

Appleby Magna ANNUAL Parish Council Minutes

Meeting held in sports pavilion May 5 2022, 7.30pm

Present: - Cllrs Emma Bird (Chair), Peter Brown, Kevin Jones, Sue Mitchell, Lindsay Swinfield Clerk.

2249 Cllr Bird opened the meeting as retiring Chair - with nominations to elect a Chairman for the Parish Council – Cllr Brown nominated Cllr Emma Bird as Chairman – it was **RESOLVED**, unanimous to elect Cllr Bird as Chairman of Appleby Magna Parish Council. Cllr Bird signed the Declaration of Acceptance of Office, counter-signed by the Clerk.

Open forum for members of the public and press - Nil

2250 Apologies – Cllrs Whitehurst and Hansen – accepted.

2251 In accordance with Section 31 of the Localism Act 2011, members to declare any Disclosable Pecuniary Interests in items on the agenda. Clerk to report any written requests for dispensation in respect of items on the agenda.

2252 Cllr Bird invited nominations for Vice Chairman of Appleby Magna Parish Council – Cllrs nominated Cllr Kevin Jones, it was **RESOLVED**, unanimous. Thanks to Cllr Whitehurst who has been vice Chairman for a few years – but has many commitments at present.

2253 Minutes of the Parish Council meeting (& the annual Parish meeting minutes) held 7 April 2022 were endorsed and signed – **RESOLVED** unanimous.

2254 Members reviewed delegation arrangements to committees and the following were unanimously **RESOLVED**:

- Sports & Recreation Club: Cllrs Kevin Jones/Anita Hansen to liaise with the Club on behalf of the Parish Council.
- Sir J Moore Foundation – Cllr Peter Brown to continue to liaise on behalf of the Parish Council as a Trustee of the Foundation.
- Flood support group and resilience plan group – Cllrs Sue Mitchell & Kevin Jones to represent the Parish Council.
- Allotment liaison Cllr Andy Whitehurst.

2255 Members agreed to appoint Mr Martin Cooke (if he agrees) as Internal Auditor for the Parish Council for 2023, via LRALC.

2256 Members set the date of 7 April 2023 for the Annual Parish Meeting.

2257 Members had reviewed Standing Orders and newly revised Code of Conduct – **RESOLVED**, unanimous to re-adopt.

2258 Members had reviewed the Parish Risk Assessment, and **RESOLVED** unanimously to accept this.

2259 Members had reviewed the Council's Asset Register, and **RESOLVED** unanimously to accept this.

2260 Members had reviewed the Financial Regulations and **RESOLVED** unanimously to accept this.

2261 Members had reviewed all key Council documents and **RESOLVED** unanimously to accept them without amendments (to include data protection, complaints procedure & general privacy notice).

2262 Decisions made under delegated powers – Nil.

2263 Police / Neighbourhood Watch Matters – all crime reports can be viewed at www.Police.uk and type in the relevant postcode – however reports are always one month behind.

Please ring 0116 222222 or 101 or Crimestoppers 0800 555 111 to report suspicious behaviour or crimes. Police Sergeant 531 Mark Watson, mark.watson@leicestershire.pnn.police.uk

2264 Planning Consultations

- a. Non material amendment to planning permission 21/00358/FUL to re-site the welfare block & reduce its height, alter the position and design of the ramp to the block & amend part of parking spaces at Appleby Caravan Park – no comment.

2265 Planning Decision Notices

- a. Whitehouse Farm, proposed conversion & extension of former hunting lodges to form single residential dwelling with garage – granted.

2266 Allotment Matters

- a. The waiting list grows longer.

2267 Footpaths, Hedgerows & Street Matters

- a. Traffic control signs – position of new poles to be discussed at the June 2022 meeting.

2268 General items for consideration

- a. Project Jump! Outdoor gym equipment – funding of £5k received from J11 Mercia fund, application to be placed for play area equipment.
- b. A new bin has been ordered for the play area and the new bench should be installed soon.
- c. The new fencing along the recreation field has been installed – and looks very smart.
- d. The storage shed has been organised.

- 2269 Risk Assessment** (general risk assessments carried out on an ongoing basis including Rospa full play inspections) – at the time of inspection nothing to report.

2270 Approval of Financial Statements & Payments

- a. The payment list and bank reconciliation were reviewed and approved, **RESOLVED**, unanimous.
- b. Members had received a copy of the end of year bank reconciliation and associated documents, these were approved, **RESOLVED**, unanimous (£1734.51)
- c. Members approved the annual financial report from the Internal Auditor, **RESOLVED**, unanimous.
- d. The Annual Governance statement was approved, unanimous **RESOLVED**.
- e. The Accounting Statement was approved, unanimous **RESOLVED**.
- f. The AGAR was approved, unanimous **RESOLVED**.
- g. The final budget against actual figures had been reviewed and approved, **RESOLVED** unanimous.
- h. Members noted the Notice of appointment of date for the examination of electors rights will be posted on notice boards and the web site as per legislation.
- i. The annual insurance quote (£712.38) had been received from insurers BHIB, other quotes had been received, but following a comparison exercise it was proposed to accept the quote **RESOLVED**, unanimous.
- j. A Zoom subscription had been received, it was agreed there is no requirement to renew this.

2271 Ideas for written piece – Parish News Line

New fencing on the recreation field has been installed – this is looking much better

We have received another £5k grant from Mercia Park Community fund – and are in the process of ordering more outdoor gym equipment

The Queen's Platinum Jubilee celebration day (Sunday 5 June 2022) should be a fantastic day for the village to celebrate – we are putting Jubilee signs around the village in preparation & look forward to seeing you on the day

The annual audit of Council's legal and financial obligations has been carried out and has been approved by the internal auditor, forms will now be sent to the external auditors for final sign off

The meeting ended at 9.20pm.

Date of next meeting: June 2 2022 @ 7.30pm, sports pavilion on the recreation ground.