

## ULLESTHORPE PARISH COUNCIL

### Minutes of the Meeting of Ullesthorpe Parish Council held in Ullesthorpe Village Hall on 6<sup>th</sup> March 2023 at 7.30pm

**Present Councillors:** Simon Smith, Marion Coombes and Julie Kavanagh.

**In attendance:** District and County Cllr. Rosita Page, Katherine Clarke (Parish Clerk) and seven members of the public.

#### **23-030 To receive Apologies for Absence**

Apologies for absence received from Cllr. Nick Mooney.

#### **23-031 To receive an update on the Casual Vacancies**

No update to report.

#### **23-032 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.*

- Cllr. Smith declared an interest in any matters relating to the Joint Burial Board as he is the UPC representative on the Board.
- Cllr. Kavanagh declared an interest in any matters relating to the Playing Fields Association as she is a Trustee.

#### **23-033 To sign as accurate the minutes of the meeting held on 6<sup>th</sup> February 2023**

Cllr. Coombes proposed approving the minutes of the meeting held on 6<sup>th</sup> February 2023 as accurate, Cllr. Kavanagh seconded the proposal.

#### **23-034 To note any questions or comments from the public (15 minutes)**

- Five members of the public present requested an update on the current situation with the Joint Burial Board.
- UPC advised those present of the resolution made by UPC at their February meeting, minute reference 23-021. UPC sent letters to Claybrooke Magna Parish Council and Claybrooke Parva Parish Council asking them to consider the resolution and whether they could support it. Claybrooke Magna Parish Council considered the matter at their February meeting and are supportive. Claybrooke Parva Parish Council has been unable to consider the matter as they are not quorate. District Cllr. Rosita Page will be acting as a temporary parish councillor for Claybrooke Parva and they will consider the matter at their next meeting.
- UPC advised that a communication was sent to the Clerk of the Burial Board asking for clarification on questions raised by parishioners and UPC regarding CCTV.

***Five members of the public left the meeting at this point.***

#### **23-035 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.

**23-036 Planning Matters:****a. To consider planning application 23/00189/FUL**

*Erection of two storey side and rear extensions*

8 Leas Close, Ullesthorpe

*Resolved: UPC has no comments to submit on the application.*

**b. Any other planning matters**

No other planning matters raised.

**23-037 Financial Matters****a. To note the Bank Reconciliation to 6<sup>th</sup> March 2023**

The last bank statement received, dated 3<sup>rd</sup> February 2023, has been reconciled to the cash book. The reconciled balance on the account is £29,537.96.

**b. To approve accounts for payment**

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

CHQ NO	PAYEE	DETAIL	AMOUNT
001585	Naturespot	Annual fee	£50.00
001586	LRALC	Cemetery training	£80.00
001587	BHIB	Mower insurance	£248.44
001588	Void	Error in writing	£0.00
001589	K Clarke	Parish Clerk salary and expenses	£409.35

**c. Any other financial matters**

No other financial matters raised.

**23-38 To receive an update and discuss matters arising regarding Claybrooke Joint Burial Board**

- Cllr. Smith advised that following the February meeting he authorised payment of the Clerk's invoice for December and January and requested clarification on the matters raised regarding CCTV.
- Minute reference 23-034 details the current situation regarding the three Parish Councils.
- It was agreed unanimously that, once a Burial Board representative is appointed by Claybrooke Parva Parish Council, the Burial Board Clerk should be contacted and asked to convene a meeting of the three Burial Board representatives as soon as possible.
- The UPC agreed to manage the financial / audit responsibilities relating to the Burial Board.

**23-039 To receive an update and discuss matters arising at Ullesthorpe Playing Fields Association**

The AGM is scheduled to take place on 9<sup>th</sup> March 2023.

**23-040 To receive an update and discuss matters arising at the railway cutting**

Masters & Sons are due to start work on the archway and the repair of the steps on 9<sup>th</sup> March 2023.

**23-041 To receive an update and discuss matters arising regarding village maintenance**

No matters raised.

**23-042 To discuss Parish Councillor Training**

Cllr. Smith and the Clerk are booked on to a second LRALC Cemetery Management training course on Tuesday 14<sup>th</sup> March 2023.

**23-043 To discuss the forthcoming elections**

The Parish Council election is scheduled for 4<sup>th</sup> May 2023. Nomination papers need to be submitted to Harborough District Council by 4.00pm on 4<sup>th</sup> April 2023. If there are more than six candidates for Ullesthorpe the election will go ahead.

**23-044 To discuss the King's Coronation**

Cllr. Coombes volunteered to organise a working party of volunteers to arrange some activities to celebrate the King's Coronation.

**23-045 To discuss Parish Councillor Training**

Agenda item listed in error, duplication of agenda item 23-042.

**23-046 Clerk's Report and Correspondence**

No matters raised.

**23-047 A.O.B. – FOR NOTIFICATION ONLY**

No matters raised.

**23-048 Date of next meeting**

The next meeting of UPC will take place on Monday 3<sup>rd</sup> April 2023 at 7.30pm in Ullesthorpe Village Hall.

**23-049 To resolve to discuss items of a confidential nature to be debated in the absence of the press and public. Under the Public Bodies (Admission to Meetings) Act 1960 (due to the confidential nature of the business).** To discuss complaint correspondence. UPC considered two complaints received, UPC do not uphold the complaints and consider both matters closed.

*Cllr. Smith closed the meeting at 10.12pm.*

**APPROVED AS ACCURATE ON 03.04.23.**