

Minutes of the Parish Council Meeting held on Monday, 5 August 2024 at 7:30 pm, at the Parish Council Offices, 1 London Road, Kegworth

Present: Cllrs M Connolly, P Forster, M Hawsworth, S Langley-Evans, C Sewell, R Sutton, H Williams, also Clerk D Griggs, and two members of the public

117/24 Apologies for Absence: It was resolved to accept apologies for absence from Cllrs Priestley and White. Reasons given and approved.

118/24 Declarations of Interest: Cllr Forster declared an interest in planning application [24/00866/FUL](#) - Erection of single storey rear extension - 6 Foxhills, Kegworth, as he was a neighbour (see Minute 133/24).

119/24 Chairman's Announcements: The Chair of the meeting advised councillors that the District Council had sent correspondence to confirm the enforcement case regarding the planting of trees in the churchyard had been closed. He confirmed that the staff recruitment documents had been drafted and would be considered at the next HR committee meeting. He advised that meetings regarding bin allocations and highways matters had been held with the District and County Councils respectively. The chair also asked councillors to consider any community assets which they might wish to see registered as this would be on a future agenda and he advised councillors that the Clerk's credit card limit had been increased, as recommended by the internal auditor.

120/24 Public Participation: One member of the public spoke about the lack of recycled bin collections for a property off London Road during the re-surfacing works. She said she had also actively sought a change to the proposed temporary cancellation of the bus services during the works and was pleased that a temporary solution was put in place. The other member of the public asked about street cleaning, specifically on Packington Hill, where weeds were growing. He also said he was disappointed by a lack of response from the Police & Crime Commissioner whom he had written to on more than one occasion.

121/24 Police Report and Discuss Police Matters: The Police did not attend the meeting. A Kegworth Parish Update had been received, however, covering the month of July. This showed a total of 16 acquisitive crimes for the month – one for burglary, one for attempted burglary, 5 for shoplifting, one of criminal damage, 2 for public order offences, 2 assaults, and 4 for anti-social behaviour. The Clerk would share the report on social media.

122/24 Receive Reports from the District and County Councillors: Cllr Sewell advised she had received notification from the Chief Superintendent advising that a specialist team had been put in place to deal with any local incidents of unrest, as seen in some areas of the country during the week. She also advised that National Planning Policy Framework changes could affect planning decisions, impacting on Kegworth. Cllr Sutton advised he was communicating with the County Council to seek a solution to the litter which was accumulating in the laybys near Kegworth.

123/24 Approval of Minutes of the Parish Council Meeting of 1 July 2024: Councillors resolved to approve the minutes of the meeting held on 1 July 2024. Proposed by Cllr Forster, seconded by Cllr Langley-Evans (6 for, one abstention).

Signed

Dated

124/24 Approval of Minutes of the HR Committee Meeting 1 July 2024: Councillors resolved to approve the minutes of the HR meeting held on 1 July 2024. Proposed by Cllr Williams, seconded by Cllr Forster (3 for, 4 abstentions).

125/24 Review Second Draft of the Council's Community Resilience Plan: Councillors resolved to adopt the plan. Proposed by Cllr Sutton, seconded by Cllr Langley-Evans, unanimously agreed.

126/24 Consider the Police & Crime Commissioner Survey and Agree any Response: Councillors resolved to complete the survey as individuals and to encourage members of the public to do so too.

127/24 Approve the Draft Newsletter: After making some changes, councillors resolved to approve the draft newsletter.

128/24 Receive a Report regarding Allotments and Agree any Actions: Councillors resolved to issue a notice to quit to the two tenants who have neglected their plots long term, if these have not been improved after correspondence had been sent. Proposed by Cllr Sutton, seconded by Cllr Langley-Evans, unanimously agreed. Councillors resolved to use the funds allocated in the budget for allotment maintenance to clear some vacant allotments on School Alley which had been neglected. Proposed by Cllr Connolly, seconded by Cllr Forster, unanimously agreed.

It was also resolved to add a clause to the allotment tenancy agreements from renewal in October 2024 advising that rents may be increased during the tenancy, after giving 12 months' notice to the tenant, and that it is the Council's intention to increase the annual rental amounts by 5% (proposed by Cllr Langley-Evans, seconded by Cllr Sewell, unanimously agreed) and the one-off bond fee to £40 (proposed by Cllr Sutton, seconded by Cllr Hawksworth, unanimously agreed) from 1 October 2025.

129/24 Consider Applying for a Licence to Install a Bench on Ashby Road: As further information had been received from the County Council on this matter after the agenda and papers were issued, it was resolved to defer a decision to the next meeting.

130/24 Receive Information regarding Electrical Vehicle Charging and Agree any Actions: It was resolved to ask the Clerk to gather more information from the District Council regarding the installation of EV charging points and possible locations.

131/24 Receive Information regarding a Snow Warden Scheme and Agree any Actions: It was resolved to become part of the snow warden scheme for the Winter season 2024/25 and to send the lengthsman on the training being offered.

132/24 Finance:

- a. The Council's expenditure against cost centre budgets year to date was reviewed and total bank balances of £247,735.67 were noted as at 30 July 2024.
- b. Councillors noted the income received for the month and resolved to approve the following payments. Proposed by Cllr Sutton, seconded by Cllr Langley-Evans, unanimously agreed.

Invoice Date	Payee		Amount inc VAT £
19.06.24	SSE	Electricity Charges - Parish Office May 2024	6.07
01.07.24	D Buxton	Cemetery Gardening June 2024	68.64
05.07.24	Siemens Financial Services	Photocopier Rental - Quarterly Payment	118.38
09.07.24	Sharp Business Systems	Photocopying Charges - May 2024	30.00
14.07.24	Water Plus	Water Charges - Parish Office	20.23
10.07.24	LRALC Ltd	Councillor Training	30.00
10.07.24	Nest Pensions	Pension Contributions	338.27
14.07.24	LNC Property Services Ltd	Repair of Church Floodlight	96.00
15.07.24	Barclaycard	Screwfix - Strimmer Part	26.56
18.07.24	4Com Network Services	Phone & Broadband Charges	8.38
19.07.24	SSE	Electricity Charges - Parish Office June 2024	53.31
20.07.24	North West Leics District Council	Works from Memorial Inspection	222.00
22.07.24	Personnel Advice & Solutions	HR Services	120.00
25.07.24	Leics County Council	Tree Survey and Report	2322.00
28.07.24	Staff	Staff Salaries & NI Contributions	3486.53
28.07.24	BowlerG	Grounds Maintenance	1900.00
29.07.24	Moore East Midlands	External Audit Fee	504.00
01.08.24	P Robinson	Sideley Park Gardening	150.00
05.08.24	D Griggs	Plants for Village Planter	11.97
05.08.24	EDF Energy	Gas Charges - Parish Office	10.43
05.08.24	D Buxton	Cemetery Gardening July 2024	91.52
		Total	9614.29
Bank Transfers			
01/07/24-30/07/24	Between Reserve & Current Account		25000.00
Income			
01/07/24-30/07/24	Allotment Rents/Bond Payments		0.00
	Cemetery Income		450.00
	Bank Interest		0.00
	Misc Income		9.06
	VAT Refund		472.31
			931.37

- c. Councillors received a quote to install the RBL benches in the cemetery. It was resolved to ask the Clerk to obtain a further quote for comparison. Proposed by Cllr Williams, seconded by Cllr Sewell, (6 for, one abstention).
- d. Councillors received a quote to repair part of the pathway in the Garden of Remembrance at the cemetery. It was resolved to ask the Clerk to obtain a further quote for comparison. Proposed by Cllr Sewell, seconded by Cllr Langley-Evans (6 for, one abstention).
- e. It was resolved to engage the services of Parkinson, Dodson and Associates Ltd to manage the cemetery extension and churchyard steps projects. Proposed by Cllr Sutton, seconded by Cllr Forster, unanimously agreed.
- f. Councillors received the external auditor's report, which showed no matters of concern. They noted that the audit of the accounts for the year ended 31/3/24 was complete and the accounts had been published.

133/24 Planning:

- a. Councillors considered the planning applications. It was resolved to make no comment on planning applications [24/00764/FUL](#) - Demolition of existing garage and erection of two storey annex extension and the demolition of conservatory and erection of single storey extension (Option 1) - 2 Langley Drive, Kegworth, [24/00763/FUL](#) - Demolition of existing

Signed

Dated

garage and erection of single storey annex extension and the demolition of conservatory and erection of single storey extension (Option 2) - 2 Langley Drive, Kegworth, [24/00953/AIR](#) - Demolition of a building and replacement modular building – 110 Beverley Road, East Midlands Airport, [24/00968/AIR](#) - Replacement of Electricity Substation - Substation A, Anson Road, Western Maintenance Area, East Midlands Airport, [24/00935/TCA](#) - Works to reduce branches of 3no lime trees (Unprotected tree in a conservation area) - 40 High Street Kegworth, or [24/00872/ADC](#) - Retention of 2no. non-illuminated fascia signs, 2no. internally illuminated fascia signs and 2no. internally illuminated totem signs – Unit 1 Wilders Way Kegworth.

It was resolved to remain neutral, but to make comment on planning application [24/00887/FUL](#) - Erection of two storey office building with associated work - 63 Nottingham Road, Kegworth, and arising comments were agreed for submission.

As Cllr Forster had declared an interest in planning application [24/00866/FUL](#) - Erection of single storey rear extension - 6 Foxhills, Kegworth, he left the room while this was considered and did not take part in the discussion. Councillors resolved to make no comment on this application.

Cllr Forster re-joined the meeting.

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

The meeting closed at 9:15 pm.