

Kirkby La Thorpe Parish Council

Minutes for Ordinary Parish Council Meeting held on 11 January 2023 at 7.00 PM

Location: The Queens Head, Kirkby La Thorpe, NG34 9NU

MINUTES

- (i) Public Comment.
- The Community Group is looking for support of acquiring a memorial of some kind to commemorate the existing two war grave names with the potential to add names in the future should the need arise. Possibly using a local stone memorial, not too large, a natural shape with a flat for inscription. Investigation needed into pricing and any potential support from the Council and/or grant. The intention is to bring proposals to the March meeting. The location is to be investigated – possibly the green area outside of the Queens Head.
- (ii) Report from District Councillor Mervyn Head.
- An application for a 800MW solar farm (1800 hectares) is imminent in the locality. (Target date 2030).
 - An issue has been raised regarding parking outside of the school and has been passed to the county councillor. Site meeting set for 20th January 2023 with Highways department. The Chairman has been invited to the site meeting.
 - Budgets are being discussed currently.
- (iii) Report from County Councillor Andrew Key.
- Cllr Key was not available due to a previous engagement.

Present: Cllrs Phil White (Chairman), Andy Parker, Richard Bridgen, Alison Flannery, John Perry, Gill Marshall; Dermot Daly (Clerk); one member of the public.

Welcome. - The meeting was opened at 19:17.

- 001/23** To receive and agree apologies for absence.
- It was RESOLVED to accept the apologies from Michelle Morris.
- 002/23** To receive disclosures of pecuniary and non-pecuniary interests, pursuant to section 31 of the Localism Act 2011, and applications for dispensation from Councillors on matters considered at this meeting. None.
- 003/23** To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items. None.

POLICY & PROCESS

- 004/23** To review and agree the Risk Log.
- It was RESOLVED to:
 - defer until the next meeting to approve the document.
 - Cllrs to review 'Green' risks and highlight to Clerk if any are to be escalated.
 - Check the multi approval/signature of financial payments through the bank.
- 005/23** To review and agree the Health and Safety Policy.
- It was RESOLVED to accept the policy as circulated.
- 006/23** To agree the creation of a staffing committee (as recommended on the Internal Audit report)
- The meeting was paused at 20:06 and resumed at 20:10.
 - It was RESOLVED to set up a staffing committee, with the members as Cllrs Bridgen, Marshall, and Flannery.

MEETINGS

- 007/23** To receive the Minutes of the Ordinary Meeting of the Parish Council on 9th November 2022 for approval.
- It was RESOLVED to accept the minutes as circulated with one spelling correction.

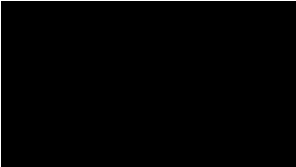
PLANNING

- 008/23** To discuss and agree response on planning applications.
- For information, the application 22/1620/HOUS, Erection of single storey rear extension (part retrospective), has been approved by the Local Planning Authority (NKDC).

GENERAL

- 009/23** To discuss and agree actions relating to Defibrillator matters (including maintenance, replacement reserves, and training).
- Both defibrillators are being monitored on a regular basis. The Pads are all in date.
- Training is to be arranged at the Queens Head for defibrillator training.
- First aid training to be investigated through LALC and check on charge.
- Cllr Perry to investigate a free defibrillator. It needs to be high end to avoid trickle-feed electrical connection. Also need to think about who will regularly check the defibrillator.
- 010/23** To discuss and agree actions relating to a memorial for Her Late Majesty Queen Elizabeth II.
- It was RESOLVED to investigate three benches, for HLM QE2 commemoration, HM King Charles III coronation, and war memorial. One to be sited near noticeboard on Milton Way. Quotes to be acquired and circulated. Look at whether deal can be struck for all three with Ogilvy supplier.
- Need to investigate the ownership of green outside Queens Head.
- 011/23** To discuss and agree the purchase and siting of a Coronation Bench in recycled material.
- see previous item 010/23.
- 012/23** To discuss and agree actions relating to a Coronation celebration.
- It was RESOLVED to invest in a bench rather than a celebration, due to lack of community support at the Jubilee event.
- 013/23** To discuss and agree actions relating to the provision of noticeboard for public use.
- It was RESOLVED to price up suitable sized board for PC and public.
- 014/23** To report on training attended and agree on further training.
- It was RESOLVED to book in Cllrs Parker, Flannery, Perry, and Bridgen for Planning and reorganise Cllr Perry for New Councillor training.

FINANCE

- 015/23** To present the periods accounts and sign the bank reconciliation.
- It was RESOLVED to approve the accounts as circulated and the reconciliation was duly signed.
- 016/23** To present and approve the accounts for payment.
- It was RESOLVED to approve the accounts for payment.
- 017/23** To discuss and agree actions relating to outcome of the Interim Internal Audit by LALC.
- It was RESOLVED to ensure that the website is populated with draft minutes (duly marked) within one month of each meeting.
- It was further RESOLVED to ensure that the budget and associated precept take into account the need for appropriate level of reserves, with the general reserve being 25%-100% of the precept value.
- It was agreed earlier in the meeting to create a staffing committee.
- 018/23** To recognise the issued Community Infrastructure Levy, allocate initiatives, and recognise the associated reporting.
- It was recognised that the Council has received CIL monies and that it is expected to go toward initiatives including purchasing of community benches and noticeboard.
- 019/23** To discuss and agree the final budget for 2023-24.
- It was RESOLVED to agree the budget as circulated.
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- 020/23** To discuss and agree the precept level and sign the associated document.
- It was RESOLVED to set the precept for 2023-24 at a level of £8,192.00

CLOSE

- 021/23** To note further agenda items and arrangements for the next meeting (8th March 2023).
- Community Group proposal for a memorial stone
- Noticeboards
- Benches

Meeting Close. At 21:15.

