



# BIRSTALL PARISH COUNCIL

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Councillors are **SUMMONED** to attend the **PARISH COUNCIL MEETING**, to be held in the **VILLAGE HALL** on **MONDAY, 11 NOVEMBER 2024 at 7:00pm**. Members of the public and press are cordially invited to attend.

**PLEASE NOTE:** The Parish Council does not usually audio record or film their meetings, however, on occasion the Clerk will record the meetings as an 'Aide Memoire'. Under the Openness of Local Government Bodies Regulations 2014, other people may film, record, tweet, or blog from this meeting. The use of any of those images or sound recordings is outside of the Parish Council's control.

Mrs Sue Coulson - Clerk to the Council  
5 November 2024

## PUBLIC OPEN SESSION:

Members of the public may ask questions, make representations, answer questions, and give evidence in respect of the business on the agenda. *Up to 10 minutes will be set aside for this purpose.*

## AGENDA

### 1 APOLOGIES

a) To receive, consider and accept Councillor's apologies for absence.

### 2 TO RECEIVE DISCLOSURES OF PECUNIARY INTERESTS AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS AND REQUESTS FOR DISPENSATIONS:

*For information, disclosable pecuniary interests and registrable interests relate to entries that are included, or should be included, on a Councillor's register of interest. Non-registrable interests relate to any other matters. It is the responsibility of Councillors to maintain their Register of Members Interests and report any changes to the Monitoring Officer at Charnwood Borough Council.*

### 3 MINUTES:

a) To confirm as an accurate record the minutes of the Council meeting held on 14 October 2024.

### 4 COMMUNITY POLICING:

a) To receive the Local Beat Newsletter.

### 5 APPROVED COMMITTEE MEETING MINUTES: Weblinks for information only.

- a) Events Committee – 19 Aug 2024: [Microsoft Word - 19 Aug 2024 Events](#)
- b) Planning Committee – 23 Sep 2024: [23-09-2024-planning-1.pdf](#)
- c) Estates & Recreation Committee – 24 June 2024: [Microsoft Word - 24 Jun 2024 E&R](#)
- d) Estates & Recreation Committee – 23 Sep 2024: [Microsoft Word - 23 Sep 2024 E&R](#)

### 6 FINANCE & ACCOUNTS:

- a) To receive, approve and authorise invoiced expenditure of £59,903.53-net for September 2024:
- b) To receive a Financial Monthly Overview up to and including 30 September 2024.
- c) To receive a Financial Budget Comparison Report up to and including 30 September 2024.
- d) To invite a Councillor to undertake the mini audit of financial year Qtr. 2
- e) To receive a statement from CCLA - Public Sector Deposit Fund for Sep 2024 - £104,548.72
- f) To consider employing a VAT advisor to address queries from HMRC on VAT rating for hiring the facilities.

### 7 PLANNING APPLICATIONS:

a) P/24/1018/2 – Partial change of use of dwelling (C3) to yoga studio (E(d)) – 25 Church Hill, LE4 4DN

- 8 POLICY REVIEW:**  
a) To receive an updated Policy Index sheet:  
b) To receive, consider and adopt the Community Engagement Policy:
- 9 COUNCILLORS ANNUAL INSPECTIONS:** - To receive updates.
- 10 COUNCILLORS AGENDA ITEM REQUESTS:**  
a) To resolve that copies of the annual calendar of 'Council and Committee Meeting dates' be published in hardcopy on Parish notice boards alongside the agenda of the next meeting – Cllr R Thornton.
- 11 COMMITTEE RECOMMENDATIONS:**  
a) Estates Vehicle – Renault Kangoo - £19,248 + VAT - To note the resolution of the Estates & Recreation Committee to purchase a new vehicle for the Estates Team and for the expenditure to be taken from the Earmarked Reserve set aside in this financial year's budget.
- 12 CHRISTMAS EVENT – 6 DECEMBER 2024:**  
a) Request for volunteers for the Village Hall event
- 13 MUGA PROJECT:** To receive updates
- 14 YOUTH PROVISION:**  
a) Next Steps for youth provision
- 15 AGE UK – BATHING SERVICE REPORT:** To receive an updated report.
- 16 FREEDOM OF INFORMATION REQUESTS:** - To receive notification of any requests received.
- 17 RESOLUTION ACTION LIST:** To receive a revised publicly accessible report.
- 18 COMPLAINTS REGISTER** - To receive the Council's Complaint Register:
- 19 CORRESPONDENCE RECEIVED:**  
010/24 – Letter from Mr Peter Bedford, MP  
011/24 – Resident Communication re: School Lane
- 20 WARD COMMUNICATIONS:** To receive Parish Councillors reports relative to Parish Council business.
- 21 CHAIR'S ANNOUNCEMENTS:**
- 22 EXEMPT INFORMATION:** *To consider excluding the press and public under the Public Bodies (Admission to Meetings) Act 1960 s.1(2) and the Local Government Act 1972 s.100(2) **by resolution** for the following agenda items due to the confidential/sensitive nature of the business to be transacted – **Staffing Matters.***
- 23 STAFFING MATTERS**  
a) Estates Charge Hand posts: To note a decision of the Management & Policy Committee at a meeting held on 7 October 2024  
b) Flexible Working Request: To note a decision of the Management & Policy Committee at a meeting held on 4 November 2024.
- 24 RETURN TO AGENDA:**  
a) To return to the business on the agenda by resolution:
- 25 DATE OF NEXT MEETING – 9 December 2024 at 7:00pm**