

Lubbesthorpe Parish Council

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Parish Council Meeting

Venue: The Hub, Tay Road. Lubbesthorpe
Meeting Time: 6.30pm Monday 10th October 2022.

Present: Cllr Matt Tomeo - Chairman, Cllr Ryan Powell – Vice Chairman, Cllr Richard Ashmore, Cllr Doreen Harvey, Cllr Steve Hextall and Roy Saunders.
Also Present: Lisa Sly (Clerk)

Minutes

2022/080 Apologies for absence

Apologies were received and accepted from Cllr Ibrahim Mukaddam.

2022/081 Declarations of Interest.

Cllr Powell – Governor of New Lubbesthorpe Primary School

2022/082 To Elect a Chairman and Vice Chairman

The Council voted to elect the following

Cllr Tomeo as chairman and Cllr Powell as vice-chairman. Cllrs Tomeo and Powell signed the Declaration of Acceptance of Office. Cllr Powell would like to do the Chairmans training – the clerk to book.

2022/083 To approve the minutes of the Parish Council meeting held on 26th September 2022.

Decision: The council approve the minutes of the Council meeting held on the 26th September.

2022/084 Clerk's Report.

- Webcam purchased, now that the webcam has been purchased invite The Drummond Estate and The Land Trust to attend a Council meeting.
- Canva purchased (1st month free) the five members will be the clerk, Cllrs Tomeo, Powell, Harvey and Hextall.
- Clerk requested a street sign for Lubbesthorpe Bridle Road, a reply was received from LCC street signs are dealt with by BDC. Clerk to chase BDC

- Remembrance update,
 - Flyer Cllr Tomeo has created a draft design. This was updated during the meeting
 - wreath purchased
 - crosses with poppies for service purchased
 - service to be held on Sunday 13th November. We have permission to hold at pond 1 or pond 2

Additional comment made by council:

- Put the flyer in the noticeboard
- Laminate the flyer and to put around the on pond
- Put flyer in the busses
- Add to school newsletter – Cllr Powell
- You tube from queen funeral the last post.
- What order should the wreaths be laid

2022/085 Parishioners Participation.

None

2022/086 To accept the accounts for September 2022 including Payments for Authorisation.

Decision: The Council approved the cashbook.

Budget

Decision: The Council noted the Budget spreadsheet.

Check up if PC paying for me to be in on Mondays

Statements

Decision: The Council note the statements.

Payments for Authorisation

Decision: The Council agree the Payments.

(Note VAT was in the wrong column on the slide shown in the meeting. This has now been rectified)

Payments for approval at October 2022 Council Meeting <small>updated after meeting as VAT was put in wrong column</small>						
			Payments			
Date	Name	Description	Inc. vat	ex vat	VAT	Pay by
08/09/2022	LRALC	councillor training (for 2 coucilors)	£90.00	£90.00	£0.00	
09/10/2022	Talk Mobile	mobile phone	£4.95	£4.95	£0.00	dd
09/10/2022	Multipay card	various &£3 service charge	£479.43	£467.57	£11.86	dd
15/10/2022	Lisa Sly	salary oct	£732.60	£732.60	£0.00	so
20/09/2022	PKF Littlejohn	external audit	£240.00	£200.00	£40.00	
30/09/2022	Lisa Sly	expenses (including £1166 for promoti	£1,191.65	£997.28	£194.37	
			£2,738.63	£2,492.40	£246.23	

2022/087 For the Council to receive and note the completion of the external audit (AGAR)

Decision: The council note the completion of the external audit. As the majority of councillors were not members of the council when the AGAR was signed by the council it is requested that all relevant paperwork for the AGAR including explanation of variances be sent to all councillors.

2022/088 To adopt the Data Protection Policy Rev 1 and the Subject Access Request Policy Rev 1.

Decision: The council agree to adopt the above policies

2022/089 To decide upon responses to planning applications received from Blaby District Council.

None

2022/090 To decide to pay the clerk the government working from home allowance.

The Clerk requested the council to consider the payment of £26 per month (£6 per week) for the Government working from home allowance.

Decision: The council would like to complete and appraisal of the clerk before making a decision. Cllrs Tomeo and Powell will do the appraisal which will be completed before Christmas.

Action: Councillors would like to see a copy of the clerk's contract. Also send NALC pay scales and the latest salary report to Cllrs Tomeo and Powell.

2022/091 To discuss and agree on the Christmas Lights switch on event.

A report outlining plans for the Christmas lights switch on was presented to council/

Decision: The council agree to purchase a Christmas tree for £1700 from Welford Christmas trees. The clerk only presented 1 quote for the Christmas tree as previous years extensive research was carried out and the best local supplier was Welford and therefore no other quotes were sought. The Council also agreed to book the band for £300.

Actions:

- It was mentioned that the decoration on the tree did not look all that impressive. The clerk is to investigate purchasing larger lights and extra baubles up to a cost of £700.
- Investigate putting lights in the raised bed opposite the square (solar lights)
- Ask land trust to provide something at pond 1
- Enquire with LCC regarding the possibility of closing Tay road or just one side with traffic lights.
- The Lighting tower may be able to provide power for band?
- Possible food vans: Burger, Pizza, Jacket spuds, Hog roast, Donuts / candyfloss

- LA will be selling hot drinks and mulled wine. The council will also be asking a drinks van to attend ensure they are barista coffee and hot chocolate.
- Request that vendor donate 10% of takings the PC

2022/092 To update the council regarding the events collective meeting

The Council noted the report regarding the event collective meeting. Council as requested that councillors should attend as well. This to be included for the next meeting.

2022/093 To decide upon a response to NHT Public Representative Survey

Decision: The council decided that each councillor can complete this survey individually and not the council as a whole

2022/094 To agree to the membership of committees and working groups.

- Staffing committee - all councillors
- Planning committee -all councillors
- Communications working group (including newsletter, media and social media) - All councillors
- Events working group - All councillors

2022/095 To note any correspondence and information from the Clerk.

Parishioner suggested creating of little library where people can leave books. The council feel this is a great idea. The council could provide a small shed (£170), second hand BT switchbox. Possible locations could be next to noticeboard, near to hub - ask Sue. Council could provide some solar lights. Clerk to contact parishioner

2022/096 Information exchange.

Could there be a bus stand on Tay Road

A Consultation is being held at the school on the evening of 25th October regarding expanding the school.

Meeting closed 8.50