

ULLESTHORPE PARISH COUNCIL

Minutes of the Annual Meeting of Ullesthorpe Parish Council held in Ullesthorpe Village Hall on Monday 16th June 2022 at 7.30pm

Present Councillors: Simon Smith, Marion Coombes, and Nick Mooney.

In attendance: Katherine Clarke (Parish Clerk) and District and County Cllr. Rosita Page.

22-063 To receive Apologies for Absence

No apologies for absence received.

22-064 To receive an update on the Casual Vacancies

No update to report.

22-065 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.

No declarations of interest received.

22-066 To review the Code of Conduct

Cllr. Smith proposed adopting the proposed Code of Conduct recommended by Harborough District Council, Cllr. Mooney seconded the proposal.

22-067 To approve the Accounts and Financial Statement for the year ended 31st March 2022

Cllr. Smith proposed approving the Accounts and Financial Statement for the year ended 31st March 2022, Cllr. Coombes seconded the proposal.

22-068 To review the Fixed Asset Register

Cllr. Smith proposed accepting the Fixed Asset Register as accurate, Cllr. Coombes seconded the proposal.

22-069 To sign as accurate the minutes of the meeting held on 16th May 2022

Cllr. Coombes requested that the word 'former' was inserted in front of Parish Councillor on minute reference 22-060. Following this amendment, Cllr. Mooney proposed signing the minutes as accurate. Cllr. Smooth seconded the proposal.

22-070 To note any questions or comments from the public (15 minutes)

Discussion re. lines and parking outside the school.

22-071 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.

22-072 Planning Matters:

- a. No planning applications to consider.
- b. No other planning matters to consider.

22-073 Financial Matters

- a. **To note the Bank Reconciliation to 16 June 2022**

The last bank statement received, dated 01.06.22, has been reconciled to the cash book. The reconciled balance on the account is £28,653.99.

b. To approve accounts for payment

Cllr. Mooney proposed, and Cllr. Coombes seconded payment of the following accounts:

CHQ NO	PAYEE	DETAIL	AMOUNT
001495	C Robertson Smith	Platinum Jubilee expenses	£624.18
001496	S Smith	Mower parts	£49.93
001497	S Smith	Aggregate for railway steps	£17.94
001498	S Smith	Reimbursement of band fees for PJ event	£250.00
001499	J Burton	Internal audit	£50.00
001450	Naturespot	Renewal of website listing	£25.00
001561	S Hughes	Village website domain renewal	£120.00
001562	ICO	Data protection fee	£40.00
001563	K Clarke	Parish Clerk salary and expenses (Jun)	£400.08
001564	K Clarke	Parish Clerk salary and expenses (Jul)	£379.93
001565	K Clarke	Parish Clerk salary and expenses (Aug)	£379.93

c. AGAR 2021/22: To receive and note the annual Internal Audit Report

Cllr. Smith proposed noting the annual Internal Audit Report, Cllr. Mooney seconded the proposal.

d. AGAR 2021/22: To approve the Annual Governance Statement

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

e. AGAR 2021/22: To approve the Accounting Statements

Cllr. Mooney proposed approving the Accounting Statements, Cllr. Coombes seconded the proposal.

f. AGAR 2021/22: To approve the Certificate of Exemption

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

g. Any other financial matters

Dangerous parking at school drop-off and pick-up times continues to be a problem. The school 'Keep Clear' lines and the bus top markings do not extend to the edge of the opening opposite the village hall. People are parking dangerously in the half-spaces that have been created. Leicestershire County Council have suggested that UPC apply for an entrance marking. This will not be enforceable but should act as a deterrent. The cost is £130.00 for the initial marking, renewal of the marking will cost £65.00. The Parish Council agreed unanimously to apply for the entrance marking and added the initial cost of £130.00 to the payment list agreed at 22-073b.

22-074 To receive an update on the railway cutting and discuss any other matters

- Cllr. Smith has spoken to Peter Leadbetter, who is going to make the bench. The lead time is November 2022. Cllr. Smith will liaise further with Peter Leadbetter to confirm the final design.
- Cllr. Smith has met with Phil Hague to discuss the archway for the railway cutting entrance. It was decided that the best solution will be two straight up wooden poles, probably square, with a beam across the top, which the plaques can go on to. Cllr. Smith will speak to Masters and Sons to find out if they can install the archway and repair the steps.

22-075 To discuss any matters arising regarding village maintenance and environmental matters

- Cllr. Smith advised that the engine on the mower has been thoroughly serviced. The mower is in running condition and the spare parts previously approved have now arrived and they will be fitted in the coming weeks. The mower was used for four hours on 02.06.22 to mow the complete outfield on the playing field. Cllr. Mooney noted thanks to Cllr. Smith for undertaking the mowing.
- Cllr. Smith has contacted AGS Joinery again. They have a contact who will come out and look at the village sign and quote with a view to refurbishment. Cllr. Smith visited Paddy Howlett to find

out about the history of the sign, it was purchased by the Boyd family and donated to the village, he thinks the top is removable.

22-076 To receive an update on the Joint Burial Board

Cllr. Smith advised that a new Clerk has been appointed.

22-077 To discuss the Playing Fields Association

Cllr. Mooney suggested that representatives of the Parish Council could offer some assistance to the Association regarding administration and finance. Cllr. Mooney will arrange a meeting.

22-078 To receive an update on celebrations held for the Queen's Platinum Jubilee in 2022

Cllr. Mooney advised that the weekend was a success, it was a good opportunity for the village to come together and celebrate. It was noted that the event at The Chequers, held on the Saturday evening, had a disappointing turnout. The Parish Council noted thanks to all involved for their hard work.

22-079 Clerk's Report and Correspondence

None.

22-080 A.O.B. – FOR NOTIFICATION ONLY

None.

22-081 Date of next meeting

The next ordinary meeting of UPC will be held on 5th September 2022 at 7.30pm at Ullesthorpe Village Hall.

The Chair closed the meeting at 9.37pm.

APPROVED AS ACCURATE ON 05.09.22.