

Kibworth Beauchamp Parish Council

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The Minutes of the Meeting of Kibworth Beauchamp Parish Council held in
The Studio at Kibworth Community Hub (Kibworth Grammar School Hall) on

Tuesday 24 September 2024 at 7.00pm.

Those attending were Cllrs Andrew Munro, Pat Copson, Kevin Feltham, Christopher Beesley-Reynolds, Chris Lee, Caroline Abbott, Amanda Bland (from 7.20pm) and Maria Smith (Parish Manager and Clerk). Three members of the public were present, including two representatives from the Kibworth Scouts. The meeting was opened at 7pm by the Chairman.

24-157	Public Participation The Scouts were present to provide more information regarding item 24-165 and answer any questions that Councillors had. See item 24-165 for further information.
24-158	Procedural <ol style="list-style-type: none">i. It was resolved to accept and approve apologies for absence from Cllrs Chris Keen and Thure Johansen. Apologies were also received from D.Cllr Phil King. No resignations were received.ii. No requests for co-option were received.iii. No requests for dispensations, or declarations of pecuniary or personal interests were received.iv. It was resolved to approve the Minutes of the meeting of Tuesday 27 August 2024.
24-159	Finance <ol style="list-style-type: none">i. It was resolved to approve payments due since last meeting of £27,856.61, see appendix A below.ii. It was resolved to approve the Clerk's financial report and bank reconciliation.iii. It was resolved to approve the overtime for the Assistant Groundsperson.iv. AGAR 2023-24- The External Audit Report from Moore has now been received and a copy of this, together with the AGAR sections 1 & 2, the Internal Audit Report and the Notice of Conclusion of Audit have been placed on our website and noticeboard. The following points have been raised by Moore and were discussed. The Clerk will ensure that these are followed when completing the AGAR for 2024/25:<ol style="list-style-type: none">a) To list the bank account names on the Bank Reconciliation.b) To include figures based on Income & Expenditure (the accounts are already being prepared using this method for the current year).c) To ensure necessary supporting financial information is submitted to support variances explanations.d) To ensure the Internal Auditor does not tick 'yes' to control objective F on the annual internal report which would indicate that the Parish Council operates a Petty Cash system, which we do not. Therefore, in future, box 'not covered' should be ticked with an explanation of 'none held.'v. It was resolved to approve that Gallagher Insurance Brokers Ltd, arrange Public Liability, Employers Liability, and contents insurance through Hiscox Underwriting Ltd for another year at a cost of £4,807.79.

	<p>vi. It was resolved to consider and approve a Long-Term Agreement with Hiscox for three years to freeze this cost (assuming no material facts concerning the policy are changed and that the Government set Insurance Premium Tax is not increased).</p>
<p>24-160</p>	<p>Chairmans Report</p> <p>An update on the meeting with the Leader and Chief Executive of HDC on 3rd September was received. Items discussed were:</p> <ul style="list-style-type: none"> i. Car parking enforcement- significant concerns were regarding parking enforcement, particularly School Road and Hillcrest Avenue, where yellow lines are often ignored. Enforcement officers have been visiting once per month, but this is being increased to twice per week but only until 3 October, although this is being reviewed. ii. Working arrangements- There are difficult relationships with HDC due to lack of communication and delays in invoicing. No CCTV reports have ever been received from HDC despite several requests. iii. Open Spaces Responsibility- the existing policy has been in place for over ten years. This is now due to be renewed with a possible suggestion that some of the open spaces and areas supported by Management Contractors (ManCo) may be offered to the Parish Councils. iv. New Local Plan- no further updates. HDC have been following the previous Government's rules. <p>Since this meeting, the Kibworth Harcourt Parish Manager and Cllr Feltham have had a further meeting with John Kemp, the Environmental Officer from HDC to discuss some of the issues raised. It was agreed that regular meetings and clearer communication is necessary. He will also refer back to the Finance department at HDC to raise the delay in invoicing.</p>
<p>24-161</p>	<p>Clerks Report</p> <p>An update was received on:</p> <ul style="list-style-type: none"> i Telraam Traffic Counting Project. Most of the devices have now been distributed to the volunteers and agreements signed. We have been advised by our Insurers that the devices and any liability is covered within our existing policy. Data is now active and initial figures show, as we expected, an enormous amount of traffic on the A6. ii The meeting with South Leics School Sports Partnership regarding a Monster Trail. See Joint Recreation Report in Appendix B below for more information. iii Parish Liaison meeting 10 September. The Parish Manager and Cllr Copson attended this informative meeting which was focussed on current grant opportunities. iv Dog Bin on Fleckney Road. LCC have advised that the Parish Council may go ahead and replace this. The new bin has now been ordered and received. The Grounds team are looking into costs of barriers & cones to section off the area whilst works are being undertaken. These will be useful for any future bin or bench installations. v Community Safety Vehicle to come and engage with residents. This has been provisionally booked for during half term week on Monday 21 October, 10am-2pm. The van will park in the Community Hub carpark. vi CCTV- Monitoring and Maintenance by HDC and visit to the control room. There has been an increase in the maintenance costs passed on from HDC who will now charge us £689.75 for all six cameras and the server. Monitoring costs remain the same at £300 per camera. The Parish Manager, Cllr Munro and Cllr Beasley-Reynolds will arrange to visit the Control Room at HDC to discuss and view the system. A provisional date of Wednesday 9th October at 2pm has been suggested.

- vii **Network Rail, School Road Bridge flooding issues.** Network Rail have been working closely with LCC to try and get this resolved. We have now been advised that works for a new drainage system will commence on 14 October and may take up to two weeks to complete.
- viii **Christmas tree for the roundabout.** See UK Shared Prosperity Report Appendix C below.
- ix **Two benches and one bin** have been ordered for the skatepark, together with another bin in Warwick Park. These should be received in the next 3-4 weeks.
- x **The Grounds team have requested some work fleeces & polo shirts** which will include 'Kibworth Parish Councils' embroidered onto them. Councillors were happy to proceed, and the Parish Manager will order these at a cost of around £235.

24-162

Planning

No new applications have been received prior to the publishing of the agenda.
An update was received on:

- i. **14 Leicester Road** - outline application for three houses with access off The Leys has been withdrawn because HDC were going to refuse it as it had no details about the effect on the adjacent listed buildings - Coach & Horses and The Grey House. It is expected to come back eventually as a full application.
- ii. **4 Station Street** - Original house now demolished and land being levelled. A tree has been removed, with permission, from the jitty that runs from chemist to School Road as it was in the way of a boundary fence. Two bollards have been removed, with permission, on Station Street as this will be the new entrance to the development.
- iii. **22 & 24 New Road** - an appeal has been lodged due to HDC taking too long to determine the latest application (non-determination).
- iv. **70 High Street** - Permission was granted last week for the centre of the cob/mud wall to be removed as dangerous (leaning out towards the pavement), but the two ends will be retained; the centre section will be wood. Winter and wet weather conditions mean it is likely to be completed next spring and then the barriers can be removed from the pavement by the county council.

New applications have been received after publication of the agenda, and these will be discussed, and actions agreed by the Planning Committee as the deadline is before our next meeting:

- a **24/01156/FUL**
Relocation of existing access, including new footpath crossover, part demolition of boundary wall, and blocking off of existing access, 26 New Road, Kibworth Beauchamp
- b **24/01200/NOT**
Notification to determine if Prior Approval is required for a Proposed Larger Home Extension (erection of a single storey rear extension, depth 8.00m, maximum height 3.00m, and eaves height 3.00m), 26 New Road, Kibworth Beauchamp

Deadline for comments is 14 October.

This application is back for the third time in two years. This time retaining the existing cottage (listed as of local heritage interest in Neighbourhood Plan).

The double fronted brick house is a Victorian building on New Road built to house the manager of the neighbouring gas works – now the Kingsley Business Park. Behind and

	<p>alongside the building runs the Midland Mainline railway between Sheffield and London St Pancras. Over the front door is a sign reading “Kibworth Gas Light & Coke Company 1868”. This sign is a reminder of this important new source of heat and light for the community back then. The existing owner has painted over this sign in white paint.</p> <p>The first application (01156) is to close off the existing drive alongside the cottage, and instead open up a new gap in the wall and turn much of the garden into a parking lot for up to four cars - should not be a problem if Highways support. They will check sight lines etc.</p> <p>Second application (01200) is not a normal full application, but a request to see if planning is needed for a large single story flat roof extension over most of the rest of the garden at the rear.</p> <p>We would like to see the applicant remove the white paint covering the heritage sign over the front door as a condition!</p>
<p>24-163</p>	<p>Reports See appendix B</p>
<p>24-164</p>	<p>UK Shared Prosperity Funding See appendix C</p>
<p>24-165</p>	<p>£1m Community Grant Fund Ideas for the £70k grant which has been allocated for capital projects to be shared across both Kibworth Parishes were discussed.</p> <p>It was resolved to approve the Initial bidding ideas (in principle) from the Parish Councils as below:</p> <ul style="list-style-type: none"> • Fencing around Polwell Road Play area £9,995.40. • Play Tower at Polwell Road Play area £20,000 estimate. • Tarmac Pathway in Smeeton Road Park £TBC. • Rustic in ground seating benches x 3 near wildflower area in Warwick Park £2,725.37. • Low level Hedge surrounding wildflower area in Warwick Park £1,113.90. • Concrete Table Tennis Table at Muga site in Warwick Park £4,000 estimate. • Bespoke Seating around Muga site in Warwick Park- £TBC. • Wheelchair friendly Picnic Bench in Warwick Park, opposite skatepark near Primary School field boundary £768. • Landscaping at Natural Burial Area, Kibworth Cemetery £4,300. <p>All the above are on our list of objectives, have been requested by the community, and/or are a health and safety concern.</p> <p>It was resolved to support the request (in principle) from Kibworth Village Hall for a for a share of the grant to be used towards:</p> <ul style="list-style-type: none"> • A new window in the toilets (current one is rotten). • Replacement of the front steps which are worn and uneven. <p>Total cost is £1,700. Funding request, up to £1,700.</p>

	<p>It was resolved to support the request (in principle) from Kibworth Scouts for a share of the grant to be used towards:</p> <ul style="list-style-type: none"> • Outdoor classroom, activity areas & resources. • Mud kitchen. • Climbing ropes, ladders, and forest equipment. • Associated building costs, installation, and storage unit. <p>Total cost is £26,880. Funding request, £25,380.</p> <p><i>Note: all the above projects will exceed the £70k available. Therefore, the Parish Councils and two organisations have agreed to meet to discuss priorities and to check if any of the items may fit the criteria against other grants, such as S106 contributions. The Parish Manager will arrange the meeting in due course.</i></p>
<p>24-166</p>	<p>Community Hub redevelopment A progress update was received:</p> <ol style="list-style-type: none"> i. The building work is well underway. ii. Disruption has been fairly minimal although issues surrounding the closure of the disabled toilet is a concern. iii. Contracts with MJE Contractors have now been signed. iv. The paperwork for the new combined charity is in progress. v. Our Solicitor is working on a revised lease for the combined new charity. vi. The library has expressed concern regarding lack of communication in the past. This has now been rectified. vii. Smeeton Westerby Parish Council have donated £5,000 towards the project. viii. Costs for the next phases have now been received, broken down into stages. Our fundraiser is working hard to achieve more funding.
<p>24-167</p>	<p>Joint Board Expenditure</p> <p>Joint Recreation Board</p> <ol style="list-style-type: none"> i. An update regarding the recent damage to the zipwire, resulting in the temporary closure was received. The Joint Recreation Board will discuss this further at their next meeting, particularly how the costs of the repairs can be met. ii. It was resolved to approve the cost of £580.00 + VAT for Hedgelaying to Landscaping to replace two dead trees in Queens Walk, Smeeton Road Park.
<p>24-168</p>	<p>Future Agenda No requests or suggestions from Councillors, of items to be added to the next meeting agenda were received.</p>
<p>24-169</p>	<p>HR & Staff (no members of the public were present in the meeting at this point). No updates were received.</p>
<p>24-170</p>	<p>Next meetings Tuesday 22 October 2024 Tuesday 26 November</p>

The meeting closed at 9pm

Signed: _____ (Chairman) Date _____

Payments due since last meeting

Payee	Description	Code	Net	VAT	Gross
Payments made in August 2024 (not approved at last meeting)					
BP Express	Unleaded petrol for GP power tools	EQ	£12.47	£2.50	£14.97
Benchmark Property Ltd	Project Management of Community Hub project	IB	£5,000.00	£1,000.00	£6,000.00
KHPC	Office consumables	IB	£10.98		£10.98
KHPC	Cemetery Electricity	IB	£5.28		£5.28
KHPC	Tree Survey Cemetery	IB	£633.60		£633.60
Moore	External Audit Report	IB	£1,365.00	£273.00	£1,638.00
Sexton	Base to Sundial & Plaque & RBL Canopy Plaque	IB	£1,155.84	£231.16	£1,387.00
Total			£8,183.17	£1,506.66	£9,689.83
Payments due in August 2024 (Paid in September)					
HSBC	Bank charges August 2024	DD	£8.00		£8.00
Total			£8.00	£0.00	£8.00
Payments due in September 2024					
Cuttlefish	Annual website licence & domain renewal	IB	£550.00	£110.00	£660.00
Kibworth GSH	Parish Meeting 24/9/24	IB	£31.50		£31.50
Mr Zipwire Ltd	Zipwire inspection for vandalism	IB	£240.00	£48.00	£288.00
Hyundai Power Products	Assessment and re-delivery of faulty jetwash-GP	IB	£90.02	£18.00	£108.02
HDC	Annual Maintenance CCTV	IB	£687.75	£137.55	£825.30
BT	Parish Office phone & Wi-Fi	DD	£54.85	£10.97	£65.82
O2	Parish Phone & iPad contracts	DD	£102.47	£20.49	£122.96
Gallagher	Hiscox Public Liability Insurance	IB	£4,807.79		£4,807.79
Earth Anchors	Dog bin & post- Fleckney Road	IB	£239.95	£47.99	£287.94
BP Express	Van diesel	EQ	£45.58	£9.12	£54.70
Nest	Employee Pensions September 2024	DD	£497.71		£497.71
HDC	Rospa Play inspections 2024	IB	£475.00	£95.00	£570.00
Spendlove Contracting	Hedge trimming Smeeton Road Park	IB	£800.00	£160.00	£960.00
Staff	Salaries September 2024	IB	£7,186.14		£7,186.14
HMRC	PAYE September 2024	IB	£1,692.90		£1,692.90
Total			£17,501.66	£657.12	£18,158.78
Total payments since last meeting			£25,692.83	£2,163.78	£27,856.61
29/08/2024	Transfer from savings account		£6,500.00		£6,500.00
30/08/2024	Transfer from savings account		£3,000.00		£3,000.00
24/09/2024	Transfer from savings account		£18,000.00		£18,000.00

Reports

Leicestershire County Council

Passenger Transport Network Review

Leicestershire County Council is working on a countywide review and redesign of its supported bus network. The review is being undertaken in close collaboration with bus operators through the Leicestershire Enhanced Bus Partnership and also working closely with them to explore how we can strengthen and stabilise their commercial networks.

We are currently in discussions with bus operators in phase one and are reviewing those services supported by the Council. Please find attached briefing slides detailing the background, aims, funding and planned communication approach in relation to this project. Information is also updated on the choose how you move website <https://www.choosehowyoumove.co.uk/public-transport/enhanced-bus-partnerships/leicestershire-buses>

Getting in touch with the county council

Plans to make sure more people contacting Leicestershire County Council get the help they need have been laid out in a new strategy. Nearly half a million (488,600) people have contact with the council every month (not including 300,000 website visits), over half, 295,000, making use of the county council's online contact options. Around 130,000 phone calls also received each month— an average of 6,500 every working day, looking for assistance on one of the county council's services, ranging from registering a birth to applying for a bus pass.

Both individuals and organisations -are now being asked to feedback on the Customer Experience Strategy, which sets out a plan to make sure that people can communicate with services quicker via modern, accessible technology. The new approach will also help to ensure that people who telephone the council get through, instead of missing out on help when lines are busy.

The customer consultation is open until 10 November 2024 at www.leicestershire.gov.uk/customer-experience.

Flooding

There is no single organisation that is responsible for flooding. Depending on what has caused the flood, you will need to contact different organisations. The county council is the lead local flood authority (LLFA) and more details of who to contact can be found at www.leicestershire.gov.uk/environment-and-planning/flooding-and-drainage/report-a-flood but if unable to complete the online form, then report to flooding@leics.gov.uk

Cllr Kevin Feltham

Harborough District Council

Birdie Close has the Kibworth Brook running through it and several months ago the banks collapsed. The land is the responsibility of HDC not the Environment Agency and the matter is finally being sorted by HDC environmental services - no date provided yet.

Cllr Kevin Feltham

Joint Recreation Board

The KJRB had their annual walk round on the 17th of September. They visited Smeeton Rd Park and The Rookery. The Clerks and Groundsperson also attended.

Smeeton Rd Park

1. Exposed Tree Roots in the Upper Corner of the park

The group agreed that these roots may cause a trip hazard. Several contractors have assessed the roots but were unable to suggest a solution.

The Groundsperson suggested that it would be possible for him to use some of the earth from the skatepark waste to cover the tree roots and then we could potentially cover this with gravel or another type of stone. This would protect the tree roots and make the right of way safe.

2. Hedges

The group observed how well the Newtown Close hedge and the hedge near the tennis courts had been trimmed.

The ongoing management of land behind the Cedar close houses was discussed and it was agreed to trim the ground and the hedge to one metre from the footpath.

3. Tarmac Path by the Inclusive Playground and Tennis Club

The wide tarmac path has been slowly deteriorating over many years. It is the entrance for all maintenance and contractor vehicles and has numerous potholes and uneven surfaces. A parishioner recently tripped on the tarmac and the group agreed that it would be ideal if we could try and get funding to completely renew the tarmac.

Signs have been put in place warning the public of the uneven surface and a contractor is due to visit on 25th September to give a quote for the work.

4. Queens Walk

As mentioned in previous reports the two dead trees will be replaced in the autumn, subject to Councillors approving the cost of £580 plus VAT.

Interpretation Boards

The group agreed to bid for oak Interpretation Boards in Warwick Park, Smeeton Rd Park and the Rookery from the Prosperity Fund that is available to highlight the heritage of the village. These boards will hopefully also include schematics of what is in the park.

The Rookery

Shrubs will be planted around the pond in the autumn.

Discussion took place regarding the provision of a lifebuoy and a warning sign near the pond. These are strongly recommended for safety. A price for these will be obtained.

Rospa Inspections

Inspections arranged by HDC have been conducted in all the parks during August. We have now received the reports and whilst there are some minor low-risk issues, there are no high-risk problems which need addressing. The Grounds team can do some of the remedial work but anything else will be referred to an external contractor.

Warwick Park

1. Rustic Benches

The community has requested more benches around the wildflower area. A quote for these has been obtained. We will hopefully make a bid for these from the Community Grant.

2. Monster Trail

As explained in the report last month, South Leicestershire School Sports Partnership had requested to have a Monster trail in Warwick Park in the middle of October.

There has been a Zoom meeting with Hussein Khan from the organisation. He discussed the work that they do and how the trail works. They hoped that Smeeton Rd Park may also be a venue for part of the trail.

They have now to do a risk assessment before coming back to us with more information.

3. Zipwire

The Zipwire has again been damaged by misuse. This damage unfortunately is serious and has been caused by the total disregard of the rules for the use of the zipwire.

We have been advised that six young people at once were seen standing on the seats and riding the Zipwire. We will consult with HDC to see if any CCTV images can be obtained to identify the people.

The contractor has stated that he has never seen such severe damage in 24 years. The Zipwire has been closed until we can assess the situation.

Cllr Pat Copson

Joint Burial Board

The last KJBB meeting was held on the 7th of August 2024

- Complaints have been received about the compost heap at the edge of the cemetery, which is now spreading further up the Cemetery this has been reported to HDC and they have now combined the piles into one.
- A meeting has been arranged with Steve Parker the fundraiser to see if he can assist in a grant for the garage/workshop. Pre-planning application advice from HDC has been requested.
- The next meeting is to be held on the 25th of September via Teams.

Cllr Kevin Feltham

Kibworth Community Hub (Grammar School Hall)

A steering group, library and KCH trustees meeting was held last week.

KCH Trustees met 23rd September.

Finances August 2024 - Opening balance £4925.30 / Closing Balance £4310.36 however the closing balance includes £200 which is to be transferred into the savings (Fundraising) account. August is traditionally a quiet month for business, however Trustees are concerned at the decreasing balance.

Building work continues and has caused some issues, mainly due to communication.

Cllr Amanda Bland

Kibworth Allotments Society

The new allotment year has begun in September with all plots - including the newly formed plots - taken up. There is still a small waiting list.

There have been reports of some disturbances and thefts from the allotments recently.

The AGM was held on 1st September and was well attended. The updated constitution was agreed, and the Officers and committee members were all re-elected for a further year.

Cllr Amanda Bland

Youth Report

The Constitution for the Youth Council has been written and will be circulated to councillors shortly for discussion and approval at the meeting in October.

Cllr Chris Keen

Appendix C

[UK Prosperity Fund Update](#)

1. Corner of School Road and High Street

We are waiting for final confirmation that we can remove the unsightly advertising banners. The legal department of Platform Housing do not wish us to tidy the greenery or have a permanent sleeve for the Xmas tree on the corner but would allow us to remove the banners. In the meantime, we have asked for a quote from Welford Christmas Trees for a 20 ft tree for the roundabout.

2. Business Forum

The business forum had a meeting on the 19th of September. They were asked to consider disabled access and seasonal trails which can be funded by the grant. The forum has also met with the organiser of the Xmas event to discuss the potential role of local business.

3. Heritage sign

We are still waiting for the sign to be completed for the roundabout.

Cllr Pat Copson