

MEDBOURNE PARISH COUNCIL

Minutes of Meeting held on Wednesday 5 June 2024 in Village Hall, Medbourne

Present : Parish Councillors Kendall, Easton, Burrows and Delaney
Also present: Parish Clerk + 2 members of the public

- 1253.0** **APOLOGIES FOR ABSENCE**
Cllr Wooton (attending the HDC Community Safety Partnership).
- 1254.0** **DECLARATIONS OF INTEREST**
None
- 1255.0** **REQUESTS FOR DISPENSATION**
None
- 1256.0** **MINUTES OF PARISH COUNCIL MEETING** (held 8 May 2024)
- 1256.1 The minutes of 8 May 2024 were accepted, with one small addition to minute 1145.02 that the meeting had also accepted **the Accounting Statements.**
- 1256.2 Action points from 8 May 2024 (see separate sheet).
- 1257.0** **PUBLIC REPRESENTATIONS**
- 1257.1 Thanks were expressed to the Councillors for all their work undertaken throughout the year.
- 1258.0** **CLERK & COUNCILLORS REPORTS**
- 1258.1 LRALC will be asked on costs for ‘...gov.uk’ email addresses **Act:MF**
- 1258.2 Cllr K had written to Recycle Force on insurance excess for lamppost
- 1258.3 Lighting costs from Western Power will be recirculated **Act:MF**
- 1258.4 There is a grant deadline of 28 June to seek funds that could replace the remaining older street lighting. **Act:CllrD / MF**
- 1258.5 Jamie Markee has agreed to be Tree & Brook Warden.
- 1258.6 It is hope that six weeks of ford repairs will start from mid-summer
- 1258.7. The Packhorse Bridge is now open : a celebratory event will be arranged after the coming election.

- 1258.8 **Approval of construction works for new footpath**
- 1258.8.1 The Chair updated colleagues on the approval now received from Harborough District Council for a grant to MPC under HDC's Section 106 funding process of £28,748.19 towards the cost of the new footpath. Further donations of funds from three local supporters have been confirmed to cover the remaining costs of the required works.
- 1258.8.2 The HDC grant requires full expenditure and completion of the project by 31 December 2024.
- 1258.8.3 As reported to HDC, three quotations have been received for the construction costs of the new footpath. These have been received from
 - Hereward Homes
 - Jones Construction
 - S D Buzzard Construction
- 1258.8.4 The quotation from S D Buzzard Construction of £43034.50 was approved, and a Letter of Appointment will be issued. **Act:MF**
- 1258.8.5 Details will be confirmed of a date to commence construction works on-site. A completed Risk Assessment will be held on-file.
- 1258.9 The Terms of Reference for the ex-garage site are in draft. **Act:CIrD**
- 1258.10 Other information :
 - There will be a Beacon lighting at 9.15pm on 6 June
 - The First Homes from Hereward Homes at Hallaton Road will be @ 30% below market value, for households with a 'local connection'
 - The pre-election guidance link in NALC will be circulated **Act:MF**
- 1259.0 TO RECEIVE REPORTS ON THE FOLLOWING MATTERS:**
- 1259.1 **Village Hall**
 - the work to renew the kitchen is to start work 8 July;
 - s106 funds are being sought from HDC for improvement works;
 - the Scouts have arranged on-site events for D-Day on 6 June.
- 1259.2 **MEFT**
 - the s106 application has been resubmitted with amended rewording.
- 1259.3 **Sports Club**
 - the AGM has been held;
 - the new footpath is eagerly anticipated;
 - the bar in the club is doing well.

1260.0 **TO CONSIDER AND COMMENT ON PLANNING MATTERS**

1260.1 Applications to HDC: None to review

1260.2 Other planning matters:

- details of the HDC Neighbourhood Planning Event on 18 May 2024 had been circulated
- Hereward Homes are in liaison with MPC / HDC on the additional 5 units noted in the Neighbourhood Plan;
- investigations continue on drain capacity for Site 1 at Ashley Road;
- drainage works have begun by the Hallaton Road bridge area.

1261.0 **TO NOTE CORRESPONDENCE RECEIVED:**

1261.1 Details of the HDC Green and Blue Infrastructure Study will be circulated again. **Act:MF**

1261.2 Correspondence had been received from Simon Waller at East Mercia Rivers Trust, wishing to bring people into the parish to explore the brook and its environment. It was agreed to contact him and arrange for him to attend a PC meeting in the near-future. **Act :CllrK**

1262.0 **MPC 2024-25 BUDGET**

1263.1 **Payments to approve in June 2024 :**

- M Field (salary for June) : **£237.84**
- AJGIBL GBP CLIENT NST ACCOUNT(2024-25 insurance): **£849.12**
(ND : this replaces the previously-agreed sum with this correct payee)
- HMRC (Qtr 1 tax & NI) : **£59.40+£59.40+£59.60 (£178.40)**
- LRALC (mileage for Internal Auditor) : **£13.05**

1263.2 **Receipt of 2024-25 Precept**

It was noted that the first 50% - £8114.00 - had been received.

1263.3 **Bank reconciliations to 30 April 2024**

Details of all accounts were reconciled and had been circulated.

1263.4 **VAT claim 2023-24**

It was noted that the VAT claim for the previous year will be to seek repayment of £837.07.

1263.5 **NS&I investment account**

- The sum of the outstanding interest has now been confirmed as £136.06 to 1 January 2024.

- It was agreed to transfer all the remaining funds to the Parish Council's main bank account and then close the NS&I account. **Act:MF**

1263.6 Locality grant to community shop

Information has been received on making the 'end-of-grant' submission to return the £6210 of grant funds no longer required for the community shop, with £300 retained to pay for the additional audit charge.

1263.7 Proposed closure of MPC Mower Fund account

It was agreed to close the Mower Fund account at Barclays. **Act:MF**

1264.0 INTERNAL AUDIT & AGAR RETURN 2023-24

1264.1 The AGAR reporting forms (Parts One-Three) will be submitted to the External Auditor. **Act:MF**

1264.2 Dates for the Public Inspection of the internal audit and annual reports was confirmed as 10 June - 9 July 2024. **Act:MF**

1265.0 REVIEW OF MPC FINANCIAL REGULATIONS

1265.1 The draft revised set of Regulations was noted from LRALC. It was agreed that Cllr K and MF bring a completed version for the Parish Council to the next meeting. **Act:Cllrk / MF**

1266.0 GRANT APPLICATIONS

1266.1 The application from Parish of Six Saints for £200 to assist the parish magazine was approved.

1267.0 QUESTIONS TO THE CHAIR

None were raised at this meeting.

1268.0 ITEMS OF REPAIRS AND MAINTENANCE

1268.1 Pothole by Ashley Road to be reported **Act:CllrB**

1268.2 Highways to be contacted on new tree replacements. **Act:CllrB**

1269.0 COUNCIL TRAINING AND RESOURCES

None required from this meeting.

1270.0 ITEMS FOR NEXT AGENDA

- 2024-25 MPC policy updates
- Revised Financial Regulations

DATE OF NEXT MEETING:

Wednesday 3 July 2024, 7.15 pm, Medbourne Village Hall