

## ULLESTHORPE PARISH COUNCIL

### Minutes of the Meeting of Ullesthorpe Parish Council held at the Ullesthorpe Memorial Hall on 5<sup>th</sup> June 2023 at 7.30pm

Present Councillors: Simon Smith, Marion Coombes and Julie Kavanagh

Also present was Katherine Clarke (Parish Clerk) and District and County Councillor Rosita Page

#### 23-110 To receive apologies from members of council and accept valid reasons for absence

Apologies for absence were received and accepted from Cllr. Mooney and Cllr. Robertson Smith.

#### 23-111 Declarations of interest

a. **To receive members' declarations of interest in accordance with the adopted Code of Conduct and Standing Orders:** Cllr. Smith declared an interest in any matters relating to the allotments and the Joint Burial Committee. Cllr. Kavanagh declared an interest in any matters relating to the Playing Fields Association.

b. **To receive and consider members' requests for dispensations in accordance with the adopted Code of Conduct and Standing Orders:** No requests for dispensations received.

#### 23-112 To receive an update on the ordinary vacancy and consider co-option

There has been no further development.

#### PUBLIC PARTICIPATION SESSION

#### 23-113 To adjourn the meeting for contributions from other representatives and members of the public

No members of the public present.

#### COUNCIL SESSION

#### 23-114 To receive and approve the minutes of the meeting held on 17<sup>th</sup> May 2023

Cllr. Smith proposed signing the minutes of the meeting held on 17<sup>th</sup> May 2023 as accurate, Cllr. Coombes seconded the proposal. The minutes are to be signed electronically.

#### 23-115 Matters arising from the minutes of the meeting held on 17<sup>th</sup> May 2023 not included on the agenda

It was noted that a report on the events held to celebrate the King's Coronation has not been included on the agenda, this will be deferred until July.

#### 23-116 Matters arising from County and District Cllr. 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.

#### 23-117 Financial Matters:

##### a. To note the bank reconciliation to 5<sup>th</sup> June 2023

The reconciled balance on the Parish Council bank accounts on 5<sup>th</sup> June 2023 is £33,963.50.

##### b. To review and consider payment of accounts

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

CHQ. NO.	ACCOUNT	DETAIL	AMOUNT
001603	K Clarke	Expenses	£90.97

001604	J Burton	Internal audit	£50.00
001605	K Clarke	Parish Clerk salary and expenses	£405.82

**c. To note receipts**

TYPE	RECEIPT	DETAIL	AMOUNT
-	-	-	-

**d. To receive and approve the Annual Accounts 2022/23**

Cllr. Coombes proposed approving the Annual Accounts 2022/23, Cllr. Smith seconded the proposal.

**e. AGAR 2022/23: To receive and note the Annual Internal Audit Report**

UPC received and noted the Annual Internal Audit Report, no matters were raised.

**f. AGAR 2022/23: To approve the Annual Governance Statement**

Cllr. Coombes proposed approving the Annual Governance Statement, Cllr. Kavanagh seconded the proposal.

**g. AGAR 2022/23: To approve the Annual Accounting Statements**

Cllr. Coombes proposed approving the Annual Accounting Statements, Cllr. Smith seconded the proposal.

**h. AGAR 2022/23: To approve the Certificate of Exemption**

Cllr. Smith proposed approving the Certificate of Exemption, Cllr. Coombes seconded the proposal.

**i. AGAR 2022/23: To set the commencement date for the exercise of public rights**

The commencement date for the exercise of public rights is Tuesday 20<sup>th</sup> June 2023.

**j. Any other financial matters**

No other financial matters raised.

**23-118 Planning Matters**

**a. Planning applications**

No applications to consider.

**b. Any other planning matters**

No other planning matters raised.

**23-119 To receive an update and discuss matters arising regarding Claybrooke Joint Burial Committee**

Cllr. Coombes proposed appointing Cllr. Kavanagh as the substitute representative to the Joint Burial Committee, Cllr. Smith seconded the proposal.

**23-120 To receive an update regarding Ullesthorpe Playing Fields Association**

Cllr. Kavanagh advised that the Trustees are continuing to work through all the governance documents and moving forward.

**23-121 To receive an update and discuss matters arising regarding the railway cutting**

- UPC have now received a quote from Hairy Bear Tree Surgery Ltd for the tree works required at the railway cutting and the repairs to the sleepers. The quote is £4,500.00. Cllr. Smith proposed accepting the quote, Cllr. Coombes seconded the proposal. UPC asked the Clerk to accept the quotation and ask them to undertake the works as soon as possible.
- Peter Leadbeater has advised that the bench for the railway cutting entrance has been completed and can be installed on the 7<sup>th</sup> June. UPC will send Peter the location where installation is required.

**23-122 To receive an update and discuss matters arising regarding village maintenance**

Leicestershire County Council have advised UPC that a new street sign has been ordered to replace the damaged Frolesworth Road sign.

**23-123 To discuss Parish Councillor training**

The Clerk has circulated forthcoming training dates to the Parish Councillors.

**23-124 To receive the Clerk's report on correspondence and consider any recommendations**

No matters raised.

**23-125 To consider items for inclusion on the agenda for the next meeting**

- Updates on matters arising from agenda items above.
- A report on the King's Coronation events.

**23-126 To set the date of the next meeting of the Parish Council**

The next meeting of the Parish Council will be held at 7.30pm on Monday 3<sup>rd</sup> July 2023 at the Ullesthorpe Village Memorial Hall.

**23-109 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 the Meetings) Act 1960 (due to the matters being protected by legal and professional privilege).**

The Parish Considered correspondence relating to legal proceedings.

*The meeting closed at 9.47pm.*

**APPROVED AS ACCURATE ON 03.07.23.**