

Kirkby Mallory, Peckleton and Stapleton Parish Council



Minutes of the Full Council meeting held on Tuesday 21st January 2025
at Peckleton Village Hall at 7.30pm

Present Parish Councillors

Cllr A Porter (S) Chair,
Cllr M Hill (P) Vice-Chair
Cllr J Newbury-Smith (KM)
Cllr S Sykes (P)
Cllr F Barson (KM)
Cllr C Gerrard (S)

Clerk: Roz Ward

Borough & County Councillors: Two (Cllr Mark Bools and Cllr Joyce Crooks)

Public in Attendance: Two

24/173 Welcome/Apologies for Absence

No apologies were received.

24/174 Declarations by Members of Pecuniary and Non-Pecuniary Interests (in relation to Agenda items) including requests for dispensations.

RESOLVED: Members accepted declarations of interest from Cllr Mark Hill and Cllr Sarah Sykes as they are members of the committee of Peckleton Village Hall. Cllr Mark Hill also noted a declaration for the planning application for Bankfield House.

24/175 To approve and sign the minutes of the meeting held on 19th November 2024.

RESOLVED: The minutes of the meeting held on 19th November 2024 were reviewed, approved and signed as a true record.

24/176 To receive reports from Borough and County Councillors.

A report was received from Borough Councillors prior to the meeting.

Cllr Mark Bools updated members on the white paper reorganisation to a Unitary council and noted the current position on the traffic management plan for the development in Newbold Verdon.

Cllr Joyce Crooks joined the meeting at 8.15pm due to HBBC planning meeting.

24/177 Parishioners Question Time (20 minutes are set aside for Parishioners to raise issues and ask questions, restricted to 3 minutes per person).

Two members of the public were in attendance.

One resident raised the issue with the poor road surface, drain issues on Stapleton Lane at the rear of the track at Kirkby Mallory and wanted the PC to assist with contacting Highways and to confirm the responsibilities and to raise the issue with lack of road marking at the crossroads.

The second resident was invited to speak on item 6.4 Peckleton Village Hall.

- 24/178** **Situation Updates, to receive updates and consider any necessary actions on the following items:**
- 24/179.1** **Crime Statistics – to note the latest reports for November 2024.**
Council noted the following details:
Stapleton – 7
2 x violence offences on Green Lane
1 x public order offence on Manor Crescent
1 x violent offence on School Lane
2 x vehicle crimes and 1 x burglary on A447
Kirkby Mallory – 1
1 x theft on Desford Lane
Peckleton – 0
- 24/179.2** **Playground inspections – to note the monthly inspection reports and consider any actions arising from them.**
RESOLVED: Members noted the monthly reports and the annual ROSPA inspection reports, only issues raised were the replacement of the basketball backboard which is on the agenda and for the clerk to ask the groundsman to paint the gym equipment over the summer. The clerk to contact the mole man.
- 24/179.3** **Traffic calming/MVAS Installation**
RESOLVED: MVAS for Kirkby Mallory – LCC are expected to install the poles on 28th January 2025 and Coeval expect the units to be ready at month end. The clerk has chased for software and requested assistance at installation on how to retrieve the data on all units.
- 24/179.4** **Peckleton Village Hall – damp issues - to receive an update.**
No further update was received but members agreed that Mr Chick will be asked to research grant funding for the floor repairs. The clerk to forward the architects report to Mr Chick and the floor will be monitored.
- 24/179.5** **Kirkby Mallory Information Board – to receive an update**
Members were given a draft design for consideration and further work on the design and content are needed. Cllr Barson will liaise with the clerk and designer. An urgent decision is now required on this to ensure the funding is granted.
- 24/179.6** **Old School Room, Kirkby Mallory – to receive an update**
Cllr Crooks advised members that the initial offer to purchase the Old School Room had not been accepted.
- 24/180** **Finance**
- 24/180.1** To review and approve the Bank Reconciliations for December 2024 retrospectively and January 2025
RESOLVED: Reviewed and signed.
- 24/180.2** Bill Payment list – to approve the list for December 2024 retrospectively and January 2025
RESOLVED: Members approved payments.

PAYMENT				
DATE	METHOD	PAYEE	DESCRIPTION	AMOUNT
17.12.24	BACS	R Ward	Clerk Salary (November)	£385.32
17.12.24	BACS	HMRC	PAYE and NI	£56.20
17.12.24	BACS	Mike Smith	Playground Inspections	£45.00

17.12.24	BACS	Mark Harrod Ltd	Goal nets, clips and wheel	£310.14
17.12.24	BACS	R Ward	Expenses	£183.00
17.12.24	BACS	ICO registration	Information Commissioners	£40.00
17.12.24	BACS	MVAS Pole Installation	Leicestershire County Council	£500.00
				<u>£1,519.66</u>
06/12/2024	DD	NEST	Alex Final Pension	£55.51
23/12/2024	DD	EE	Parish Mobile Phone	£22.21
31/12/2024	DD	Unity Trust Bank	Bank Charges	£6.00
				<u><u>£1,597.38</u></u>
INCOME				
03/12/2024	Direct	CCLA	Interest	£157.96
				<u><u>£157.96</u></u>

BILL PAYMENT LISTING - JANUARY 2025

DATE		Method	PAYEE	DESCRIPTION	AMOUNT
21.1.25	1	BACS	R WARD	SALARY (DEC)	643.24
21.1.25	2	BACS	R WARD	SALARY AMENDMENT (NOV)	20.28
21.1.25	3	BACS	HMRC	PAYE/NI	172.22
21.1.25	4	BACS	M SMITH	PLAYAREA INSPECTIONS	45.00
21.1.25	5	BACS	HBBC	BIN CLEANSING	465.19
21.1.25	6	BACS	PLAY INSPECTION CO	ROSPA REPORTS	216.60
21.1.25	7	BACS	KMOSR	ROOM HIRE	14.00
21.1.25	8	BACS	R WARD	HP INSTANT INK	13.49
21.1.25	9	BACS	R WARD	NET HOOKS X 2 PACKS (Stapleton)	75.52
21.1.25	10	BACS	MARK HARROD LTD	NET HOOKS X 2 PACKS (KM)	41.95
21.1.25	11	BACS	LRALC	INTERNAL AUDIT FEE	245.00
					1952.49
10.1.25		DD	NEST	STAFF PENSION	56.42
23.12.24		DD	EE	MOBILE PHONE	23.56
31.1.25		DD	UNITY TRUST BANK	BANK CHARGES	6.00
					85.98
					2038.47

INCOME

3.1.25		DD	CCLA	INTEREST	161.42

24/180.3 To agree 2 councillors to authorise the online payment of the accounts listed in the above.
RESOLVED: Cllr F Barson and Cllr J Newbury-Smith agreed to process the online authorisations on Unity Bank.

- 24/180.4 To note quarterly report and update on the accounts software**
RESOLVED: Members were advised that the quarterly report was unavailable as the accounts software needs some updates, the clerk has contacted the software designer for assistance with the update and expects to bring the information to the February meeting.
- 24/180.5 To sign the bank summary for change of administrator and postal address**
RESOLVED: Chair, Cllr Hill and Cllr Sykes signed the banking summary form.
- 24/180.6 To review the cashflow forecast and agree any transfers.**
RESOLVED: The clerk advised that no transfer is needed until next month.
- 24/180.7 To agree the budget for financial year 2025/2026**
RESOLVED: Members met on 7th January 2025 to discuss the budget figures for financial year 2025-2026 and the figures were reviewed and the budget figure of £43,118 was agreed at this meeting.
- 24/180.8 To agree the precept amount for financial year 2025/2026 and sign the letter of request**
RESOLVED: Members agreed the precept amount for financial year 2025-2026 would be £43,118 and the chair signed the letter of request to HBBC. This equates to a Band D Council Tax of £88.07 (£87.84 in 2024/25) this is a 0.3% Increase from the 2024/25 Band D Council Tax.
- 24/180.9 To agree the financial management risk assessment**
RESOLVED: Members agreed to accept the financial management risk assessment for 2025.
- 24/180.10 To update on the PCIF grant towards the potential purchase of a slide for KM recreation ground**
No update has been received.
The completed application was sent to HBBC on 25th November 2024.
- 24/180.11 To review and sign the CCLA change of details form**
RESOLVED: Members agreed and signed the letter of authority to change of user and postal address.
- 24.180.12 To agree a method for approving PCIF grant applications by community groups**
RESOLVED: No applications have been received
- 24.180.13 To consider the purchase of a new laptop**
RESOLVED: Members agreed for the clerk to source laptop options to the value of £500.
- 24.180.14 To review costs for a new backboard for the basketball net at KM**
RESOLVED: Members were given costings for a new backboard, hoop and net for KM at the cost of £316.64 plus VAT from Just Rackets Ltd.
- 24.180.15 To note update on the wayleave cheque**
RESOLVED: The clerk updated the members on the cancelled cheque and that National Grid had covered the bank charges, the clerk awaits a new paying in book.
- 24.180.16 To consider quote for updating the noticeboards and defibrillator information**
RESOLVED: Members were given a quote for new labels for the noticeboards to update the new parish name, the defibrillator labels will be deferred until the new email addresses have been confirmed. Costs agree of £45 plus Vat with Nuneaton Signs.

24.180.17 To agree appointment of internal auditor

RESOLVED: LRALC confirmed that the PC must use the internal audit services for year financial year 2024-25 as there is a 12 month notice period required so members agreed to pay the £245 for the next internal audit. Members wish to review the notice period before year end.

24.180.18 To sign the change of details letter for EE

RESOLVED: Chair signed the letter of authorisation to change user name and postal address.

24.180.19 To agree to renew the Microsoft subscription

RESOLVED: Members agreed for the clerk to renew the subscription at the cost of £59.99.

24/181

Planning

To consider the following planning applications and any received since the publication of this agenda.

24/01049/AGDO – Erection of general purpose agricultural building – Land off Peckleton Lane, Desford.

Closing date – 14.12.24

24/01056/HOU – Single Storey rear extension – Bankfield House, 15 Hill Close, Peckleton – Closing date 14.12.24

24/00854/REM – Application of Reserved Matters (site, layout, scale, appearance and landscaping) of outline planning application 22/00277/OUT for 239 dwellings with associated internal road layout, car parking, drainage and landscaping. – Land East of The Windmill, Brascote Road, Newbold Verdon – closing date 19.12.24.

24/01140/HOU – Two Storey rear and side extension, front boundary wall with timber gates – 2 Folly Farm Cottages, Shilton Road, Kirkby Mallory – closing date 13.1.25

24/01069/FUL – Demolition of existing dwelling and erection of replacement dwelling and garage (self build) at 31 Newbold Road, Kirkby Mallory – closing date 22.1.25

24/01160/FUL – Change of Use from B1 to mixed use B1 to B2 to allow for MOT Testing at 1A Mallory Park, Church Road, Kirkby Mallory – closing date 30.1.25

RESOLVED: Members raised no objections to these planning applications.

24/182

Correspondence (for information only)

Members noted the diversion of S26 public footpath

Members noted the Temporary Traffic Regulation Order for Archers Lane, Peckleton for closure for 6 days, commencing 10th March 2025.

Members noted that issues were raised with a Stapleton dog bin not allowing the bags to drop correctly, HBBC confirmed the drop drawer can not be removed so signage for users is to be considered. Chair agreed to send a whatsapp message to the villagers.

Members noted the correspondence from a resident regarding the Stapleton recreation grounds gated access, path and play area fencing. It was noted that the ROSPA report did not raise any issues with the gate and the adequacy of wheelchair access had been considered when the gate was installed, the path is currently outside the funds available to the parish and the play area fencing could be considered if the contribution is received from the solar farm upon its completion.

24/183

To update on the The Stan Pitt Award 2025.

RESOLVED: The office of Luke Evans MP requested a change of date to Friday 9th May at 7pm which has been agreed. The poster and nominations forms will be updated and displayed. Judges were agreed as Cllr Hill, Cllr Gerrad and Cllr Barton.

- 24/184** **To consider the draft Parish Council newsletter**
RESOLVED: Members updated the clerk with amendments and requested to hold until the new email addresses are available. The clerk confirmed £61 for 500 copies and she will try and source someone to deliver them.
- 24/185** **To consider the purchase of .gov.uk emails.**
RESOLVED: Members agreed to move forward with the new .gov emails and the clerk will contact Cuttlefish Ltd to get the process underway and to apply for the £100 set up funding. Costs for the new emails will be £245. Members agreed to continue with the google drive and Cllr Newbury-Smith will oversee the migration of the old email addresses.
- 24/186** **To consider the update from the groundsman**
RESOLVED: Mr Smith advised costs to repair the gap in the parish field hedge in Stapleton with picket fencing and to remove ivy. Members agreed costs of £165.
- 24/187** **Clerks Report – to note the content.**
1. The clerk updated members on the forthcoming Mallory meeting and items to discuss
2. The damaged bin by the Nags Head pub has not yet been replaced.
3. The clerk updated that she has been in contact with LCC regarding the flooding
4. The clerk asked Cllr Gerrard about the Speedwatch programme and she updated members and will update at the next meeting.
5. The clerk noted request regarding Peckleton Common and the removal of the ‘cat houses’ a local resident is putting down a trail camera to see if they are being used.
- 24/188** **Members Exchange – for information and suggestion of future agenda items only.**
No issues were raised,
- 24/189** **Date of Next Meeting:**
Tuesday 25th February at 7.30pm at Stapleton Village Hall.

Signed: _____

Date: _____