

# Appleby Magna ANNUAL Parish Council Minutes

Meeting held in sports pavilion May 18 2023, 7.30pm

**Present:** - Cllrs Emma Bird (Chair), Kevin Jones, Sue Mitchell, Lindsay Swinfield Clerk, one member of the public.

**2346** Cllr Bird opened the meeting as retiring Chair - with nominations to elect a Chairman for the Parish Council – Cllr Jones 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**

**2347 Apologies – Nil.**

**2348** 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.

**2349** Cllr Bird invited nominations for Vice Chairman of Appleby Magna Parish Council – Cllrs nominated Cllr Kevin Jones, it was **RESOLVED**, unanimous.

**2350 Minutes** of the Parish Council meeting (& the annual Parish meeting minutes) held 6 April 2023 were endorsed and signed – **RESOLVED** unanimous.

**2351** Members reviewed delegation arrangements to committees and the following were unanimously **RESOLVED**:

- Sports & Recreation Club: Cllrs Kevin Jones to liaise with the Club on behalf of the Parish Council.
- Sir J Moore Foundation – Cllr Kevin Jones 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 Bird.

**2352** Members agreed to appoint Mr Martin Cooke (if he agrees) as Internal Auditor for the Parish Council for 2024, via LRALC.

**2353** Members set the date of 04/04/2024 for the Annual Parish Meeting.

**2354** Members had reviewed Standing Orders and newly revised Code of Conduct – **RESOLVED**, unanimous to re-adopt.

**2355** Members had reviewed the Parish Risk Assessment, and **RESOLVED** unanimously to accept this.

**2356** Members had reviewed the Council's Asset Register, and **RESOLVED** unanimously to accept this.

**2357** Members had reviewed the Financial Regulations and **RESOLVED** unanimously to accept this.

**2358** Members had reviewed all key Council documents and **RESOLVED** unanimously to accept them without amendments (to include data protection, complaints procedure & general privacy notice).

**2359 Decisions made under delegated powers – Nil.**

**2360 Police / Neighbourhood Watch Matters** – all crime reports can be viewed at [www.Police.uk](http://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](mailto:mark.watson@leicestershire.pnn.police.uk)*

***Various break-ins reported to the Police who are doing regular village checks.***

**2361 Planning Consultations**

- a. 23/00502/TCA 44 Top Street, fell Pine tree & works to 6no apple trees, 1 Hazel, 1 Damson – no comment.
- b. 23/00513/FUL Red Gables Farm, erection of two agricultural buildings – no comment.

**2362 Planning Decision Notices**

- a. 21 Botts Lane, erection of two storey extension, single storey side extension, increase in roof height – granted.
- b. 19 Didcott Way, single storey extension and canopy – granted.

**2363 Allotment Matters**

- a. The waiting list remains.

**2364 Footpaths, Hedgerows & Street Matters**

- a. Kings Coronation village planters – the planters that now surround the main village signs are looking very attractive – thanks to all involved including Mr Richard Evans.

**2365 General items for consideration**

- a. Traffic control sign – updates to be placed on the PC web site.
- b. Parish questionnaire – public opinion will be sought on various topics – and hopefully residents will wish to join in to ensure the success of various projects proposed.
- c. UKSPF community grant – this is still available.
- d. Co-option of Parish Councillors – Mr Andrew Whitehurst expressed an interest in remaining on the Parish Council – adverts for co-option will be placed on social media and notice boards with a closing date of June 5.
- e. The King Charles III Coronation weekend was celebrated with various bunting and banners placed around the Parish by the PC – thanks go to Cllr Kevin Jones for placing these.
- f. Play area new swings – now fitted and also ROSPA recommendations for repairs have been carried out too.
- g. Sponsorship signage for the sports pavilion – this matter is being dealt with by the ASR.

**2366 Risk Assessment** (general risk assessments carried out on an ongoing basis including Rospa full play inspections) – at the time of inspection nothing to report. The flood resilience group continues to monitor flood risk and issues and a project plan is being worked on.

### 2367 Approval of Financial Statements & Payments

- a. The payment list and bank reconciliation were reviewed and approved (£7047.37), **RESOLVED**, unanimous.
- b. Members had received a copy of the end of year bank reconciliation and associated documents, these were approved, **RESOLVED**, unanimous.
- 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 (£700.86) 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.

### 2368 Ideas for written piece – Parish News Line

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. New swings fitted on the play area; ROSPA recommendations have been carried out. King Charles III Coronation planters are a great success.

The meeting ended at 8.50 pm.

Date of next meeting: [June 1 2023 @ 7.30pm, sports pavilion on the recreation ground.](#)