

Birstall Parish Council
Minutes of the Council Meeting Held on Monday, 9 December 2024

Present: R Vincent (Chair), T Fowler, L Halliwell, A Khayer, D McNeil, J Palmer, R Payne, M Scott, C Talbot, R Thornton, C Vincent and C Winnick.

In attendance: Mrs S Coulson (Clerk), and Mrs W Cotter-Jacobs (Deputy Clerk).

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:

No members of the public were present.

11917 **1 - APOLOGIES:**

a) To receive, consider, and accept Councillors' apologies for absence:

Cllr P Barnsby (work commitment)
 Cllr J Cassidy (personal reasons)
 Cllr K Haywood (personal reasons)
 Cllr J Locke (personal reasons)
 Cllr A Scott (personal reasons)

RESOLVED: That the apologies be received and accepted.

11918 **2 - 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 Councillors' register of interest. Non-registrable interests relate to any other matters.

Dispensations had been tabled that required signing by Councillors to enable them to participate and vote on agenda item 7(b). No other disclosures were made.

11919 **3 - MINUTES:**

a) To confirm as an accurate record the minutes of the Council meeting held on 11 November 2024:

RESOLVED: That the minutes of the Council meeting held on 11 November 2024 be signed.

11920 **4 - COMMUNITY POLICING:**

a) To receive the Local Beat Newsletter:

No officer was available to attend the meeting.

RESOLVED: that the Local Beat Newsletter be received.

11921 **5 - APPROVED COMMITTEE MEETING MINUTES:** For information only.

a) Management & Policy Committee – 7 October 2024:

b) Events Committee – 28 October 2024:

c) Planning Committee – 28 October 2024:

d) Estates & Recreation Committee -28 October 2024:

e) Management & Policy Committee – 4 November 2024:

The Chair reminded Councillors that the Council had resolved for hyperlinks to the approved minutes on the Council website be included on the agenda for Councillors to view to save time and costs in producing hard copies.

11922 **6 - FINANCE & ACCOUNTS:**

a) To receive, approve and authorise invoiced expenditure of £66,587.53 net for October 2024:

RESOLVED: To approve and authorise the invoiced expenditure for October 2024.

b) To receive a Financial Budget Comparison report up to and including 31 October 2024:

RESOLVED: That the Financial Budget Comparison report be received.

c) To transfer £1,000 from the general reserve to the Insurance budget heading 1258:

The Chair informed Councillors that this was to cover the insurance cover for the newly purchased estates vehicle.

RESOLVED: For the Clerk to transfer £1,000 from the general reserve to the Insurance budget heading 1258.

11923 **7 – PRECEPT:**

a) To receive information and guidance on levels of Precept from LRALC:

i) Budget setting info for Parish and Town Councils for 2025-26:

RESOLVED: That the information be received.

ii) Presentation slides of LRALC's budgeting 2025-2026 Training Course:

RESOLVED: That the information be received.

b) To receive DRAFT budgets for the Precept 2025/2026:

i) A spreadsheet of budgets with percentage suggestions for the precept 2025/2026:

ii) Presentation slides explaining how the budgets have been prepared and explanations of Reserves:

iii) A copy of the Reserve Policy is included in Councillors agenda packs for reference, link to the Policy on the website: [Microsoft Word - 16-Reserve Policy](#)

The Chair informed Councillors that the draft budgets and precept had been received by the Management & Policy Committee which included increases to the budgets from the Estates & Recreation Committee. There was no request to increase the Events Committee's budget. These increases have been included in the draft figures and are being recommended to Council.

Chair added that although a final decision will not be made until the January 2024 meeting the Council were able to discuss the budgets and agree a level of precept in principle.

A discussion was held, questions were raised by Councillors and answered by the Chair and the Clerk.

Councillors discussed the inclusion of earmarked reserves of £50,000 for year three of seven of a saving plan for the Cemetery extension, £20,000 for play equipment / Skatepark replacement and £20,000 to refurbish the day centre kitchen. £12,000 for capital projects for Estates new machinery and equipment and refurbishment of the Estates rest room.

RESOLVED: To approve the draft budgets and agree, in principle, to a 5% increase to the precept for 2025/2026.

A final decision will be made at the 13 January 2025 meeting when the Clerk re-presents the budget figures which will include the confirmed band D Council Tax Base figures from Charnwood Borough Council.

11924 **8 – GRANT AID APPLICATIONS:**

a) Birstall Playgroup for Children with Additional Needs – Playgroup Christmas Party - £400:

RESOLVED: To approve the application and authorise the expenditure of £400.

11925 **9 – POLICY REVIEW:**

a) To receive an updated Policy Index Sheet:

RESOLVED: that the Policy Index Sheet be received.

b) To receive, consider and adopt the Tree Policy:

RESOLVED: To adopt the Tree Policy.

c) To receive, consider and adopt the Document Retention Policy:

RESOLVED: To adopt the Document Retention Policy.

d) To receive, consider and adopt the Grit Bin Provision Policy:

The Chair informed Councillors that the Management & Policy Committee had agreed that there wasn't a requirement to have this policy in place when there is a route to follow should any requests be made by the public. They resolved to recommend to the full Council that it is removed from the list of policies

RESOLVED: To remove the policy from the list.

11926 Councillors noted the time and considered deferring items 10 to 19 to the next meeting.

RESOLVED: To defer items 10 to 19 to the next meeting.

11927 Cllr C Talbot left the meeting.

11928 **20 – 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 x.100(2) by resolution for the following agenda items due to the confidential/sensitive nature of the business to be transacted – **Staffing Matters and Legal Matters.***

11929 **21 – STAFFING MATTERS:**

a) Estates Charge Hand posts: To receive further information to enable a final decision to be made for the future of the post:

RESOLVED: To make both posts permanent.

11930 **23 – RETURN TO AGENDA:**

a) To return to the business on the agenda by resolution:

RESOLVED: To return to the business on the agenda.

11931 **DATE OF NEXT MEETING:** Monday, 13 January 2025 at 7:00pm

11932 The Clerk drew attention to item 22 – LEGAL MATTERS which had not been discussed and she read a brief report prepared to Councillors.

11933 The meeting closed at 9:45pm.

Chairman

Date