

# 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 26 November 2024 at 7.00pm.**

Those attending were Cllrs Andrew Munro, Pat Copson, Kevin Feltham, Christopher Beesley-Reynolds, Caroline Abbott, Amanda Bland, Chris Keen, Lesley Fehr, Christopher Lee, and Maria Smith (Parish Manager and Clerk). Cllr. Philip King was also present. No other members of the public were present.

The meeting was opened at 7pm by the Chairman.

<b>24-189</b>	<b>Public Participation</b> No members of the public were present.
<b>24-190</b>	<b>Procedural</b> <ul style="list-style-type: none"><li>i. A resignation from Cllr Thure Johansen has been received and the Notice of Casual Vacancy has been published. Apologies were received from District Councillor Simon Whelband.</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 22 October 2024.</li></ul>
<b>24-191</b>	<b>Finance</b> <ul style="list-style-type: none"><li>i. <b>It was resolved</b> to approve payments due of £88,368.61 since the last meeting. (See appendix A below)</li><li>ii. <b>It was resolved</b> to approve the Clerk's financial report and bank reconciliation.</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 agree the electoral split between Kibworth Beauchamp and Kibworth Harcourt Parish Councils for 25/26 as KBPC 66%, KHPC 34%.</li><li>v. <b>It was resolved</b> to agree the percentage split between Kibworth Beauchamp and Kibworth Harcourt Parish Councils for 25/26 as KBPC 50%, KHPC 50% for:<ul style="list-style-type: none"><li>a) the Parish Van costs.</li><li>b) Office and sundry costs</li><li>c) The Grounds Team salaries, Employers National Insurance and Pension contributions</li><li>d) The Grounds Team kit, materials, tools, clothing, iPad, and phone</li></ul></li><li>vi. <b>It was resolved</b> to agree to adopt a 50% shared responsibility with KHPC of both Larkwood and Rookery Parks. These parks are owned by KHPC but sit within the Kibworth Beauchamp Parish.</li><li>vii. <b>It was resolved</b> to approve the revised MOU between both Kibworth Councils which will be effective from 1 April 2025</li><li>viii. <b>It was resolved</b> to approve the revised Staff MOU between both Kibworth Councils which will be effective from 1 April 2025.</li><li>ix. <b>It was resolved</b> to approve the draft budget for 2025/26. The final budget will be approved in January 2025.</li><li>x. <b>It was resolved</b> to approve the financial arrangements for expenditure due in December, as no Parish Council meeting is scheduled during that month. The Parish Manager will circulate payments due to Councillors during the month and these will be presented for formal approval at the next meeting in January.</li></ul>

	<ul style="list-style-type: none"> <li>xi. <b>It was resolved</b> to agree that the Parish Council continues with the iCloud back up service provided by Astley Computers at a cost of £160 for the Parish Manager's PC. The £160 cost of the Deputy Clerk's PC will be shared with Kibworth Harcourt on a 66/34 basis.</li> <li>xii. <b>It was resolved</b> to release £1,578.71 from reserves to cover fees for the Community Hub project, if required.</li> </ul>
<p><b>24-192</b></p>	<p><b>Chairmans Report</b></p> <ul style="list-style-type: none"> <li>i. The Chairman gave an update of the Grammar School Hall. There has been a change of Trustees including the resignation of the Chairman. A new Chairman and Vice Chair have now been appointed. The Trust is working on a Financial Recovery Plan which was presented at the last Steering group meeting.</li> <li>ii. An update was received on the Community Hub project. We are still awaiting a final response following the letter which has been sent to a large, local financial institution regarding the provision of a banking facility at the hub.</li> </ul>
<p><b>24-193</b></p>	<p><b>Clerks Report</b></p> <p><b>An update was received on:</b></p> <ul style="list-style-type: none"> <li>i <b>CCTV- Monitoring and Maintenance by HDC charges.</b> We have now received a draft cost of £2,523 from HDC for the monitoring and maintenance of the system. HDC have confirmed they will not cover the cost for the camera in their carpark on School Road, which is also used as part of the parish CCTV network.</li> <li>ii <b>Visit to the HDC CCTV Control Room.</b> Cllr Beesley-Reynolds visited the control room earlier this month. He advised that the camera coverage was excellent, and the images were very clear, even when fully zoomed. The cameras are programmed to rotate so may not always be facing in the right direction when capturing images. We still have not received a report from HDC advising of the effectiveness of the cameras and the Parish Manager will write to HDC to request this is sent.</li> <li>iii <b>Parish Notice Board-</b> We are seeking costs for a new noticeboard which will be installed on the wall near the Well. The landlord has given us permission. This will be paid out of the UK Shared Prosperity Grant.</li> <li>iv <b>The new dog bin on Fleckney Road</b> has now been installed.</li> <li>v <b>Councillor Drop in Sessions</b> have been postponed until the new year and after phase 1 of the building work to the Community Hub has been completed.</li> <li>vi <b>VE Day 80 &amp; VJ Day.</b> Councillors would like to commemorate these occasions. The Clerks will lead on this and consult with local organisations. A budget of £500 was discussed and this will be on the next agenda for formal resolution.</li> </ul>
<p><b>24-194</b></p>	<p><b>Planning</b></p> <p><b>It was resolved to Object</b> to the following application. (See appendix B below for more information).</p> <p><b>24/01419/FUL</b></p> <p>Change of use of existing vacant residential property to be partially converted into a funeral director business, alterations to include office, arranging room and chapel of rest with associated parking for visitors. Part of building to be retained as residential, see change of use areas in plans, 26 New Road, Kibworth Beauchamp</p>

24-195	<p><b>Reports</b> See Appendix C below</p>
24-196	<p><b>UK Shared Prosperity Funding</b> See appendix D below.</p>
24-197	<p><b>£1m Community Grant Fund</b> An update was received. The second round of Grants is now open. The application from The Well for £10,685.81 for a kitchen upgrade and improvements was discussed. Councillors felt the information was too vague and there were no details included confirming how it fits in with any of the four HDC objectives.</p> <p>The Parish Manager will write to the Well to advise.</p>
24-198	<p><b>Community Hub redevelopment</b></p> <p>A progress update was received.</p> <ol style="list-style-type: none"> <li>i. The building work is a month behind schedule and is now due to be completed at the end of January 2025</li> <li>ii. The next invoice from the builders MJE is due imminently. This will be for £73,945.09 plus VAT, paid from the S106 grant received.</li> <li>iii. Benchmark, the Property Management company will be charging us the usual monthly cost of £2,000 plus VAT for November and an invoice is due shortly. Due to the delay of building works, they have agreed to split the budgeted cost of £2,000 for December between December and January, meaning £1,000 plus VAT for each of these months.</li> <li>iv. A subgroup has been set up from members of the Steering Group to update the Business Plan and submit future grant applications.</li> </ol>
24-199	<p><b>Joint Board Expenditure</b></p> <p><b>Joint Recreation Board</b></p> <ol style="list-style-type: none"> <li>i. <b>Warwick Park- It was resolved</b> to approve the cost from Hedge2Landcaping of £1,680 plus VAT to prune and cut the hedges along the Dairy Way and Longbreach Road boundaries. (cost shared with KHPC on a 66/34 basis)</li> </ol> <p><b>Joint Burial Board</b></p> <ol style="list-style-type: none"> <li>i. <b>It was resolved</b> to approve the cost of £200.00 for a Letters to Heaven post box and stand which will be placed by the memorial garden (cost shared with KHPC on a 66/34 basis)</li> <li>ii. <b>It was resolved</b> to approve the cost of £2,990 for Tom Sexton's quote to clear down the natural burial area and to introduce wildflowers and yellow rattle for the natural burial area. A S106 grant is being submitted for this.</li> </ol>
24-200	<p><b>Deputy Police &amp; Crime Commissioner</b> An update was received following the joint meeting with KHPC on 19 November 2024. The next Police Surgery will take place between 11am – 12pm at The Well on 16 December.</p>

<b>24-201</b>	<b>Traffic &amp; Parking along Smeeton Road</b> An update was received of the continuing issues, particularly with parking. The Clerks will write to Kibworth Mead Academy and the Hunny Hive Nursery requesting their support in this matter.
<b>24-202</b>	<b>Future Agenda</b> No requests or suggestions from Councillors of items to be added to the next meeting agenda were received.
<b>24-203</b>	<b>HR &amp; Staff</b> No updates were received.
<b>24-204</b>	<b>Next meetings</b> Extraordinary Budget / Finance meeting Tuesday 14 January 2025 (TBC) Ordinary Parish Council Meeting Tuesday 28 January 2025

The meeting closed at 9.10 pm.

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

Date\_\_\_\_\_

## Appendix A

## Payments Due Since Last Meeting

Payee	Description	Net	VAT	Gross
<b>Payments made in October 2024 (not approved at last meeting)</b>				
Nest	Adjustment due to pay rises	£211.78		£211.78
Staff	Adjustment due to pay rises	£1,775.79		£1,775.79
HMRC	Adjustment due to pay rises	£887.77		£887.77
Howden Insurance	Van Insurance renewal	£757.73		£757.73
KHPC	RBL- Poppy wreath	£20.00		£20.00
KHPC	Cemetery Electricity	£5.28		£5.28
KHPC	level box & angle finder- gravestone Measure	£12.09		£12.09
BP Express	Van diesel	£26.03	£5.21	£31.24
Benchmark Property	Project Management of Com Hub project	£2,000.00	£400.00	£2,400.00
Staniforth Architects	Construction site phase drawings- Comm Hub	£1,249.00	£249.80	£1,498.80
<b>Total</b>		<b>£6,945.47</b>	<b>£655.01</b>	<b>£7,600.48</b>
<b>Payments due in October 2024 (Paid in November)</b>				
Trade UK	Grounds team Kit & Materials October 2024	£85.45	£17.09	£102.54
HSBC	Bank charges October 2024	£8.00		£8.00
MJE Contracts	Invoice 1- Building works Community Hub	£51,175.88	£10,235.18	£61,411.06
<b>Total</b>		<b>£51,269.33</b>	<b>£10,252.27</b>	<b>£61,521.60</b>
<b>Payments due in November 2024</b>				
Equals Prepayment card	Top up to £500	£101.87		£101.87
Kibworth GSH	Parish Meeting 26 November 2024	£31.50		£31.50
Scribe	set up costs of finance software	£719.00	£143.80	£862.80
Scribe	Monthly subscription November	£74.00	£14.80	£88.80
Daisy	Business One Drive Councillors & Staff	£433.55	£86.71	£520.26
BP Express	Van diesel	£25.01	£5.00	£30.01
Harborough Tool Hire	repairs to power equipment- grounds team	£55.00	£11.00	£66.00
BT	Parish Office phone & Wi-Fi	£54.85	£10.97	£65.82
O2	Parish Phone & iPad contracts	£102.47	£20.49	£122.96
Clothes2order	Grounds team polo shirts & fleece jackets	£235.75	£47.15	£282.90
Kibworth PO	Postage for bank mandate	£9.35		£9.35
BP Express	Van diesel	£39.29	£7.86	£47.15
BP Express	Petrol for power tools	£13.10	£2.62	£15.72
University of Leicester	Archaeological surveys- Community Hub	£3,885.00	£777.00	£4,662.00
Nest	Employee Pensions November 2024	£575.69		£575.69
Trade UK	Grounds team Kit & Materials Nov 2024	£134.43	£26.88	£161.31
KHPC	Brother Ink Cartridges	£82.68		£82.68
KHPC	Skip Hire x2 cemetery, Lychgate electricity	£214.28		£214.28
Staniforth Architects	Construction site phase drawings- Comm Hub	£1,751.00	£350.20	£2,101.20
Staff	Salaries November 2024	£7,405.84		£7,405.84
HMRC	PAYE November 2024	£1,798.39		£1,798.39
<b>Total</b>		<b>£17,742.05</b>	<b>£1,504.48</b>	<b>£19,246.53</b>
<b>Total payments since last meeting</b>				
28/10/2024	Transfer from savings account	£3,700.00		£3,700.00
31/10/2024	Transfer from savings account	£4,000.00		£4,000.00
01/11/2024	Transfer from savings account	£900.00		£900.00
04/11/2024	Transfer from savings account	£61,500.00		£61,500.00
26/11/2024	Transfer from savings account	£20,000.00		£20,000.00

**Planning reference: 24/01419/FUL**

Change of use of existing vacant residential property to be partially converted into a funeral director business, alterations to include office, arranging room and chapel of rest with associated parking for visitors. Part of building to be retained as residential, see change of use areas in plans, 26 New Road, Kibworth Beauchamp

**Decision: Object**

Kibworth Beauchamp Parish Council discussed the planning application and latest documents at our meeting on 26 November. The parish council objects to the application primarily because of the potential parking problems despite five additional onsite parking spaces now being included.

New Road is a major route into and out of the village and this includes regular single-decker buses. Crouch's, the accident recovery company, has a major location opposite with large vehicles being serviced daily. The entrance into the off-street parking area is narrow and this may lead to on-street parking by visitors to 26 New Road which will seriously impede traffic flows. Slow moving funeral traffic will also affect traffic flows.

There are also concerns that funeral directors operating a 24/7 business will have a deleterious effect on neighbouring residential properties on New Road, Links Road, and Fairway. Like the Highways officer's comments, the parish council is concerned by the lack of information about the management of the business, the number of visitors per day, if the business will be appointment based for all visitors etc.

The parish council would also like to see the white paint over the sign (Kibworth Gas Light & Coke Company 1868) over the front door removed so the heritage sign is visible again. 26 New Road was included as a Heritage Asset in the revised Kibworth Neighbourhood Plan

**Appendix C****Reports****Leicestershire County Council****County Council working with Age UK to help pensioners this winter.**

More pensioners are getting support to claim pension credit this winter, helping them to stay warm and well, thanks to a new partnership between Leicestershire County Council and Age UK Leicester Shire & Rutland. Leicestershire County Council is using a slice of its government-funded Household Support Fund to help Age UK.

This means the charity can help more people check if they are eligible for Government support and complete the application process. The charity has been over-subscribed with requests this year and the move is supporting them to deal with the surge in calls. Recent figures show that 6,500 Leicestershire residents are at risk of missing out on pension credit - over half of those who qualify.

This month, the council has also opened up its wider Government-funded £3.6m Household Support Fund, enabling eligible households to apply for an average of £200 for food and energy costs. Under the scheme, more than 19,000 children will receive a £15 food voucher during holidays, food banks across Leicestershire will receive £200,000 to support with purchasing food and white goods.

**Cllr Kevin Feltham**

## **Harborough District Council**

The Community Fund Grants Sub Committee meeting which was due to take place on Tuesday 19 November was cancelled due to adverse weather conditions. This has not yet been rearranged.

The Harborough Leisure Centre is officially re-opening on Saturday 30<sup>th</sup> November following some refurbishment work. There will be a couple of Olympic gold medallists present on the day which promises to be a fun day for the family.

The Local Plan Advisory Committee Panel meets on 28 November and a summary of the January/February 2024 Regulation 18 consultation 101 responses, from the whole district, can now be viewed on the Panel's published agenda. The Panel is also reviewing an amended vision regarding house building in the district. Cllr King will be attending the meeting, but not as a member of the Panel, on 28 November and can raise any issues.

The District Council is currently working on budgets for 25/26.

The District Council is working on a new strategy of buying residential properties to be used as temporary accommodation for homeless people. Currently, they have eight properties.

The District Council has published a timetable for the next stages in the Local Plan consultation. The Draft Plan will be published on 19 December, the Cabinet will discuss it on 6 January and there will be a special council meeting on 16 January after which the Regulation 19 consultation begins lasting just 6 weeks. It is very important that the public and parishes make comments.

### **D. Cllr Phil King**

## **Joint Recreation Board**

### **Warwick Park**

#### **i. Skate Park**

Two benches and a new bin have now been installed.

The grounds team will be able to renew the missing silicone which was highlighted in the last safety inspection.

#### **ii. Benches and Bins**

The grounds team have repaired the bench situated on the path to the school. A replacement bin has also been installed.

#### **iii. Zipwire**

The zipwire remains closed due to misuse leading to breakdown.

The cost of repairs will need to be included in the 2025/26 precept.

#### **iv. Hedges**

A site visit with a contractor was made to look at the work needed on the hedge along the back of Longbreach Road and Dairy Way.

Both hedges need to be pruned and reduced in height.

The quote for this work is £1680 plus VAT.

#### **v. Uneven ground opposite the skate park.**

This ground will be levelled up using the earth that will be removed when the contractor plants the new trees in the park. The area will then be covered by topsoil and seeded.

## **Smeeton Road Park**

### **i. House owner fence**

A house owner has asked for an assessment of their rear garden fence which they feel has been pushed over by the hedge in the park.

RJ Fencing visited the site on the 26<sup>th</sup> of November to assess the fence and has informed the Parish Council of his findings.

### **ii. Tarmac**

The uneven tarmac on the wide path by the play park remains a safety hazard. The cost to plane and retarmac is at least £15,000 - £20,000 and would have to be paid for by the Community grant if possible.

### **iii. Roundabout in play area**

This is making a grinding noise when in use. The Grounds team have looked at it and will contact an external contractor for further advice.

## **Interpretation Boards**

- i. A bid from the Prosperity fund (Heritage) for interpretation boards in four of the parks has been completed.

## **The Rookery Pond**

- i. The new plants around the pond will be planted in early spring.
- ii. The contractor will also give us a quote for a row of plants which will act as a visual safety barrier for the pond.

## **Polwell Road park**

- i. Quotes have been obtained for a new fence and play equipment which have safety issues. A bid to the Community grant for money may be possible.

## **Cllr Pat Copson.**

## **Joint Burial Board**

The last KJBB meeting was held on the 13<sup>th</sup> November 2024:

- i. Approved £200 for a freestanding "letters to heaven post box".
- ii. Agreed to Tom Sexton's quote for £2990 (inc VAT) for the revamping of the Natural Burial area.
- iii. Agreed for wooden indicator posts of graves in the natural burial area.
- iv. Have discovered since the meeting that the application sent to the Heritage Lottery for approximately £90,000 has not been successful so alternative options are needed.
- v. The next KJBB meeting will be held on Wednesday 15<sup>th</sup> January 2025 on Teams.

## **Cllr Kevin Feltham**



## **Kibworth Community Hub (Grammar School Hall)**

Extraordinary meeting held 13th November.

Martyn Wyburn confirmed his step down from Chair with immediate effect. He has since stepped down from the Committee altogether. David Walker Smith was elected as chair with Geraldine Hulley elected as vice chair. Three possible new trustees are being appointed.

DWS and GH gave a presentation on a financial forecast and subsequent proposals to be included in a financial recovery plan. The presentation was also made to the KCH Steering Group.

A Special meeting is due to be held on 27 November.

**Cllr Amanda Bland**

## **Kibworth Allotments Society**

New plots have been allocated. Committee are investigating grants and funding available for some improvements and a mower and strimmer.

**Cllr Amanda Bland**

## **Youth Report**

A meeting was held at KMA to invite young people to join the Youth Council. Positions will also be offered to the wider community; it is hoped that the Youth Council will commence early in the new year.

**Cllr Chris Keen**

## **Appendix D**

### **UK Prosperity Fund Update**

**i. Heritage Sign**

The heritage sign has been delivered.

The grounds team will be installing the sign with the help of the sign maker when a date can be agreed.

**ii. Business Forum**

Following the cancellation of the Christmas event the business forum has met and are organising a Christmas festival on the 7<sup>th</sup> of December 10am - 4pm.

The money allocated for events and trails will be used to buy decorations etc. for the day.

**iii. Xmas Trees**

The Xmas tree contractor has made a visit with representatives of the Parish Council to confirm where the large tree will be sited on the roundabout. The trees and lights should be installed on the 28<sup>th</sup> of November.

**Cllr Pat Copson**