

Parish of Thurcaston & Cropston

Minutes of Annual Parish Council meeting held on Monday 15th May 2023 at The Memorial Hall, Anstey Lane, Thurcaston, LE7 7JA

Present: Cllr Mark Charles (arrived 7.10pm) Cllr Matt Green, Cllr Michael Jackson, Cllr Sylvia Cole.

Also Present: Clerk – Marianne Lane, Booking Clerk – Jane Dew & 1 member of public

1. **Election of Chairman** To receive nominations, election of Chairman and signing of acceptance of office – **Vice Chairman Matt Green opened meeting in absence of presiding Chairman Mark Charles. Cllr Mark Charles was nominated for Chairman for the coming year in his absence and council resolved to agree to him duly signing his acceptance of office and acceptance of office of Chairman later in the meeting upon his arrival.**
 2. **Election of Vice-Chairman** To receive nominations, election of Vice-Chairman and signing of acceptance of office. **Cllr Matt Green was nominated as vice-chairman for the coming year and duly signed his acceptance of office as vice-chairman.**
 3. **Apologies** – To receive apologies for absence and to consider whether to approve reasons given. **Cllr Sue Graham sent her apologies – resolved to accept. Cllr Mark Charles sent his apologies as he was going to be joining meeting later due to personal reasons – resolved to accept.**
 4. **Declaration of Interests Pecuniary and Non-Pecuniary** - To receive declarations of Interest on agenda items. **None**
 5. **Minutes** – To approve and sign the minutes from the meeting on the 17th April 2023. **Minutes were approved as a true record and duly signed by Cllr Matt Green.**
 6. **General Power of Competence** – consider Councils eligibility to exercise the power of general competence. **Council eligible to exercise the Power of General Competence as 2/3 of council elected and Clerk has CILCA qualification and resolution to exercise the power passed.**
- Meeting closed at 7.50pm**
7. **Public Participation** – The meeting will be adjourned at this point for a period not exceeding 15 minutes to allow members of the public to ask questions on items listed on the agenda. **Richard Younie reported on the Film Mrs Harris goes to Paris shown on Friday 12th May 2023 at Memorial Hall. 55 tickets sold and made a profit of £99.51. Next film in June will be The Lost King. He also reported Footpath J64a totally overgrown with Cow Parsley and impassable.**
 8. **Chairman's Announcements** – To receive Chairman's announcements, if any. **None**
 9. **To receive Borough & County Councillors reports, if any** **None**
 10. **To receive reports from Councillors on meetings they have attended as Parish Council Representatives.** **None**
 11. **Clerks Report & Police Report if any. Clerks Report – Wicksteed Playground Inspection to take place in July 2023. Clerk explained that there was training available for Councillors with LRALC if required. Charnwood Borough Council voting for new leader of Council on 22nd May 2023. 2 TPO's have been issued on trees on Anstey Lane in Thurcaston and the VAS on Leicester Road is finally working again.**

Cllr Mark Charles joined the meeting, signed his Declarations of acceptance of office and office of Chairman and took over chairing the meeting from Vice Chair Matt Green.
 12. **To approve schedule of meetings for 2023/2024 – Resolved for meetings of full council to be on 2nd Monday of each month at 6.45pm in Memorial Hall. Meetings can be rearranged if they fall on a bank holiday or for any other critical reason. Budget Finance meeting to be held on Monday 11th December 2023 in Parish Office at 10.30am.**
 13. **Council Policies** – To review, agree and adopt the Council Policies and consider any new policies required. **Resolved to adopt council policies with no amendments. Clerk to check Standing Orders in regard to meeting dates.**
 14. **To consider re-adoption of the code of conduct. Resolved to adopt the Code of Conduct.**
 15. **Co-Option** – To receive a report about the co-option process. **Received and Clerk to advertise for Cropston Councillor.**
 16. **Terms of Reference.** To review, agree and adopt the terms of reference for the Open Spaces Committee. **Resolved to adopt existing Terms of Reference for the coming year.**

17. **Appointment of Committees.** To consider the membership of the Open Spaces Committees for 2023/2024. **Council resolved to appoint Open Spaces Committee with a minimum of 3 Councillors 1st meeting Friday 2nd June 2023 at 9.30am in Memorial Hall where first item on agenda will be appointment of Chairman.**
18. **Finance**
- a) To receive Internal Audit Report. **Received and noted.**
 - b) To receive and approve the accounts for the Annual Governance Accountability Review (AGAR) for year ended 31/3/2023 to be submitted to Moores (External Auditor) **Received and approved.**
 - c) To approve and sign section 1 of the AGAR **Resolved to approve and duly signed.**
 - d) To approve and sign section 2 of the AGAR **Resolved to approve and duly signed.**
 - e) To receive end of Year bank Reconciliation. Received and noted.
 - f) To discuss and approve date for Notice of Public Rights & Publication of unaudited AGAR. **Resolved Notice of Public Rights to commence on Monday 5th June and end on Friday 14th July 2023**
 - g) Verification of expenditure for the month of April 2023 **Approved expenditure of £15,203.41**
 - h) To receive schedule of receipts into bank April 2023 and bank transfers. **Received and noted £26,503.95**
 - i) Receive up to date bank reconciliation. **Received and Noted £23,538.72 PC current account.**
 - k) To consider renewing Ill Health Insurance for staff members at a cost of **£228.69 Resolved to renew.**
 - l) To approve Insurance renewal with Zurich of **£1658.75** for 2023/2024 as part of long term 5-year agreement taken out in 2020. **Resolved to approve.**
19. **Planning Applications if any.** None

Meeting closed at 7.26pm

Chairman.....Date.....