke (Parish Clerk) and one member of the public.

As the Chairman was absent it was agreed that Cllr. Kavanagh should Chair the meeting.

24-108 To receive apologies from members of council and accept valid reasons for absence

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

24-109 Declarations of interest

- a. To receive members' declarations of interest:** Cllr. Kavanagh declared an interest in any matters relating to the Playing Fields Association, the Baldwins Charity and the Joint Burial Committee. Cllr. Robertson Smith declared an interest in matters relating to the village hall. Cllr. Edgley declared an interest in any matters relating to the Village Hall Committee.
- b. To receive and consider members' requests for dispensations:** Dispensations granted for Cllr. Kavanagh, Cllr. Edgley and Cllr. Robertson Smith to discuss and vote on items relating to their declared interests.

24-110 To receive an update on the casual vacancy

The Clerk advised that two potential candidates have been in contact with UPC.

PUBLIC PARTICIPATION SESSION

24-111 To adjourn the meeting for contributions from other representatives and members of the public

- A parishioner advised that the damaged sign on Frolesworth Road has been repaired.
- Phil Hague asked when the second bench will be installed at the railway cutting. UPC advised that the installation is scheduled for August 2024.
- Phil Hague advised that he is obtaining pricing for a sign to go on the archway at the railway cutting with the wording 'Muschialli's Walk' in memory of Mr. Mushcialli who left a bequest to the village. Cllr. Edgley proposed ordering the sign, Cllr. Robertson Smith seconded the proposal. Phil Hague will order the sign and UPC will reimburse him.

COUNCIL SESSION

24-112 To receive and approve the minutes of the meeting held on 28th May 2024

Cllr. Kavanagh proposed signing the minutes of the meeting held on 28th May 2024 as accurate, Cllr. Edgley seconded the proposal. The minutes are to be signed electronically.

24-113 Matters arising from the minutes of the meeting held on 28th May 2024 not included on the agenda

- Sapcote Parish Council have provided information regarding their vehicle activated signs, not speed reduction measures. UPC will ask if they can provide more information regarding speed reduction measures.
- The concerns regarding the streetlight on Frolesworth Road are still under discussion.

24-114 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.

24-115 Financial Matters:

a. To note the bank reconciliation to 3rd June 2024

The reconciled balance on the Parish Council bank accounts on 3rd June 2024 is £23,980.41.

b. To review and consider payment of accounts

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

CHQ. NO.	ACCOUNT	DETAIL	AMOUNT
0001654	Ullesthorpe Village Hall	Contribution to project	£2,500.00
0001655	J Burton	Internal audit	£120.00
0001656	K Clarke	Parish Clerk salary and expenses	£484.46

c. To note receipts

TYPE	RECEIPT	DETAIL	AMOUNT
-	-	-	£0.00

d. To receive and approve the Annual Accounts 2023/24

Cllr. Robertson Smith proposed approving the Annual Accounts 2023-24, Cllr. Kavanagh seconded the proposal.

e. AGAR 2023/24: To receive and note the Annual Internal Audit Report

The Parish Council noted the Annual Internal Audit Report, no matters were raised.

f. AGAR 2023/24: To approve the Annual Governance Statement

Cllr. Kavanagh proposed approving the Annual Governance Statement, Cllr. Robertson Smith seconded the proposal.

g. AGAR 2023/24: To approve the Accounting Statements

Cllr. Edgley proposed approving Accounting Statement, Cllr. Kavanagh seconded the proposal.

h. AGAR 2023/24: To set the commencement date for the exercise of public rights

The commencement date for the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return 2023-24 will be Wednesday 5th June 2024 and will conclude on Tuesday 16th July 2024.

i. Any other financial matters

UPC reviewed various Reserves Policy and a draft that had been prepared by the Clerk. It was agreed unanimously that UPC agreed to the policy in principle but would like to defer adoption until Cllr. Smith is present.

24-116 Planning Matters

- a. **Planning applications:** no applications to consider.
- b. **Any other planning matters:** no other planning matters raised.

24-117 To receive an update and discuss matters arising regarding Claybrooke Joint Burial Committee
Item deferred until Cllr. Smith is present as he is the UPC representative on the Joint Burial Committee.

24-118 To receive an update and discuss matters arising at the Village Hall

- Cllr. Robertson Smith stated that the contribution by UPC of £2,500.00 to the Village Hall project was not acceptable. He would like UPC to give assurance to the Village Hall Committee that it will sponsor activities to 'x' amount. Worst case scenario would mean an extra levy on the precept for 2025/26.
- UPC discussed the possibility of selling the mower that is no longer used to raise additional funds to support the project.

24-119 To receive an update regarding Ullesthorpe Playing Fields Association

Cllr. Kavanagh advised that there is nothing further to report from the last UPC meeting held on 28th May 2024.

24-120 To receive an update and discuss matters arising regarding the railway cutting

Item deferred until Cllr. Smith is present.

24-121 To receive an update and discuss matters arising regarding village maintenance

It was reported that the hedge at 3 and 5 Fairways Meadows has been cut.

24-122 To discuss Parish Councillor training

No update to report.

24-123 To discuss social media communications

Item deferred.

24-124 To receive the Clerk's report on correspondence and consider any recommendations

No matters raised.

24-125 To consider items for inclusion on the agenda for the next meeting

- Updates on matters arising from agenda items above.
- Adoption of Reserves Policy for UPC.

24-126 To set the date of the next meeting of the Parish Council

The date of the next meeting of the UPC is Monday 1st July 2024 at 7.30pm in Ullesthorpe Village Hall.

24-127 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).

No matters raised.

Cllr. Kavanagh closed the meeting at 8.24pm.

3rd June 2024

APPROVED AS ACCURATE 01.07.24.