

**Minutes of the Parish Council Meeting held on Monday, 1 July 2024 at 7:30 pm, at the Parish Council Offices, 1 London Road, Kegworth**

Present: Cllrs P Forster, M Hawksworth, S Langley-Evans, A Priestley, R Sutton, W White, H Williams, also Clerk D Griggs, and two members of the public

**102/24 Apologies for Absence:** It was resolved to accept apologies for absence from Cllr Sewell. Reasons given and approved. Proposed by Cllr Priestley, seconded by Cllr Langley-Evans, unanimously agreed.

**103/24 Declarations of Interest:** None

**104/24 Chairman’s Announcements:** Councillors were informed that the District Council were to record a promotional video of Kegworth during July, which would include footage of Sideley Park. They were asked to advise the Clerk of any other key features of Kegworth which should be included in the video.

**105/24 Public Participation:** None

**106/24 Review Current Position re Filling Council’s Vacant Seats and Agree Any Actions:** Councillors considered an application for co-option to the Council. They resolved to co-opt Mandy Connolly to the Council. Proposed by Cllr Langley-Evans, seconded by Cllr White, unanimously agreed. Cllr Connolly signed the Declaration of Acceptance of Office and joined the meeting.

**107/24 Police Report and Discuss Police Matters, including Issues with Parking in the Village, and Agree Actions:** The Police did not attend the meeting and no report was available. The Clerk gave councillors the latest crime figures for Kegworth from the Leics Police website, which were for April 2024. These showed 37 crimes during that month. Councillors were asked to consider a request from the District Council to temporarily use the CCTV camera from the Market Place for another purpose. It was resolved that this request be declined. Proposed by Cllr Sutton, seconded by Cllr Forster (5 for, 2 abstentions). Cllr Williams raised the matter of cars parking on pavements in areas of Kegworth. Councillors agreed that a campaign of enforcement was needed once the Market Place works were completed. They agreed to put this on a future agenda for a decision on how to progress the matter further.

**108/24 Receive Reports from the District and County Councillors:** Cllr Pendleton spoke as County Councillor and advised that a rota was available from the District Council which showed the schedule of visits for the parking enforcement officer. Cllr Sutton gave a report as one of the District Councillors, which included a brief update about the Freeport development. He advised that more information was available if anyone were interested. He also confirmed that the District Council’s 2021/22 unaudited, draft accounts had been published. He gave councillors information about an issue with a property in Kegworth, which various departments of the District Council were working on. He asked councillors for help with suggestions for a nomination for the District Council’s 50<sup>th</sup> anniversary community award.

**109/24 Approval of Minutes of the Parish Council Meeting of 3 June 2024:** Councillors resolved to approve the minutes of the meeting held on 3 June 2024. Proposed by Cllr White, seconded by Cllr Sutton (5 for, 2 abstentions).

Signed .....

Dated .....

110/24 **Review of the Council's Reserves Policy:** Councillors reviewed the reserves policy. They resolved to adopt the policy after making one minor change. Proposed by Cllr Priestley, seconded by Cllr Sutton (6 for, 1 abstention).

111/24 **Review of the Council's Professional Development Policy:** Councillors reviewed the professional development policy. They resolved to adopt the policy with no changes. Proposed by Cllr Priestley, seconded by Cllr White (6 for, 1 abstention).

112/24 **Receive a Report on the Probationary Period Review for the Village Grass Cutting Contract and Agree any Actions:** Councillors received the report tabled by the Clerk, which showed things were going well. They noted the minor observations made by the contractor which the Clerk would deal with.

**113/24 Finance:**

- a. The Council's expenditure against cost centre budgets year to date was reviewed and total bank balances of £267,815.86 were noted as at 12 June 2024.
- b. Councillors noted the income received for the month and resolved to approve the following payments. Proposed by Cllr Priestley, seconded by Cllr Sutton, unanimously agreed.

Invoice Date	Payee		Amount inc VAT £
05.06.24	Miller's Elite Window Washing	Window Cleaning - Parish Office	18.00
06.06.24	Sharp Business Systems	Photocopying Charges - May 2024	30.00
10.06.24	D Buxton	Cemetery Gardening	45.76
10.06.24	Rural Trader (UK) Ltd	Distribution of Newsletter	109.98
10.06.24	Leics County Council	TTRO for Church Wall Works September 2023	1450
14.06.24	Water Plus	Water Charges - Parish Office	20.88
20.06.24	Nest Pensions	Pension Contributions	307.48
17.06.24	4Com Network Services	Phone & Broadband Charges	7.50
10.06.24	Rural Trader (UK) Ltd	Newsletter Distribution	109.98
15.06.24	Barclaycard	Statement June 2024 - Spare Part for Tools	53.90
20.06.24	Midland Stone Masonary Ltd	Retention Payment re Church Wall Works (Nottm Rd)	1447.36
21.06.24	G Burley & Sons Ltd	Village Hanging Baskets	2188.80
22.06.24	Personnel Advice & Solutions	HR Services	120.00
28.06.24	Staff	Staff Salaries & NI Contributions	3235.16
28.06.24	BowlerG	Grounds Maintenance	1900.00
27.06.24	Second Element	Correction to Invoice Underpayment (424122) re VAT	90.00
28.06.24	EDF	Gas Charges - Parish Office	13.31
28.06.24	P Robinson	Sideley Park Gardening	150.00
		<b>Total</b>	<b>11298.11</b>
<b>Bank Transfers</b>			
<b>21/05/24 - 12/06/24</b>	Between Current & Reserve Account		<b>0.00</b>
<b>Income</b>			
<b>21/05/24 - 12/06/24</b>	Allotment Rents/Bond Payments		32.00
	Cemetery Income		280.00
	Precept (to correct underpayment previous mth)		0.00
	Bank Interest		127.06
	VAT Refund		0.00
			<b>439.06</b>

- c. Councillors considered quotes for the telephone and broadband contract and resolved to accept a quote from FrogboxIT. This would come into effect at the end of the current contract with a different provider. Proposed by Cllr Sutton, seconded by Cllr Langley-Evans (6 for 1 abstention).

**114/24 Planning:**

a. Councillors considered the planning applications. It was resolved to make no comment on planning applications [24/00720/FUL](#) - Raising of ridge height and installation of rooflights into the rear roof slope so as to facilitate habitable accommodation, erection of a first-floor front extension, demolition of single-storey rear extensions and erection of a new single-storey rear extension and erection of a detached outbuilding to provide for a study/garden room at 84 Sideley, Kegworth, and [24/00646/FUL](#) - Erection of two and single storey rear extensions, new windows in the front elevation, blocking up of front door and erection of retaining wall at the rear at 13 Dragwell Kegworth (Re-consultation). It was resolved to make a further comment on the appeal application [APP/G2435/W/24/3342568](#) – Appeal Under Section 78 of the Town and Country Planning Act 1990, Change of use to a large HMO for up to 11 people (resubmission of planning application 23/01173/FUL) for 1 Station Road, Kegworth, and to object to planning application [24/00727/OUTM](#) - Outline planning permission (means of access from A453 fixed; all other matters reserved for future determination) for the construction of employment floorspace (use classes B2/B8) with ancillary (integral) offices (use class E(g)(i)); and associated infrastructure including earthworks, internal estate road, parking and landscaping (all) - Land South Of A453 Ashby Road North Of Hyam's Lane Castle Donington. Arising comments were agreed for submission.

b. The Clerk did not have any decisions to report.

**115/24 Exclusion of Press & Public:** It was resolved that, in view of the confidential nature of the following agenda items, the press and public be excluded from the meeting, in accordance with the Public Bodies (Admission to Meetings) Act 1960, Section 1.

**116/24 Receive Recommendations from the HR Committee and Agree Actions:** Councillors were advised that Cllr William White had been elected as chairman of the HR Committee for 2024/25. Councillors resolved to agree a pay recommendation in accordance with a staff contract. Proposed by Cllr Priestley, seconded by Cllr Langley-Evans, unanimously agreed. Councillors resolved to recruit a part time member of staff to support the Clerk’s workload. The recruitment and selection process to be carried out by the HR committee, in consultation with the Clerk, in accordance with the HR terms of reference document. Proposed by Cllr Priestley, seconded by Cllr Langley-Evans, unanimously agreed.

The meeting closed at 8:52 pm.

Signed .....

Dated .....