

# Kibworth Beauchamp Parish Council

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The Minutes of the Extraordinary Meeting of Kibworth Beauchamp Parish Council held in The Studio at Kibworth Community Hub (Kibworth Grammar School Hall) on  
**Tuesday 23 July 2024 at 7.00pm.**

Those attending were Cllrs Andrew Munro, Pat Copson, Kevin Feltham, Chris Keen, Christopher Beesley-Reynolds, Chris Lee, Caroline Abbott, and Maria Smith (Parish Manager and Clerk).

The meeting was opened at 7pm by the Chairman

<b>24-126</b>	<b>Public Participation</b> No members of the public were present.
<b>24-127</b>	<b>Procedural</b> <ol style="list-style-type: none"><li>i. <b>It was resolved</b> to accept and approve apologies for absence from Cllr Amanda Bland. No resignations have been received.</li><li>ii. No requests for co-option were received.</li><li>iii. No requests for dispensations or declarations of pecuniary or personal interests were received.</li><li>iv. <b>It was resolved</b> to approve the Minutes of the meeting of Tuesday 25 June 2024.</li></ol>
<b>24-128</b>	<b>Finance</b> <ol style="list-style-type: none"><li>i. <b>It was resolved</b> to approve payments due of £24,998.49 since the last meeting (see appendix A).</li><li>ii. <b>It was resolved</b> to approve the Clerk's financial report and bank reconciliation. The expenditure against budget for the first quarter of 24/25 was discussed and most budget headings are on target.</li><li>iii. <b>It was resolved</b> to approve the overtime for the Assistant Groundsperson.</li><li>iv. <b>It was resolved</b> to approve an amount of around £750, to purchase a laptop, set up fee and laptop case, for the Media &amp; Communications Officer (shared with KHPC). An exact price has not been confirmed at this stage. This figure is within the 2024/25 budget of £800 set for this purpose. <b>It was resolved</b> that the Parish Manager can order and pay for this item to ensure delivery and set up prior to 1 August.</li><li>v. <b>It was resolved</b> to approve the additional top up (if necessary) to cover the above to the Equals pre-payment card.</li><li>vi. <b>It was resolved</b> to approve the additional monthly cost of £12.36 for Microsoft 365 Business One Drive for the Media &amp; Communications Officer (shared with KHPC)</li><li>vii. <b>It was resolved</b> to approve a Sim only contract with O2 for the new Media &amp; Communications Officer. The Cost of around £13-£15 per month will be shared with KHPC.</li></ol>
<b>24-129</b>	<b>Chairman's report</b> An update was received on: <ol style="list-style-type: none"><li>i. <b>HDC £1m grant for parish councils</b> The Kibworths (both Parish Councils) have been allocated £70k for the HDC capital expenditure grant. Councillors expressed their disappointment that both Kibworth Parish Councils will share this allocation and have not been allocated separately. Cllr Feltham has raised these concerns with HDC in addition to the overall imbalance of the allocations across all Parish Councils and Parish Meetings.</li></ol>

24-130

### Clerks Report

An update was received on

- i. **Drainage at the base of the new School Road Railway Bridge-** Network Rail have conducted a drainage survey on 16 July. We are still awaiting a report following that survey.
- ii. **Microsoft 365 One Drive.** There will be a change of provider from intY to Daisy. Costs will not change.
- iii. **Councillor drop in sessions** will start in December. Further updates will be available at the next meeting confirming date and times.
- iv. **Telraam update-** the devices have now been received and several residents have come forward to offer their property as a suitable location to place the devices. Risk Assessments and Insurance will be checked before they can be placed in homeowners windows.
- v. **The Voluntary Mounted Police Officer** has now started to patrol the parks. Unfortunately, a complaint has been received that horse mess was left after her visit. The Clerks have written to her and she has assured the Parish Council that this will not happen again.
- vi. **The Midland Mainline is due to be electrified on 28 July.** The HDC Community Safety Vehicle will attend the School Road carpark with educational packs aimed at secondary school aged children. This is in partnership with the Fire and Rescue Service and a provisional date of August 13<sup>th</sup> has been set.
- vii. **Zip wire-** the repair works have now been completed and the facility has been reopened. Mr Zipwire, the Contractor has offered a free inspection and service for next year as they did not clear away all their rubbish when they completed the work. The area has now been cleared by the grounds team.
- viii. **Public Right of Way to rear of Smeeton Road Park.** This was discussed following a complaint from a parishioner. **It was resolved** to write to home owners backing onto the area which extends from the pathway from Fleckney Road and advise that the Parish Council will be strimming the area.

24-131

### Planning

Following discussion, **it was resolved** to agree the following responses for the new applications:

i. **24/00831/AGR**

Prior notification for the erection of an agricultural building, White Stacks Farm, Fleckney Road, Kibworth Beauchamp

**No Comment.**

*The new building is a long way from Fleckney Road and so not readily visible. It adds to existing agricultural buildings at that location.*

ii. **24/00788/FUL**

Erection of orangery to the rear, modify existing kitchen windows and door to form a single kitchen window, remove rear door and brick up, remove existing east window and form double door access to orangery, 4 High Street, Kibworth Beauchamp

**No Comment.**

*The new orangery is at the rear of the building and is in effect a conservatory addition to the back of the main house.*

<p><b>24-132</b></p>	<p><b>Community Hub redevelopment</b></p> <p>A progress update was received. We are still awaiting final costs and confirmation of some funding. However, initial calculations now show that we are in a position to proceed with phase one, providing all funding is confirmed.</p> <ul style="list-style-type: none"> <li>i. <b>It was resolved</b> to approve the release of the remainder of the 2024/25 budgeted funds of £13,733.30 to pay for upcoming professional fees and costs associated with the project.</li> <li>ii. <b>It was resolved</b> to approve Benchmark’s recommendation to appoint MJE as the contractor for phase one of the project build which includes the library extension. All build costs to be covered by the S106 grant and other successful funding bids and donations.</li> </ul> <p>No work will begin until the Parish Council is sure that costs can be met. Additionally, further legal work is required surrounding the lease and new charity.</p> <p>Further updates will be available at the next meeting.</p>
<p><b>24-133</b></p>	<p><b>Joint Board Expenditure</b></p> <p><b>Joint Burial Board</b></p> <p><b>It was resolved</b> to approve the cost of £1000 + VAT for a tree survey in the Cemetery.</p>
<p><b>24-134</b></p>	<p><b>HR &amp; Staff (no members of the public were present)</b></p> <p>The new Media &amp; Communications Officer is due to commence on 1 August 2024.</p>
<p><b>24-135</b></p>	<p><b>Next meetings</b></p> <p>Tuesday 27 August</p> <p>Tuesday 24 September</p>

The meeting closed at 8.00 pm.

Signed: \_\_\_\_\_ (Chairman)

Date \_\_\_\_\_

## Payments due since last meeting

Payee	Description	Net	VAT	Gross
<b>Payments made in June 2024 (not approved at last meeting)</b>				
Benchmark Property	Invoice number 4, Community Hub	£606.00	£121.20	£727.20
TP Jones Accountants	Payroll Preparation April-June 2024	£46.25	£9.25	£55.50
Mr Treehouse	Zipwire repairs- deposit	£1,870.00	£374.00	£2,244.00
<b>Total</b>		<b>£2,522.25</b>	<b>£504.45</b>	<b>£3,026.70</b>
<b>Payments due in June 2024 (Paid in July)</b>				
HSBC	Bank charges June 2024	£8.00		£8.00
R Swinn	Roundabout light refurb- UK shared prosperity	£860.00		£860.00
Trade UK	Grounds team Kit & Materials June 2024	£162.30	£32.45	£194.75
BSP Consulting	Civil & Structural work Jun 2024- Community Hub	£2,000.00	£400.00	£2,400.00
npower	Unmetered Electricity April-June 2024	£340.82	£17.04	£357.86
<b>Total</b>		<b>£3,371.12</b>	<b>£449.49</b>	<b>£3,820.61</b>
<b>Payments due in July 2024</b>				
KGSH	Parish Meeting	£17.50		£17.50
Equals Prepayment Card	Top up to £500	£284.03		£284.03
intY	Business One Drive Councillors & Staff	£107.64	£21.53	£129.17
BP Express	Unleaded Petrol for GP power tools	£14.02	£2.80	£16.82
Sexton	Bound gravel surface, benches & planters- QW	£4,100.00	£820.00	£4,920.00
RJ Fencing	Repairs to zipwire gate	£390.00	£78.00	£468.00
BP Express	Van diesel	£51.52	£10.30	£61.82
Kibworth Garden Centre	Plants & Compost-High St- UK Shared Prosperity	£122.92	£24.58	£147.50
Kibworth Garden Centre	Plants for Queens Walk Planters	£33.33	£6.67	£40.00
BT	Parish Office phone & Wi-Fi	£54.85	£10.97	£65.82
ICO	Data Protection fee	£35.00		£35.00
O2	Parish Phone & iPad contracts	£87.47	£17.49	£104.96
Mr Treehouse	Zipwire repairs, final invoice	£1,600.00	£320.00	£1,920.00
Rural Fibre	IT support	£240.00		£240.00
WW Busby & Son	Installation of stone plinth & sundial	£790.00	£158.00	£948.00
Network Sports	2 x basketball nets for Muga	£11.87	£2.37	£14.24
Kibworth Library	LCC funding received, returned to Library	£222.64		£222.64
Nest	Employee Pensions July 2024	£423.81		£423.81
Staff	Salaries July 2024	£6,407.43		£6,407.43
HMRC	PAYE July 2024	£1,684.44		£1,684.44
<b>Total</b>		<b>£16,678.47</b>	<b>£1,472.71</b>	<b>£18,151.18</b>
<b>Total payments since last meeting</b>		<b>£22,571.84</b>	<b>£2,426.65</b>	<b>£24,998.49</b>
27/06/2024	HSBC Transfer to current account	£800.00		£800.00
27/06/2024	HSBC Transfer to current account	£2,244.00		£2,244.00
11/07/2024	HSBC Transfer to current account	£5,780.00		£5,780.00
23/07/2024	HSBC Transfer to current account	£6,000.00		£6,000.00
29/07/2024	HSBC Transfer to current account	£10,000.00		£10,000.00