

# 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> October 2021.

**Present:** Cllr Divyang Jagiwala (Chairman), Cllr Steve Ashford-Bown, Cllr Tracey Anstee, Cllr Cheryl Cashmore and Cllr Louise Richardson. Cllr Matt Tomeo joined after he had signed the Declaration of Acceptance.

**Also Present:** 3 members of the public and Lisa Sly (Clerk)

## Minutes

### **2021/054 Apologies for Absence.**

Apologies were received and accepted from Cllr Ashmore.

### **2021/055 To co-opt for the vacancy of councillor.**

The Council agreed for Cllr Ashford- Bown to be the chairman for this item. There were 3 applications for the vacancy of Councillor. A confidential report was sent to all Councillors with replies to questions asked by the council from each candidate. Based on those replies the Councillors voted for their preferred candidate.

**Decision:** Matt Tomeo was voted by Council to fill the councillor vacancy.

**Action:** Cllr Matt Tomeo signed the Declaration of Acceptance and joined the meeting. Cllr Tomeo was also given a copy of the Register of Interest which has to be complete and returned to Blaby District Council within 28 days.

### **2021/056 Declarations of Interest.**

Cllr Richardson declared an interest in Planning and MHF (Leicestershire County Council).

### **2021/057 To approve the minutes of the Parish Council meetings held on 7th July and 22<sup>nd</sup> September 2021.**

**Decision:** The Council approved the Minutes to be a true record of the meeting held on 21<sup>st</sup> June and 22<sup>nd</sup> September 2021. The Chairman signed a copy of each of the Minutes.

### 2021/058 Clerk's Report.

The Clerk updated the Council on the progress for the switching on of the Christmas lights. The band was discussed, and the council expressed a preference for the small jazz band. Booking the band is to be deferred until licence checks have been carried out with Blaby District Council.

### 2021/059 Parishioners Participation.

Local go representative spoke to the council explaining the problems faced with arriva click due to lack of drivers.

The Councillors asked question regarding

- Busses for the pupils attending Brockington College and Bosworth academy
- A possible footpath/cycle route to Enderby

### 2021/060 To accept the accounts for July, August and September including Payments for Authorisation.

#### Cashbook

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

#### Budget

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

#### Bank Statements

**Decision:** The Council noted the bank statements and the balance of the bank accounts. Current = £28,098.02. reserves = £34,039.

#### Payments for Authorisation

**Decision:** The Council Authorised the payments listed below. The Council request that if there is a large item of expense on the Clerks expenses then this should be shown in the Payments for Authorisation. (The large item was the projector for £596.20

### Payments for approval at October 2021 Council Meeting

Date	Name	Description	Payments			Pay by
			Inc. vat	ex vat	VAT	
oct	PKF Littlejohn	External Audit 2020/21	£240.00	£200.00	£40.00	
oct	Lisa Sly	Clerk Expenses sept 2021	£636.79	£537.42	£99.37	
TOTAL			<b>£876.79</b>	<b>£737.42</b>	<b>£139.37</b>	

**2021/061 To receive the External Audit report.**

The External Audit report was received from PKF Littlejohn. Lubbesthorpe Parish Council passed without any “other matters”  
The Council note this.

**2021/062 To discuss budget preparation.**

The budget for 2022/23 was discussed

**Action:** Clerk to fill in as much as possible and bring to the next Council meeting.

**2021/063 To decide whether to create a Staffing Committee and also a holiday booking form for the Clerk.**

It is good practice for a Council to have a Staffing Committee, this would look after such things as staff holidays, pay and appraisals.

**Decision:** The Council agree to create a Staffing advisory Committee. Members are Cllr Ashford-Bown, Cllr Cashmore and Cllr Tomeo. The committee will meet when required. Also the council agreed to use form B for staff holiday booking. Any member of the Staffing Committee can authorise holidays.

**2021/064 To agree on MHF (Leicestershire County Council) funding options.**

All County Councillors have been allocated £25000 for improvements that are not considered usual maintenance or for anything that is required over and above the usual service. There are very few areas that can be used for this funding as the majority of New Lubbesthorpe is still unadopted by the County Council.

**Decision:** The Council requested planters and for hedges to be cut around speed signs.

**Action:** Cllr Richardson will look into the possibility of planters and to get the hedges cut (this does not come under the funding)

**2021/065 To agree when the first newsletter is to be issued and content. Also discuss whether there is a requirement for a newsletter working group.**

The Council discussed the possibility of setting up a working group to work on the newsletter. Items to be included in the newsletter could be eco group info, Christmas light switch on, a section for other organisations (ie Lubbesthorpe Alive and Gotravel) and update from developers. A name for the newsletter needs to be finalised.

**Decision:** The Council decided that a working group should be set up for the Newsletter. The members are Cllr Jagiwala and Cllr Richardson.

**Action:** A meeting of working group needs to be set up. Councillors are to give a description of themselves including a photo for the newsletter. The name of the newsletter needs to be agreed (possibilities Lubbesthorpe Post, Our Lubbesthorpe).

**2021/066 To discuss possible celebrations for the Queen's Jubilee.**

The idea of having street parties was discussed. The Council agreed that they would like to work in conjunction with Lubbesthorpe Alive for this event. The Council would like to offer a location for people to meet if their streets are not appropriate, possibly Warren Park near to the Hub.

The Council would also like to look into the possibility of planting a Jubilee wood.

**Action:** The Clerk to liaise with Lubbesthorpe Alive.

Clerk to speak to the Drummond Estate about creating a wooded area or community orchard.

**2021/067 To note any correspondence and information from the Clerk.**

Planning application

21/0283/FUL Conversion and change of use of garage to beauty salon business. 15 Forsa Close Lubbesthorpe.

The Council discussed the above planning application and overall supported the application but were concerned about the number of cars parking.

**Action:** The Clerk will respond to the District Council on this matter using delegated powers.

Holiday request

The clerk requested an extra week's holiday in October.

**Decision:** The Council agreed that this holiday could be taken

Devron Drive

There is a reoccurring problem with maggots on Devron Drive. The homes involved are owned by Midland Heart.

**Action:** Cllr Richardson will escalate this matter.

It was noted that issues regarding the development are often brought up on the Lubbesthorpe closed facebook page. Some of the Parish Councillors are not on the page as they do not live in Lubbesthorpe and therefore issues are not being picked.

**Action:** To try and help with this:

Councillors who are on the Lubbesthorpe FB page should comment and ask residents to contact the clerk where appropriate.

The clerk is to contact the admin of the page an request that the out of area councillors be able to join.

**2021/068 Information exchange.**

A group have enquired if they can hire the Muga. The clerk to give all councillors the contact detail for the Drummond Estate that can be passed on to members of the public.

There have been complaints of inappropriate parking at school time. The Clerk to ask if a PCSO and/or the County Council can attend.

Parking on grass verges and pavements.

**Meeting Closed 8.35**

**Signature**