

## ULLESTHORPE PARISH COUNCIL

**Minutes of the Meeting of Ullesthorpe Parish Council held in Ullesthorpe Village Hall on Thursday  
4<sup>th</sup> April 2022 at 7.30pm**

**Present Councillors:** Simon Smith, Hugh Robertson Smith, Marion Coombes and Nick Mooney.

**In attendance:** Katherine Clarke (Parish Clerk) and two members of the public.

### **22-021 To receive apologies for absence**

No apologies for absence received.

### **22-022 To receive Declarations of Members' Interests on items on the agenda**

*Members are asked to declare personal interests in any item on the agenda. Members are reminded that the Code of Conduct which took effect from 7 August 2012 provides that they should declare the existence and nature of their personal interest at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is prejudicial, they should withdraw from the room and not seek improperly to influence a decision about that matter.*

No declarations of interest received.

### **22-023 To co-opt a Councillor to fill casual vacancy from Lesley Chamberlain**

Item deferred until the next meeting.

### **22-024 To note any questions or comments from the public (15 minutes)**

No members of the public present.

### **22-025 To approve as accurate the minutes of the meeting held on 10<sup>th</sup> March 2022**

Item deferred until the next meeting.

### **22-026 Matters arising from District and County Councillor 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.

### **22-027 Planning Matters:**

#### **a. Any other planning matters**

No matters raised.

### **22-028 Financial Matters**

#### **a. To note the Bank Reconciliation to 04.04.22**

The last bank statement received, dated 04.03.22, has been reconciled to the cash book. The reconciled balance on the account is £24,205.00.

#### **b. To approve accounts for payment**

Cllr Smith proposed, and Cllr Coombes seconded payment of the following accounts:

CHQ NO	PAYEE	DETAIL	AMOUNT
001484	LRALC	Annual subscription	£331.08
001485	Harborough District Council	Emptying of bins – Oct 21 to Dec 21	£162.89
001486	Harborough District Council	Emptying of bins – Jan 22 to Mar 22	£162.89
001487	S Smith	Expenses: mower – oil filter etc.	£103.68
001488	K Clarke	Parish Clerk salary and expenses	£354.03

### **22-029 To receive an update on the railway cutting and discuss any other matters**

- Cllr Smith has contacted Peter Leadbetter to advise that UPC will shortly be commissioning a

carved bench for the railway cutting.

- Cllr Smith has spoken to TJC Agricultural and Phil Hague regarding an archway for the railway cutting. Cllr Smith suggested UPC make a small model of what they would like and then discuss the final product with TJC Agricultural and Phil Hague.
- UPC have received three quotes for the preparation of a tree survey for the railway cutting. The quotes have been circulated to UPC for consideration. Cllr Smith proposed accepting the quote from Symbiosis Consulting Ltd to undertake the survey at a cost of £1,105.00 plus VAT, Cllr Mooney seconded the proposal and Cllr Coombes agreed.
- Cllr Smith advised that the top step into the railway cutting has become a trip hazard. Cllr Smith proposed stabilising the step as a matter of urgency, Cllr Mooney seconded the proposal. Cllr Smith and Cllr Mooney will undertake the work.

#### **22-030 To discuss any matters arising regarding village maintenance and environmental matters**

- Cllr Smith has sent images of the village sign to AGS joinery, they would like to come out and view the sign before quoting for a renovation. Cllr Robertson Smith advised that the sign was made originally by Paddy Howlett.
- Repair Shop struggling to find history of the sign – Paddy Howlett made the original.
- Cllr Smith has had a look at various noticeboards in other parishes and will look at the one in Claybrooke Magna. It was agreed that a board that has longevity is more practical and a better use of money.
- Cllr Smith has obtained a quote for parts to stop the oil leak from the top of the engine. An updated rocker switch is required at a cost of £21.00. Cllr Smith proposed purchasing the rocker switch, all agreed. quote for mower – oil leak from top of engine – SS has researched with engine manufacturer.
- Cllr Robertson Smith has completed the biodiversity sessions at LCC.

#### **22-031 To receive an update on the Joint Burial Board**

- Cllr Robertson Smith advised that he has not handed over the financial documentation, collected from the previous Joint Burial Board Clerk, Maurice Howell, to the Joint Burial Board. Cllr Robertson Smith gave a full update regarding the Joint Burial Board, he expressed concerns and recommended retention of the financial records with the intention of UPC overseeing financial transactions.
- UPC requested that Cllr Robertson Smith hands over the financial paperwork to the Joint Burial Board, Cllr Robertson Smith agreed.

***At this point in the meeting Cllr Robertson Smith resigned as the UPC representative on the Joint Burial Board and as a Parish Councillor, with immediate effect and left the meeting. UPC accepted the resignations.***

- Cllr Smith proposed that he takes over as UPC representative on the Joint Burial Board with immediate effect, Cllr Combes seconded the proposal and Cllr Mooney agreed. Cllr Smith will arrange to collect the financial paperwork from Mr. Robertson Smith and take it to the Joint Burial Board.
- UPC will write to Mr. Robertson Smith to thank him for all the work he has undertaken on behalf of UPC.

#### **22-032 To receive an update on plans for the Queen's Platinum Jubilee in 2022**

- Cllr Mooney provided a brief update on the events that will be taking place over the four days.
- There is concern re. public liability regarding the Playing Field.

- UPC have applied for both Platinum Jubilee grants offered by Harborough District Council.
- Cllr Smith noted thanks to all that have been involved with the organisation of the events.

**22-033 To agree the content of the Parish Council newsletter**

Possible content for the Parish Council newsletter:

- Social media
- Parish Council meeting dates
- Casual vacancies
- Platinum Jubilee celebrations
- Playing field by-law re. dogs
- Railway cutting consultation
- District Council and County Council website details

**22-034 Clerk's Report and Correspondence**

- UPC noted that they have received a complaint regarding the conduct of a Parish Councillor. The matter was not discussed further at this meeting as it was not an agenda item. UPC will ask Harborough District Council for advice.

**22-035 A.O.B. – FOR NOTIFICATION ONLY**

- Cllr Smith advised that the remaining balance of £30.20 for the War Memorial has been spent on materials to maintain the Memorial.
- The Parish Council will contact Harborough District Council for advice regarding the Neighbourhood Plan.
- UPC have received the annual report from the Marc Smith Charity.

**22-036 Date of next meeting**

The next ordinary meeting of UPC will be held on 9<sup>th</sup> May 2022 at 7.30pm at Ullesthorpe Village Hall.  
***Post-meeting note, the May meeting of the Parish Council was deferred until 16<sup>th</sup> May 2022.***

***The Chair closed the meeting at 9.55pm.***

**APPROVED AS ACCURATE ON 16.05.22.**