

Draft Minutes of Stoke Golding Parish Council

Minutes of the 366th meeting of Stoke Golding Parish Council held in the Methodist Church Hall on Wednesday 4th May 2016

Attendance: Cllr R Terheege (in the chair) , Cllrs S Beale, C Pegg , R Fisher and Parish Clerk Theresa Case, County Cllr Ivan Ould and Borough Cllr Reg Ward.

Cllr Terheege declared the meeting open at 7.00pm

366/1 To elect Chairman of the Council

Parish Clerk asked for nominations to elect a Chairman.

Proposed by Cllr Beale and Fisher, seconded by Cllr Pegg and unanimously agreed upon that Cllr R Terheege be duly appointed as Chairman.

366/2 To receive Chairman's acceptance of office

The Chairman signed the declaration of acceptance of office and thanked councillors and the clerk for their support over the last year..

366/3 To elect Vice-Chairman of the Council

Proposed by Cllr Pegg, seconded by Cllr Fisher and unanimously agreed that Cllr Beale be duly appointed as Vice-Chairman.

366/4 To establish committees for the ensuing year, to appoint their members and review terms of reference

Members of standing committees were re-appointed on block. Cllr Fisher and Beale will continue on the Village Hall Management Committee. Cllrs Pegg and Goodsell will continue to liaise with the developers to secure the community land at the convent site. A sports/pavilion committee will be set up with Cllrs Pegg (chair) and Terheege. The Neighbourhood Plan Advisory Committee will include Cllrs Mitchell (chair) and Beale. Terms of Reference remain unchanged.

366/5 To appoint Financial Officer

Proposed by Cllr Fisher and seconded by Cllr Pegg and unanimously agreed that the Parish Clerk be duly appointed as Financial Officer.

366/6 Apologies for Absence: Cllrs R Mitchell and P Goodsell, Debbie Parton.

366/7 Declarations of interest on items on the agenda: There were none.

A report from County Cllr Ivan Ould was circulated to all councillors prior to the meeting and County Cllr Ivan Ould also reported on the following:

1. Mind for the Future – children and younger people's mental health provision. Funding to come to the county in September to help deliver services.
2. A5 Strategy meeting – concerns about how dual carriage way will be delivered and how it will affect existing residents.
3. Growth Workshop – consultation exercise by the planning team to discuss potential growth options in the borough.

Borough Cllr Reg Ward reported that he had also attended the Growth Workshop today. He felt it was a positive meeting and it is good to meet the faces behind the decisions and encourage interaction between planning officers, councillors and other officials. He would like to see another meeting to see how much of what was discussed was actually taken on board in future plans.

The agenda returned to item 366/8**366/8 Confirmation of 365th meeting minutes:**

The minutes of the Parish Council meeting held on 6th April 2016 were proposed by Cllr Beale and seconded by Cllr Fisher and unanimously AGREED that the Chairman signed the minutes of the 365th meeting as a correct record of the meeting. The Chairman signed the minutes.

366/9 Matters arising:

Crime figures for February 2016 – 1 burglary near Church Walk – investigation complete, no suspect.

New litter bin request – HBBC will install and service an extra litter bin by the layby/bridge on Higham Lane.

Jitty from High St to Hinckley Rd – the Public Rights Inspector will attend within 90 days.

Block Paving Hinckley Rd cemetery – cleaning complete and ready for inspection this week. ACTION: Cllr Pegg to inspect the work before payment is made.

366/10 Reports of elected officers of the council and the clerk:

a) Financial Progress Report

The Financial Report was proposed by Cllr Fisher and seconded by Cllr Pegg and UNANIMOUSLY AGREED to approve the report and it was signed by the Chairman.

b) Reports of Council representatives and Clerk:

Cllr Beale reported on two meetings attended by herself and the clerk: a meeting about changes to the auditing arrangements and the branch meeting of LRALC. The branch meeting focused on website provision by 2commune. A number of Parish Councils commented that the Stoke Golding Village Website was a very good resource which combined community and Parish Council information very well.

Cllr Terheege and Beale attended the Growth Workshop. The main issue to come from discussion seemed to be the provision of infrastructure. Cllr Beale stated it was good to bring officers, officials and councillors together to discuss issues and it encouraged transparency.

Cllr Fisher reported that Creative Leicester had put forward a bid for funding for the Richard III Heritage Trail. The Clerk reported that Malc Watson would be removing the soil from the recreation field as soon as ground conditioned allowed. Also Jason had submitted an invoice for two extra cuts for Hinckley Road Cemetery, which was agreed.

c) Playground Inspection Report –

The bike springer has an end cap missing and the matting underneath a piece of gym equipment needs to be re-tied. ACTION: Clerk to order end cap and ask mike to attend to the matting.

There is a broken tree branch overhanging the footpath. ACTION: Clerk to ask Jason to attend.

366/11 Planning Application Matters:

Planning application procedures were discussed and reviewed as follows:

a)New Applications:

48 Roseway, SG – proposed dwelling and associated access.

ACTION: Clerk to submit the same comment to HBBC.

Land off Hinckley Rd, SG – removal of condition 2 of planning permission 15/00073/REM to allow for removal of an oak tree NT1.

ACTION: Clerk to submit comments as discussed.

Land Off Hinckley RD, SG – variation of condition1 of planning permission 15/00073/REM to amend positioning of plots 75-80 due to the water main easement with plot 76 house type substituted.

ACTION: Clerk to seek clarification on extent of changes and substitution.

b) Permissions granted:

20 Andrew Close, SG – felling of 4 conifer trees.

The White Swan, High St, SG – display of 2 x illuminated fascia signs, 3 x non-illuminated fascia signs and 1 x illuminated hanging sign.

Cloneen, Ivy Close, SG – erection of 2 dormer bungalow dwellings (outline – access, layout and scale).

c) Planning Refusals:

None

d) Planning Amended:

Tithe Farm,12 Wykin Lane, SG – erection of barn.

A tree preservation order notice has been received for 38 Station Road.

366/12 Review inventory of land and assets

An up-to-date asset list was circulated to all councillors prior to the meeting. This will now be published on the Stoke Golding Village Website. ACTION: Clerk to make arrangements.

366/13 Review parish councillor's areas of responsibility

Cllr Pegg – ground maintenance, cemeteries, recreation ground, Convent Site Development Committee and Chair of Sport in Stoke Golding.

Cllr Beale – play equipment, compliance, Neighbourhood Plan Advisory Committee and the Village Hall Management Committee.

Cllr Fisher – play equipment and Chair of the Village Hall Management Committee.

Cllr Mitchell – Chair of the Neighbourhood Plan Advisory Committee.

Cllr Goodsell – Chair of the Convent Site Development Committee.

Cllr Terheege –Sport in Stoke Golding Committee.

All councillors share responsibility for planning issues.

ACTION: Clerk to arrange for this information to be published on the Stoke Golding Village Website.

366/14 Report by the RFO on the audit for previous financial year

Every smaller authority in England must complete an annual return at the end of each financial year in accordance with proper practices summarising its activities. The internal audit is complete and the report highlights no issues. The annual return will now be approved and submitted to the external auditor and all documents must be published on the Stoke Golding Village Website on the 2nd June 2016.

366/15 To approve the annual governance statement

The annual return for year ending 31st March 2016 was presented for signature. The annual governance statement was presented for signature by Chairman and Clerk.

366/16 To approve the accounting statements for 2015/16 prior to submission to the external auditors

The accounting statement was signed by the Chairman and Clerk.

366/17 Confirmation of arrangements for annual insurance cover with effect from 1st June

Last year the Parish Council committed to a five year fixed deal, so the Parish Council insurance will be renewed automatically on 1st June. The premium will increase by £118.28 due to additional capital items in 2015/16 and index linked increases.

366/18 To review any matters arising from the Annual Parish Meeting

Footpath at St Martin's Catholic Academy – the Parish Council has been trying to establish ownership of the verge; County Cllr Ould to investigate further as part of a larger issue of child safety.

Wykin Lane potholes – ACTION: Parish Council to inform LCC Highways of the continuing poor condition of verges. Signage was also discussed.

Solar Panel Farm wild flower meadow – the clerk has contacted Anesco to find out what action they intend to take. If no reply has been received by the next PC meeting the Clerk will contact the Compliance Officer.

Women's Hall Charity – an annual report will be made at the APM in future.

366/19 Neighbourhood Plan

Jim Hope attended on behalf of the Neighbourhood Plan Advisory Committee (NPAC). Appointment of a consultant and an application for government funding were discussed. Jim Hope provided additional information about the consultants and the reasons for the NPAC's recommendation to appoint Kirkwells. Councillors were happy with the recommendation, however, were still concerned that proper procedure was not followed when voting for this recommendation and therefore this may not stand up to challenge in the future. Changing the minutes of the NPAC meeting held on the 16th March would create further discrepancies with the subsequent PC minutes on the 6th April. It was, therefore, agreed that there should be a second correct quorate vote taken by the NPAC at their next meeting, this would then be followed by approval of the recommendation at the next PC meeting in June. This would ensure the decision was watertight.

366/20 Sport in Stoke Golding

Cllr Pegg and the Clerk will meet with Graham Chilvers on the 23rd May to discuss the pavilion and drainage and he will then assess the sport's clubs' development plans to ensure they will allow the Parish Council to apply for sports grants. Cllr Pegg is also in the process of applying to Pro-help for architect and drainage consultant advice which should be considered by Pro-help in June.

366/21 Environmental Improvement Programme – Church Walk and grave repairs

In light of information from Paul Grundy regarding the necessary permissions for work to Church Walks it was agreed that the Parish Council will not proceed with this proposal at this time. A quotation has been received for works to reinstate gravestones, that were previously laid down for safety reason, at Hinckley Road Cemetery. It was agreed that priority should be given to graves which have no living family. ACTION: Clerk to ask Ray Tunks to identify those graves which have no living family to carry out repairs.

366/22 Convent site community land

Cllrs Pegg and Goodsell have met with Phil Day from the Allotment Society to discuss the implications of the proposed agreement. Subsequently Cllr Pegg has spoken to Mar City and is awaiting a reply; it would be difficult to manage the allotments and obtain funding for work on the community land with only a one year contract in place. Phil Day is also seeking legal advice on the contract and will report back.

366/23 Leaflet distribution

The Clerk has sought prices from two companies, but as yet has received no information. Other options were discussed. ACTION: Clerk to ask local free advertising booklets who they use for distribution.

366/24 Recreation ground parking

Due to increased use of the facilities at the village hall and the sports field it has become apparent that further car parking is necessary at the recreation ground. Increased use of the pavilion in the future may create further pressure on car parking. It was agreed that the Parish Council have a duty to provide adequate parking for those using and paying for facilities at the recreation field. An initial quote for an overflow car park and possible funding options were discussed. Any improvements to car parking will need to be considered in light of any potential decision to site the new pavilion which has not yet been agreed.

366/25 Planters

Hilary Smith has given up her role co-ordinating the team of volunteers who attend to the village planters. As Jason (the groundsman) is unable to take on the planters at this time the remaining volunteers have agreed to continue in their role. The Parish Council would like to thank Hilary and her team of volunteers for their work. ACTION: Clerk to write letter of thanks to Hilary.

366/26 To resolve upon the monthly schedule of payments

The schedule of payments was proposed by Cllr Beale and seconded by Cllr Pegg and unanimously agreed. The Chairman signed the schedule. The cheques were signed by two signatories. Payments were made as follows: April 2016 – defib electricity £25.00 and May 2016 – electricity to pavilion £29.00, admin £552.75, SGPC insurance £1,958.28, internal audit £336.00, play equipment spare parts £26.28, wildflower plugs £101.90, 3 x ground maintenance £1,217.63, £204.00 and £205.00, water supply to village hall £206.37 and CPRE membership £36.00.

366/27 To receive and consider such communications as received by the Chairman of the council:

Written

CPRE annual membership - £36 == info only

NS&I – change of interest rates – info only

SLCC – Notice of Extraordinary General Meeting – info only

Letter from St Margaret's Parochial Church Council – grave railings – info only

Clerks and Councils Direct – info only

The Charity of Thomas Barton – bus shelter. ACTION: Clerk to reply.

Verbal

As part of the 4th Annual Snapdragon Children and Families Festival the borough would like to host a full day event at the recreation field – they will contact the PC to discuss arrangements when they are known.

366/28 Any Other Business

Cllr Pegg reported that a price had been sought to repair the ceiling in the pavilion.

Cllr Beale reported on the need for play equipment/facilities for teenagers in the village and also progress on the planned picnic for families at the recreation field.

Lighting of the village beacon for special events was discussed.

The meeting closed at 9.50pm

Next meeting: The Methodist Church Hall, Wednesday 3rd June 2014 at 7pm