

# **Lubbesthorpe Parish Council**

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## **Parish Council Meeting**

**Venue:** The Hub, Tay Road Lubbesthorpe.

**Meeting Time:** 6.30pm Monday 11<sup>th</sup> September 2023.

**Present:** Cllr Ryan Powell (Chairman), Cllr Richards Ashmore, Cllr Doreen Harvey, Cllr Steve Hextall and Cllr Roy Saunders

**Also Present:** Sue Steer – Lubbesthorpe Alive and Lisa Sly - Clerk

## **Minutes**

### **2023/71 Apologies for Absence.**

Apologies were received and accepted from Cllr Tomeo and District Councillor Coar.

### **2023/72 Declarations of Interest.**

Cllr Powell – Governor of New Lubbesthorpe Primary School

The Council decided that as the Agenda was so large that the meeting would go on until 8.30 with items that were not discussed being deferred to the next meeting

### **2023/73 To approve the minutes of the Parish Council meeting.**

**Decision:** The council approve the minutes of the Council meeting held on 7<sup>th</sup> August the 2023.

### **2023/74 Updates from County and District councillors**

Nothing received

### **2023/75 Parishioners Participation.**

Sue Steer

General

Lots more people are contacting Sue struggling with Wellbeing and mental health with ASB being a major contributor. There has been poor/slow action from housing associations to intervene. The cases have risen from 2-3 per month to 8 per month.

Item 15 – LA will not be doing the December regular market.

Item 17 - LA will be doing mulled wine and hot cider and hot drinks. They feel that 2 other hot drink providers would be too much competition. The Council asked what is in place to cope with numbers as last year the hub could not cope?

Item 18 - Sue does not have any capacity to get involved with any grant applications for a youth service.

Item 20 - Sue confirms that there are 7 households who may benefit from food hampers for Christmas and 12 children.

## 2023/76 Clerk's Report

none

## 2023/77 To accept the accounts for July and August and payments for Authorisation.

### Cashbook

**Decision:** The Council approved the cashbook.

### Budget

**Decision:** The Council noted the Budget spreadsheet.

### Statements

**Decision:** The Council note the statements.

At the end of August there was £58717.97 in the reserves and £7520.76 in the current account.

### Payments for Authorisation

**Decision:** The Council agree the Payments. The Clerk worked 26 hours over time in July and 13 hours in August.

Payments for approval at September 2023 Council Meeting						
Date	Name	Description	Payments			Pay by
			Inc. vat	ex vat	VAT	
	talktalk	mobile phone July	£4.95	£4.95	£0.00	dd
	talktalk	mobile phone August	£4.95	£4.95	£0.00	dd
	multipay	various +£3 charge July	£275.53	£248.51	£27.02	dd
	multipay	various +£3 charge August	£1,048.94	£1,030.61	£18.33	dd
	Lisa Sly	Expenses July	£50.25	£50.25	£0.00	
	Lisa Sly	Expenses August	£23.40	£23.40	£0.00	
	Lisa Sly	cash withdrawal for payment for market licenc	£250.00	£250.00	£0.00	pd
	Lisa Sly	cash withdrawal for payment for market licenc	£250.00	£250.00	£0.00	pd
	Moore	External Audit (AGAR)	£252.00	£210.00	£42.00	
	Tony Toach	fruit and veg for market July	£325.00	£325.00	£0.00	pd
	Tony Toach	fruit and veg for market August	£386.00	£386.00	£0.00	pd
	2commune	1 extra e-mail account for admin (£35 for 1 yea	£42.00	£35.00	£7.00	
	Iralc	canva 1&2 training	£70.00	£70.00	£0.00	
				£0.00		
				£0.00		

**2023/78 For the Council to receive and note the completion of the external audit (AGAR)**

**Decision:** The council note the completion of the external audit.

**2023/79 To discuss the 2024 budget including new projects**

The Council was shown budget for 2023/24. The budget will be considered once the accounts have been updated for September (half Year)

Suggested New projects

Bmx track

Skateboard

Outdoor cinema

Yarn bomb

Scarecrow competition

Teddy bears picnic

Litter Bins

Coronation display

Diwali celebrations

Bonfire

Fireworks

Map of Lubbethorpe for visitors

Naming of ponds

Ask parishioners for suggestion on FB

The November market and café fall on the Saturday before interfaith week.

**2023/80 To decide upon responses to planning applications received from Blaby District Council.**

None

**2023/81 The decide whether to purchase of office 365.**

A report from Cllr Powell was presented to Council.

**Decision:** Council agree to purchase the standard business office 365 for the 2 members of staff. This is £10.50 per person per month (£252per year) Clerk and Cllr Powell to set this up.

It will be possible to move the e-mail addresses and possible change it.

Councillors' licences to be deferred until the next meeting.

**Note after meeting:** Actual price, including VAT is £14.76per person per month (£354.24 per year)

**2023/82 To decide upon training for the new Admin Assistant**

**Decision:** The Council agree to fund an excel course for the admin assistant and Clerk to a maximum of £200

**2023/83 To readopt the Complaints, Data Protection and co-option policies.**

Defer until the next meeting.

Policies to be looked at next are Equality, Grant policy and form and Grievance Policy (these were handed to councillors)

**2023/84 To update the council on Staffing items**

The Clerk updated the Council on staffing matters. Reuben has resigned. During the interview process the next highest score was Heather. Heather started on 9<sup>th</sup> September and will be attending market, the Hub on Monday Morning but will not be attending the council meeting this evening as she has prior commitments

**2023/85 To decide upon the monthly market including dates for 2024, Market licence, fruit and veg stall.**

**Decision:** The Council decided

- ✓ There will not be a market on December 9<sup>th</sup> as this is the week after the Christmas market.
- ✓ There will not be a market in January or February, restart again in March.
- ✓ If the rivals Market licence goes up to full price next year then the council will not have a market every month
- ✓ The Council will not run a veg stall in October. Hand out no trick or treat stickers instead.
- ✓ Investigate a veg stall provider

The behaviour of stall holders was discussed as there was one stall holder who was quite rude to the Marshals at the market on Saturday. The Clerk to create a stall holder policy reminding stall holders that the market is run by volunteers and that stalls are allocated on arrival and cannot be reserved.

**2023/86 To discuss In Bloom**

Defer until the next meeting

**2023/87 To discuss the Christmas Lights switch on event.**

Defer. The council decided to call an extraordinary meeting to discuss Christmas. To be held on Monday 18<sup>th</sup> September

**2023/88 To update the council on the youth bus**

The council decided to refer this until the next meeting

Sue does not have any capacity to get involved with any grant applications for a youth service.

**2023/89 To discuss a no cold calling zone**

The council decided to defer this until the next meeting

### **2023/90 To discuss Christmas hampers**

Sue confirms that there are 7 households who may benefit from food hampers for Christmas and 12 children.

**Decision:** The council agreed to fund a £50 hamper for 7 families but not to buy Christmas presents. The Council requested what criteria LA use for putting a family onto the hamper list?

### **2023/91 To discuss the 2024 budget**

This item was not discussed as it is a duplicate of item 10

### **2023/92 To discuss correspondence with Go travel including passenger numbers, maintenance of bus stop on Tay Road and the possibility of more e-bike hire grants.**

- Go Travel sent passenger figures. These were noted by the council.
- Go travel have sent an e-mail regarding a bus shelter for Tay Road. The Drummond Estate are willing fund one. The question was is the Parish Council will in to maintain it?

**Decision:** The council agreed that in principle they are willing to maintain the shelter but before committing they need to know the shelter type. It would also be preferable if the Drummond Estate gave/sold the shelter to the Parish Council so that the Parish Council owned it. It could then be put onto their assets register and covered by insurance.

- Go Travel have received an enquiry from a couple who would like a bike and were wondering if the council would fund another one?

**Decision:** The council are willing to give another grant for an e-bike to Go travel but request that the process is opened to all residents.

### **2023/93 To note any correspondence and information from the Clerk.**

The Council have received a request from a parishioner about providing a BMX track and scooter/skate park. This has been added to the projects list.

### **2023/94 Information exchange.**

- The Drummond are installing gym equipment in open spaces
- Request update from Martin Ward from the Drummond Estate of the progress of the development.
- Cllr Powell will be moving house. We can confirm that he can still be a councillor until the end of this election period.
- The Council received a visit from a person during the market who aired their views regarding slow progress of infrastructure, the secondary school and noise with the estate.
- It is requested that more bins are installed further down Tay Road and side roads – councillors are to bring possible locations to next meeting.

**Meeting closed 20.42**