

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 22 October 2024 at 7.00pm.

Those attending were Cllrs Andrew Munro, Pat Copson, Kevin Feltham, Christopher Beesley-Reynolds, Caroline Abbott, Amanda Bland, Chris Keen, Maria Smith (Parish Manager and Clerk) and Tina Stringer (Deputy Clerk). Two members of the public were present, including D.Cllr. Philip King.

The meeting was opened at 7pm by the Chairman.

24-171	Public Participation A member of the public was present to request co-option onto the Parish Council, following submission of her written application.
24-172	Procedural <ol style="list-style-type: none">i. It was resolved to accept and approve apologies for absence from Cllr. Chris Lee.ii. It was resolved to accept and approve a request for co-option from Lesley Fehn. The Declaration of Acceptance of Office was signed accordingly.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 24 September 2024.
24-173	Finance <ol style="list-style-type: none">a It was resolved to approve payments due since last meeting of £107,580.52 (see appendix A below)b It was resolved to approve the Clerk's financial report and bank reconciliation.c It was resolved to approve the overtime for the Assistant Groundsperson.d Following discussion, it was resolved to approve the spending against budget to 30 September 2024.e It was resolved to approve the daily online banking limit for bill payments to be increased to £25K.f It was resolved to approve that the RFO pay invoices upon receipt and within the same calendar month, for invoices received from KHPC in respect of shared assets and expenditure. Invoices will still be presented at Parish Council meetings for inspection and signatories.g It was resolved to approve the revised MOU between both Kibworth Councils, amended to show the above resolution. A small typing error was noted and will be corrected.h It was resolved to agree the rules of the new bank mandate with HSBC of 'any two to sign'. All councillors present at the meeting, together with the Parish Manager and Deputy Clerk signed the new mandate. The Parish Manager will obtain the missing signatories as soon as possible before submitting the completed mandate to HSBC for processing.

	<ul style="list-style-type: none"> i It was resolved that the Parish Council switches to Scribe, a finance software package specifically for Parish Councils, with effect from 1 November 2024. The following costs were approved and the Parish Manager will proceed with the set up: <ul style="list-style-type: none"> a) £719 + VAT initial set up fee. b) £149 + VAT Add-ons (optional and only if required) c) £74 + VAT per month with no contract term, payable by Direct Debit
24-174	<p>Chairmans Report</p> <ul style="list-style-type: none"> i. An update was received on the Community Hub project. A letter has been sent to a large, local financial institution to seek funding support on a ‘Sponsored Partner’ basis with the proviso of the installation of electronic equipment to act as a banking facility at the hub. We are still awaiting a response. ii. Concerns have been raised on the financial position of the Community Hub. At their recent trustee meeting, it was agreed to prepare a financial recovery forecast.
24-175	<p>Clerks Report</p> <p>To receive an update on:</p> <ul style="list-style-type: none"> i Following a meeting with the event organiser, the Christmas Event due to be held 4 December 2024 has unfortunately been cancelled. This is due to the lack of food vendors signing up to the High Street and the health and safety concerns surrounding the building works to the Community Hub. No fees or costs will be incurred. A full statement has been issued on our website and social media accounts. ii Telraam Traffic Counting Project- five of the six devices are now in place and data can be tracked by anyone visiting: https://telraam.net/en#14/52.5330/-0.9976 We will need a few months of data to build up any case to put to LCC Highways. iii CCTV- We are still awaiting a response from HDC whether they will waiver the monitoring & maintenance costs for the camera which is installed in their carpark at the Community Hub. A visit to the control room to view the system has been postponed and will be rearranged shortly. iv Network Rail, School Road Bridge flooding issues. Work on the drainage system should be completed by 23 October 2024. v Christmas tree for the roundabout. This will be installed using funds from the UK shared Prosperity grant. vi Parish Notice Board. The Well have advised that their landlords have given permission to site the Parish Noticeboard on the wall adjacent to their shop/café. Our grounds team will arrange to move this soon. vii The Poppy Wreath for 2024 has been ordered and received at a cost of £20. viii TPO for tree on the High Street outside Lewis’s Barbers (formally the Striped Pole) has now been finalised by HDC. ix A bin and two new benches have arrived from Broxap, to be installed shortly in the skatepark.
24-176	<p>Planning (see appendix B for more details)</p> <p>It was resolved to agree the actions for the following new planning applications:</p> <ul style="list-style-type: none"> i. 24/01284/SCR Proposed solar farm with co-located battery energy storage scheme on land east of Kibworth Road, Saddington, and land to the north of Wistow Road, Kibworth Harcourt, Harborough The Town and Country Planning (Environmental Impact Assessment) Regulations 2017, Land East of Kibworth Road Saddington and Land North of, Wistow Road Kibworth Harcourt Object

	<p>ii. 24/01265/AGR Prior notification for the erection of an agricultural building, Grange Farm, Harborough Road, Kibworth Beauchamp No Comment</p>
24-177	<p>Reports See appendix C below.</p>
24-178	<p>UK Shared Prosperity Funding See appendix D below.</p>
24-179	<p>Youth Council- Constitution It was resolved to approve the constitution for the Youth Council. The application form has also been designed, based on the constitution, and will be shared with Councillors shortly.</p>
24-180	<p>£1m Community Grant Fund At the Parish Council meeting in September, it was resolved to support all projects in principle, but as the combined project value exceeded the grant available, a meeting was arranged with members from both Parish Councils, Scouts, and village hall committee to discuss priorities and objectives. At the meeting, all parties agreed the following:</p> <ol style="list-style-type: none"> i. The Parish Councils fully support the Scouts proposal, however, it was agreed that the application is submitted in stages, with the 'Mud Kitchen' being removed from the first stage. This will bring the initial grant request down to £22,392. ii. The Scouts will submit this reduced application of £22,392 in the first round of the grant, deadline of 20 October. iii. The Scouts will research other grants to see if any would be applicable for the remainder of the project. iv. The Kibworth Parish Councils will continue to gather quotes and look in more detail at their list of objectives and see what can be achieved from other means, such as alternative grants etc, before proposing which projects will be included within the next round of grants. v. The Village Hall will submit their application of £1,098 for new front steps, in the first round of the grant, deadline 20 October. vi. A further meeting will be arranged towards the end of November to mutually agree the next steps for the next round of applications, deadline of 16 February 2025.
24-181	<p>Community Hub redevelopment Building works are well underway and the roof will be installed shortly. The next invoice from the contractor MJE is due next week and will be paid from grants received. The Parish Manager will advise Councillors once the invoice has been received and prior to any payments being made. Health and safety concerns were raised regarding the temporary lighting along the passageway to the entrance. The Chairman will raise these concerns with the Hub Trustees as soon as possible and discuss alternative options to light the area.</p>

24-182	<p>Joint Board Expenditure</p> <p>Joint Burial Board (costs shared with KHPC)</p> <ul style="list-style-type: none"> i. It was resolved to approve the cost of £190 for a Midi Skip for two weeks to clear rubbish at the cemetery ii. It was resolved to approve the cost of £3,840 for high priority tree works in the cemetery, following the recent tree survey.
24-183	<p>Councillor Training</p> <p>The following training courses provided by LRALC were discussed and it was resolved to approve the costs and number of places required:</p> <ul style="list-style-type: none"> i. Councillor - £50 per person, three places required. ii. Code of Conduct - £30 per person, four places required.
24-184	<p>Action Plan</p> <p>It was resolved to approve the updated Action Plan following its six-month review.</p>
21-185	<p>Van Insurance</p> <p>It was resolved to agree to renew the van insurance through Howden Insurance for another 12 months from 1 November 2024. The policy would be held with Ageas. The premium is £757.73 (reduced since the agenda was published), compared with £757.23 from the previous year. This cost will be shared with KHPC.</p>
24-186	<p>Future Agenda</p> <p>The following will be discussed at the next meeting:</p> <ul style="list-style-type: none"> i. Draft Budget for 2025/26
24-187	<p>HR & Staff (no members of the public were present in the meeting at this point). There have been a few staff absences over the last few weeks due to sickness and annual leave.</p>
24-188	<p>Next meetings</p> <p>Tuesday 26 November 2024 No meeting in December Tuesday 28 January 2025</p>

The meeting closed at 9.15 pm.

Signed: _____ (Chairman)

Date _____

Payments Due Since Last Meeting

Payee	Description	Net	VAT	Gross
Payments made in September 2024 (not approved at last meeting)				
BP Express	Van diesel	£25.83	£5.17	£31.00
Trade UK	Grounds team Kit & Materials September 2024	£101.53	£20.29	£121.82
TP Jones	Payroll Preparation July-Sep	£46.25	£9.25	£55.50
HDC	CCTV Camera Monitoring	£2,300.00	£460.00	£2,760.00
Benchmark Property	Project Management of Community Hub project	£2,000.00	£400.00	£2,400.00
KHPC	Towergate Equine Trailer insurance-Lychgate	£95.38		£95.38
KHPC	Office Rent	£198.00		£198.00
KHPC	Room Hire- HDC Meeting	£9.24		£9.24
KHPC	N.A.M.M Cemetery Memorial Training	£858.00		£858.00
KHPC	Grounds team Kit & Materials September 2024	£19.19		£19.19
KHPC	Cemetery Electricity Sep 24	£5.28		£5.28
KHPC	Office paper & ink cartridges	£112.55		£112.55
Total		£5,771.25	£894.71	£6,665.96
Payments due in September 2024 (Paid in October)				
HSBC	Bank charges September 2024	£8.00		£8.00
npower	Unmetered Electricity Jul-Sep 2024	£333.75	£16.69	£350.44
Staniforth Architects	Construction site phase drawings- Comm Hub	£1,249.00	£249.80	£1,498.80
MJE Contracts	Invoice 1- Building works Community Hub	£72,182.40	£14,436.48	£86,618.88
Total		£73,773.15	£14,702.97	£88,476.12
Payments due in October 2024				
Equals Prepayment	Top up to £500	£264.99		£264.99
Brunel Engraving	Replacement perspex backs x 10 for QW plaques	£94.95	£18.99	£113.94
Kibworth GSH	Room Hire- Parish Meeting 22/10/24	£31.50		£31.50
Photocast Products	Fields in Trust QEII Plaque	£90.79	£18.16	£108.95
Harcourt Garage	Parish Van service & new tyres	£229.92	£45.98	£275.90
Broxap	2 new bins Warwick Park	£666.00	£133.20	£799.20
Wickes	Groundsperson kit & materials	£4.58	£0.92	£5.50
LRALC	Playground Inspection training course	£99.00		£99.00
BT	Parish Office phone & Wi-Fi	£54.85	£10.97	£65.82
O2	Parish Phone & iPad contracts	£102.47	£20.49	£122.96
Screwfix Direct	Socket Screws-Grounds team	£4.82	£0.97	£5.79
Sainsburys Fuel	Van diesel	£39.45	£7.89	£47.34
Glisteningpro Valet	Van valeting	£12.00		£12.00
Broxap	2 x steel frame, recycled slat benches-Skatepark	£924.00	£184.80	£1,108.80
Nest	Employee Pensions October 2024	£497.71		£497.71
Staff	Salaries October 2024	£7,185.94		£7,185.94
HMRC	PAYE October 2024	£1,693.10		£1,693.10
Total		£11,996.07	£442.37	£12,438.44
Total payments since last meeting		£91,540.47	£16,040.05	£107,580.52
27/09/2024	Transfer from savings account	£7,000.00		£7,000.00
05/10/2024	Transfer from savings account	£88,000.00		£88,000.00
22/10/2024	Transfer from savings account	£2,500.00		£2,500.00
29/10/2024	Transfer from savings account	£10,000.00		£10,000.00

Planning Report October 2024

New Planning Applications

24/01156/FUL

Received: 20 September 2024, deadline: 14 October 2024

Relocation of existing access, including new footpath crossover, part demolition of boundary wall, and blocking off of existing access, 26 New Road, Kibworth Beauchamp

This 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.

Decision: To comment 'The Parish Council would like to see the applicant remove the white paint covering the heritage sign over the front door as a condition'.

24/01200/NOT

Received: 20 September 2024, deadline: 14 October 2024

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

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 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.

This 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.

Decision: No Comment

24/01184/FUL

Received: 25 September 2024, deadline: 18 October 2024

Erection of a two-storey side extension, 64 Weir Road, Kibworth Beauchamp

Extension of bedroom three over garage which is being turned into office and utility. Already has parking for three cars so in line with Neighbourhood Plan.

Decision: No comment

24/01206/VAC

Received: 25 September 2024, deadline: 18 October 2024

Erection of a self-build dwelling for retirement living with associated parking and landscaping (Variation of Conditions 2 (approved plans) to provide for an amended (reduced) design, Removal/discharge of Conditions 4 (materials) and 11 (Ext storage and EV details) of 23/01190/FUL) | The Hollies, Fleckney Road, Kibworth Beauchamp

This site already has permission for the self-build. This application is a variation of conditions for reduced design, and discharge of conditions being completed (materials, storage, EV details). The size (length) of the garage and master bedroom balcony have been reduced. The triple garage is now an oversized double garage. The master bedroom suite has been reduced by 365mm and the external balcony considerably reduced.

Decision: No comment.

The above applications were discussed, and actions agreed by the Planning Committee prior to the meeting, as the deadline fell between meetings. The following new applications will be discussed at the meeting on 22 October 2024:

24/01284/SCR

Received: 3 October 2024, deadline: 30 October 2024

Proposed solar farm with co-located battery energy storage scheme on land east of Kibworth Road, Saddington, and land to the north of Wistow Road, Kibworth Harcourt, Harborough The Town and Country Planning (Environmental Impact Assessment) Regulations 2017, Land East of Kibworth Road Saddington and Land North Of, Wistow Road Kibworth Harcourt

Kibworth Beauchamp Parish Council discussed this screening opinion request and decided that it was important that an Environmental Impact Assessment is necessary with any planning application for this solar farm. Two reasons were given: 1) both sites are adjacent to the Grand Union Canal which has been designated as a Conservation Area since 2000, and 2) the size of development area covered at 39Ha greatly exceeds the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 threshold of 5Ha.

Decision: Object

An EIA – Environmental Impact Assessment is required.

24/01265/AGR

Received: 16 October 2024, deadline: 30 October 2024

Prior notification for the erection of an agricultural building, Grange Farm, Harborough Road, Kibworth Beauchamp

The location is at Grange Farm at their existing property off A6 nearly opposite the Shooting Club. Barely be seen from A6 or the village.

Big grey barn (area 1500 sq. m, height 11m). This building will replace existing structures that have come to the end of their life. It will also provide cover of manure and silage stores to assist compliance with environmental regulations as well as livestock housing.

Decision: No comment.

Reports

Leicestershire County Council

Major step forward for Leicestershire's electric vehicle charging network.

Leicestershire County Council recently issued a press release about having obtained some new funding they will be working with partners to install charge points across the county. Electric vehicle ownership across the county increased by over 60 per cent between 2021 and 2023 and the numbers continue to rise, with research suggesting that up to one in four registered cars could be electric by 2030.

Although specific charge point locations have yet to be finalised, the focus will be on residential streets in highly populated areas, where access to private off-street parking is limited. The delivery of charge points is planned from 2025 onwards, following engagement with local communities. The Barnards Way car park has already been put forward as a possible location for charge points.

Enjoy super Saturdays with free bus travel.

People across Leicestershire can take advantage of free bus travel on Saturdays from 19th October. The Free Fares scheme has no age restriction and will run every Saturday until 30th November.

To qualify for free travel, passengers on the participating routes and services will need to start or end their journey in Leicestershire. They will also have to inform the driver on their chosen destination. The scheme is being delivered on behalf of the Leicestershire Enhanced Bus Partnership under its newly established Leicestershire Buses brand.

This is a collaboration between Leicestershire County Council and commercial bus operators, with the scheme funded through Department of Transport Bus Service Improvement Plan (BSIP) grant funding. The aim of the Free Fare scheme is to encourage people to choose bus travel. It launches ahead of the winter months and holiday season to help people save money, encourage connectivity, and provide support in combating loneliness and isolation.

Cllr Kevin Feltham

Harborough District Council

i. Parking Enforcement

There has been an increase in parking enforcement, particularly for parking on yellow lines or blocking driveways. Wardens were visiting just once per month but will now be patrolling once per week and at different times.

ii. School Road Bridge - works to drain

Network Rail have been completing works to solve the drainage issue. However, this caused problems with the HDC bin emptying truck which was unable to empty the bins in this area as the road was blocked.

iii. Peer challenge

HDC has arranged for the Local Government Association (LGA) to conduct a Corporate Peer Challenge (CPC) in November 2024. Cllr King will be involved with the meetings focused on Market Harborough and Lutterworth in November.

iv. Local Plan

District councillors have been informed of the new Local Plan timescale and the next opportunity for public involvement (known as Regulation 19) on the pre-submission version of the Plan is due to start on 8 January for what is assumed will be a 12-week consultation. Councillors have been advised private briefings could be in November or December, so that will be the first chance our Kibworths ward councillors find out where the size and location of developments are being proposed. The council is still aiming for submitting the new Plan to the planning inspector in the summer of 2025.

v. County Flooding Event

LCC are looking for locations within the parish to house sandbags in case of flooding. The Parish Council does not have any suitable locations and the HDC owned carpark at the Community Hub may be the best location.

Cllr. King

Joint Recreation Board

Warwick Park

i. Hedge along the back of Longbreach Road

The KJRB agreed that this hedge should be trimmed and a quote from a contractor will be obtained. A quote to plant two donated trees will also be obtained.

ii. Skate Park

Following the ROSPA inspection report, Canvas has been contacted for advice regarding renewing the missing silicone in the joints of the concrete. It may be a job that the grounds team can complete.

iii. Fenced off Area Opposite the Skate Park

This area which was used for the spoil from the skate park has been left very uneven. The grounds team have found the earth too solid to rotavate. The KJRB agreed to have a contractor assess the situation.

iv. Zipwire

The situation regarding the vandalised zipwire was discussed by the KJRB. At the present time it was agreed that there are no budgeted funds available to repair the zipwire. A large sum of several thousand pounds will be needed to bring it back to a usable condition. This will be discussed again towards the end of the year to see what other budgets remain.

i. Monster Trail

The monster Trail organised by the South Leicestershire Schools Sports Partnership will go ahead this week in the park.

Smeeton Road Park

i. "Fields in Trust" plaque

The "Fields in Trust " plaque has been obtained from the organisation. The fields in trust status was obtained in 2012 for the Queen Elizabeth 2 Jubilee, however the plaque could not be found. The plaque is wall fitted so a place for installation has yet to be identified.

ii. Queens Walk

The KJRB has discussed having an official opening of Queens Walk by the Lord Lieutenant or his deputy. It was agreed to not set a date until the two dead trees were replaced in November.

iii. Tarmac Path

Several quotes have been obtained to renew the tarmac path by the tennis courts. One quote needs to be adjusted to include edging on certain parts of the path. A bid to the Community fund for funding will be made in November.

The Rookery

The KJRB has discussed how plants or a low fence can make the pond safer for children. A sign informing the depth of the pond (2ft) should also be erected.

Cllr Pat Copson

Joint Burial Board

The last KJBB meeting was held on the 25th of September 2024

- The grounds team attended the first part of the Memorial Inspection Training Course on the 19th of September. They found the course very informative. Once they have trained themselves on the different types and makes of gravestones, they will complete the second part. This part will involve an assessment and written exam.
- It was agreed that a freestanding “letters to heaven post box” rather than a wall-mounted one which can be placed next to the Memorial Garden, was preferred. Costings will be approved at the next meeting.
- A quote has been received for the revamping of the Natural Burial area for £4358.66. It was agreed that a further quote would be obtained and once approved, s106 monies will be applied for.
- HDC have now removed all the small piles of compost into one large pile.
- An application has been sent to the Heritage Lottery for approximately £90,000 which includes money for the workshop/garage and repairs to the Lychgate. This application will go before the lottery board in early November.
- After the recent tree survey, it was noted that many trees need work carried out on them. The cost for this is approximately £5,000.00, however it was agreed to only complete works to the ‘high risk’ trees which will cost £3,840.00.
- The next KJBB meeting will be held on Wednesday 13th November on Teams.

Cllr Kevin Feltham

Kibworth Community Hub (Grammar School Hall)

A Trustee meeting was held 18th October 2024:

- i. Finances -
 - a. September current account balances, opening £4,310, closing £3412.
This represents a continuing month on month loss which is highly concerning. Some blame can be put on higher running costs, however needs addressing urgently. A year-on-year account and financial recovery plan will be presented at the next meeting.
 - b. The savings account balance is £35,586, but £22,690 is ring fenced.
- ii. The Art Fair was a great success. The contribution of volunteers was acknowledged. The approximate profit was £1300.
- iii. Dishwasher is now installed.
- iv. The roof needs review again, following recent bad weather.
- v. Lynn Williams has decided to step down as a trustee.

Cllr Amanda Bland

Kibworth Allotments Society

2023/24 was a successful year for KAS. There have been some retiring allotment holders for the 2024/2025 season and together with the formation of new plots with Gateley's help, the waiting list has reduced. More allotment plots will become available over the next few weeks and any parishioners interested in obtaining a plot, joining a supportive and friendly group of allotment holders should contact kibworthallotments@outlook.com.

Cllr Amanda Bland

Youth Report

The Constitution and application form for the Youth Council has now been written. A meeting will be held towards the end of November with students from the High School, to provide information and encourage the young people to apply. It is hoped the first meeting will take place in January 2025, with the elections being held in May 2025.

Cllr Chris Keen

Appendix D

UK Prosperity Fund Update

Business Forum

The business forum has had their second meeting in September and have decided that they want to install planters and window boxes to improve the High Street. Cllr Copson and the Deputy Clerk have asked a forum representative to obtain prices for these as soon as possible.

The forum has also organised their first village trail for Halloween.

None of the businesses want to improve their disabled access at the moment.

Heritage Sign

As mentioned last month it is planned that the sign for the roundabout will be installed w/c 28/10/24.

Xmas Tree

We are waiting for a revised quote (if needed) to install a permanent sleeve for a 20ft tree on the roundabout.

Prosperity Fund- Heritage

The KJRB agreed to bid for six interpretation boards in the open spaces from this fund. Several quotes have been obtained and work is being completed on the historical content and maps of the parks.

The boards will be installed in the following areas.

- a) Warwick Park x 2
- b) Smeeton Road Park x 2
- c) The Rookery x 1
- d) Larkswood x 1

Cllr Pat Copson