

19<sup>th</sup> July 2023

## MELTON CONSTABLE PARISH COUNCIL

**Clerk: Amanda Yacoubian**

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**MINUTES** of Melton Constable Parish Council meeting held on 19<sup>th</sup> July at 7.30 pm

Present: S Unsworth (SU)  
D Carter (Chair)  
John Cox (JC)  
Tina Jarman (TJ)  
Elizabeth Goode (EG)

A Yacoubian: Clerk  
1 member of the public

2023/29 Apologies for Absence  
Cllr Andrew Brown,

2023/30 To approve the Minutes of Parish Council Meeting held on 17<sup>th</sup> May 2023  
On a PROPOSAL by Cllr Cox SECONDED by Cllr Unsworth, it was AGREED to accept the minutes of the meeting of 17<sup>th</sup> May 2023 as a true and accurate record. ALL AGREED

2023/31 Declarations of Interest - none

2023/32 To consider matters arising from the last minutes – Letter to be sent to regarding overgrown hedge on Grove Road. Also there is an overgrown tree on Melton Mews, letter to be sent

2023/33 To receive County & District Reports (circulated previous -to the meeting)  
Cllr Steffan Aquarone – for full report ref Steffan Aquarone,  
Cllr Andrew Brown - For full report ref Cllr Brown. Sent to Councillors on 17<sup>th</sup> July 2023

2023/34 To adjourn the meeting to allow for public participation

2023/35 To receive members reports:  
Churchyard – Grass has been cut & the Churchyard looks very tidy  
Bus Shelter – Nothing to report. To look into decorating the inside later this year.  
Play Area - Waiting to hear from P Minns re quote for work  
Recreation Ground – Gates to be locked as there has been recent anti-social behaviour on the field and keys will be given to the gardener. Regarding the damaged bench and missing bin, the PC will consider replacing the broken bench, to be put on the next agenda.  
Northside – Broken tarmac in front of the Kebab shop will be addressed by Steffan

19<sup>th</sup> July 2023

Southside – There is a car for sale on the land- Steffan to report

2023/36 To decide on course of action regarding street light improvements – as Westcotec will no longer be maintaining the lights we need to either find a new maintenance contractor or to replace the lights. There are 8 lights, maybe to get these taken down and replace just some of them. A consultation will be done to decide on the next course of action. ALL AGREED

2023/37 Allotments – An inspection has been done and correspondence sent to relevant allotment holders. Further action regarding uncultivated allotments will be continued.

2023/38 To consider any applicants for councillor vacancies – none

2023/39 To consider planning applications – none

2023/40 Finance

(i) To approve financial statement circulated by the Clerk on 28<sup>th</sup> June 2023 (Cash book, Budget and bank statement)

On a PROPOSAL by Cllr Cox, SECONDED Cllr Unsworth it was AGREED to approve the Cash Book & Budget and acknowledge balance from bank statement

(ii) To agree retrospective payments and receipts circulated by Clerk on 28<sup>th</sup> June 2023. All invoices are emailed to authorisers before authorisation

On a PROPOSAL by Cllr Jarmin, SECONDED Cllr Unsworth, it was agreed to approve the retrospective payments and receipts.

15/05/2023		£42.99	x	D Carter- Microsoft 365 & McAfee
19/05/2023		£66.00	x	National society allotments
22/05/2023		£13.25	x	Westcotec 14721
25/05/2023		£42.76	x	Npower
30/05/2023		£291.41		A Yacoubian Clerk
30/05/2023		£45.83		Melton Constable Country Club storage
31/05/2023		£12.00		stationary stamps 2 x 2nd class books
31/05/2023		£390.00		P Minns grasscutting May
31/05/2023		£382.00		P Collins grass cutting May
19/06/2023		£40.14	x	Npower
20/06/2023		£617.71		CAS insurance
26/06/2023		£13.25	x	Westcotec
28/06/2023		£291.41		A Yacoubian Clerk
28/06/2023		£45.83		Melton Constable Country Club storage

2023/41 To consider response to notification of Highways Inspection visit from 24<sup>th</sup> July 2023 – Steffan has picked up some issues for the Highway Inspection as well as the issues the PC has raised

2023/42 To adopt Code of Conduct – emailed to Councillors on 28<sup>th</sup> June 2023. Councillors have read the Code of Conduct and it will be put on the website.

2023/43 To decide on course of action regarding Wix website – further to email from our website developer emailed to Councillors on 7<sup>th</sup> July 2023. It was decided to get

19<sup>th</sup> July 2023

the website upgraded by Steve Jackman website developer and to put more relevant photo's of Melton Constable. PROPOSED DC, SECONDED TJ – ALL AGREED

2023/44      Correspondence & Clerks report –  
To make an agreement regarding the partial funding of £359.00 for Clerk to study for CiLCA qualification and to sign Learning Agreement – ALL AGREED and learning agreement was signed by DC

2023/45      To agree the date and time of next meeting - Next meeting 6<sup>th</sup> September 2023

Meeting Closed 20.51pm

Chair ..... Dated .....