

Draft Minutes of Stoke Golding Parish Council

Minutes of the 398th meeting of Stoke Golding Parish Council held in the Methodist Church Hall on Wednesday 2nd January 2019

Attendance: Cllr R Terheege (in the chair), S Beale, C Pegg, R Fisher, Cllr Goodsell, R Mitchell, Parish Clerk Theresa Case, County Cllr Ivan Ould, Borough Cllr Reg Ward, Chair of NPAC, resident.

398/1 To receive apologies for absence: Cllr N Smith.

398/2 To receive declarations of interest on items on the agenda and dispensations: None.

398/3 To receive reports by County and Borough Councillors

A report by County Cllr Ivan Ould was circulated to all councillors prior to the meeting and the following issues were discussed:

1. Meeting with police representatives - response to CCTV, difficulties with software between different districts and dissatisfaction with service in the area.
2. County Cllr Ould has received a number of concerns regarding proposals for an elderly facility in Stoke Golding which is still at pre-planning stage.
3. Village events programme at Stoke Golding Village Hall.

Borough Cllr Reg Ward reported on the following:

1. Borough Cllr Ward has reported anti-social behaviour and crime at Convent Drive and Bosworth Manor to Hinckley and Bosworth Borough Council.
2. Meetings with residents regarding the proposals for an elderly facility in Stoke Golding.
3. Parking issues at St Martins Catholic Academy.

The following was discussed and **RESOLVED**:

- It was **NOTED** that residents and the Parish Council have written to the housing associations
- It was **NOTED** that that Hinckley and Bosworth Borough Council has no policy targets for provision of elderly care.
- It was **NOTED** that Leicestershire County Council has a camera van which can be deployed should non-compliance continue.
- Clarification on proposals for a new village in the Development Plan was **NOTED**.

398/4 Public participation – to consider any comments by the public on items on the agenda:

Member of the public attended the meeting to comment on the relocation of the village noticeboard and this item was brought forward on the agenda.

Meeting moved to item 398/19 on the agenda.

398/19 To update on re-location of noticeboard and planters

The following was **RESOLVED**:

- A further meeting and correspondence from the resident were **NOTED**.
- Guidance from LRALC was **NOTED**.
- A Title Deed Plan was **NOTED**.
- It was **NOTED** that urgent action was taken to remove the village noticeboard to prevent unauthorised removal over the Christmas period and is been safely stored by the Parish Council, at an **AGREED** cost of £60.
- It was **AGREED** to seek quotes to renovate the noticeboard while it is in storage.
- It was **AGREED** that after renovation the noticeboard should be temporarily installed on the land adjacent to Tammy's Hair Design on Church Walks, in order to re-instate a valued public service.
- It was **AGREED** that the Parish Council should continue to investigate other central permanent locations for the future.
- To **ACTION** the Clerk to liaise with Tammy's Hair Design and contractors as necessary.

It was **NOTED** that the planters have now been painted, at an **AGREED** cost of £50.

Meeting returned to item 398/5 on the agenda.

398/5 To confirm the minutes of the 397th meeting of the Parish Council:

It was **RESOLVED** that the minutes of the Parish Council meeting held on 5th December 2018 were unanimously **AGREED** and the Chairman signed the minutes of the 396th meeting as a correct record of the meeting.

398/6 To consider any matters arising from previous decisions of the Parish Council not covered by the agenda:

- Pitch marking – it was **NOTED** that the additional marking had not been possible due to cost, technical and ground maintenance issues.

398/7 Reports of elected officers of the council and the clerk:

a) Financial Progress Report

The following was **RESOLVED**:

- The Financial Report was unanimously **AGREED** and it was signed by the Chairman.
- Income for the month of December 2018 was **NOTED** at £1,446.00.
- Expenditure for the month of December 2018 was **VERIFIED** at £6,758.78.
- The bank reconciliation for the month of December 2018 was **NOTED**.
- The actual bank statements were verified by Cllr Beale on the 14th December 2018.
- The quarterly budget comparison was **NOTED**.

b) Playground inspection:

Monthly report:

The following was **RESOLVED**:

- A dip in the ground at the middle gate of play area was discussed and **NOTED** and will be monitored.

c) Ground Maintenance Report

The following was **RESOLVED**:

- Moles – it was **NOTED** that the issues at Wykin Lane Cemetery have been resolved, at an **AGREED** cost of £105.00.

d) Crime Report

The following was **RESOLVED**:

- Crime figures for October 2018 – the following figures were **NOTED** from the police.uk website.
- 1 violence and sexual offence near Whitemoors Road – under investigation.
- 1 vehicle crime near High Street - investigation complete, no suspect identified.
- 1 criminal damage/arson near Greenwood Road – unable to prosecute suspect.
- 2 drugs near Greenwood Road – under investigation.
- 2 violence and sexual offence near Greenwood Road – offender given a conditional discharge and action to be taken by another organisation.

e) Report by Clerk on other matters

The following was **RESOLVED**:

- It was **NOTED** that there was nothing to report.

f) Reports of Councillors on meetings they have attended relating to the work of the Parish Council

The following was **RESOLVED**:

- It was **NOTED** that there was nothing to report.

398/8 Planning Application Matters:

Planning applications were considered and any comments resolved as follows:

a) New Applications:

- Land east of Higham Lane, SG – erection of a steel barn for the purposes of agriculture and to provide dog care facility.

RESOLVED ACTION: Clerk to request further information and an extension from the planning officer.

b) Amended:

None.

c) Permissions approved:

- 16 Ivy Close, SG – detached double garage.
- 1 Church Walks, SG – proposed external alterations and installation of glazed panel to the front elevation.
- The Croft, 59 High Street, SG – works to lime tree. (declined to make).
- 16 Stoneley Road, SG – two storey and single storey rear extension, first floor front extension over garage.

d) Refusals:

None.

e) Appeals:

None.

f) Withdrawn:

None.

398/9 To receive the minutes of Neighbourhood Plan Advisory Committee (NPAC) meetings and update on the Neighbourhood

The following was **RESOLVED**:

- Minutes of the NPAC meetings held on the 17th December were pending.
- An update by the Chair of the NPAC was **NOTED**.
- The appointment of a consultant was discussed and a comparison of the quotations was **NOTED**.
- It was **AGREED** to proceed with Planit-X up to the limit of the Locality Grant.
- To **ACTION** the Chair of the NPAC to confirm that the contract would only proceed to further work if funding was available.
- To **ACTION** Cllr Beale to claim the Locality Grant on behalf of the Parish Council.

398/10 To receive an update on Sport in Stoke Golding (SISG)

The following was **RESOLVED**:

- It was **NOTED** that Cllrs Terheege, Beale and Pegg will attend a meeting regarding the Developing Communities Fund.

398/11 To consider the implications of the Website Accessibility Regulations

The following was **RESOLVED**:

- A report by the Clerk on the implications of the Website Accessibility Regulations for the Parish Council was **NOTED**.
- It was **NOTED** that all document content published after September 2018 will be accessibility checked, formatted as necessary and published as an accessible PDF.
- It was **NOTED** that documents published before September 2018 do not need to be compliant, so will be updated when they require amendment.
- To **ACTION** the clerk to continue to update the documents on file for future publication.
- It was **NOTED** that the website provider/designer has confirmed they will carry out the necessary work to the design to ensure the section of the website where the Parish Council publishes its documents will be compliant by the deadline of September 2020.
- To **ACTION** the Clerk to continue to liaise with the website provider/designer to ensure design changes are implemented and to prepare an Accessibility Statement for publication by September 2020.

398/12 To resolve upon date of the Annual Parish Meeting

The following was **RESOLVED**:

- It was unanimously **AGREED** that the Annual Parish Meeting should take place on 18th April 2019 at the Methodist Hall.

398/13 To resolve upon location and dates of meetings of Council and committees for 12 months from May 2019

The following was **RESOLVED**:

- It was unanimously **AGREED** that all parish meetings take place on the first Wednesday of each month except for Tuesday 7th May 2019 and Tuesday 7th January 2020
- Dates for NPAC meetings until October 2019 were **NOTED** and **AGREED**.
- To **ACTION** Cllr Fisher to publish meeting dates on the village website.

398/14 To adopt budget for the next financial year commencing April 2019

The following was **RESOLVED**:

- It was unanimously **AGREED** to adopt the budget for the next financial year commencing 1st April 2019.

398/15 To resolve upon precept and parish element of Council Tax

The following was **RESOLVED**:

- It was **NOTED** that the tax base figure for 2019/20 has increased from 744.2 to 775.1
- It was unanimously **AGREED** that the Band D figure should increase from £51.71 to £58.47 which will give a precept of £45,320.00 to cover the cost of a pro-active budget and medium-term planning requirements.
- To **ACTION** the Clerk to inform HBBC of the Parish Council's precept requirements.

398/16 To initiate annual appraisal for the Clerk

The following was **RESOLVED**:

- To **ACTION** Cllr Terheege to carry out an annual appraisal and report in writing prior to the March 2019 parish council meeting.

398/17 Ground maintenance contract – to initiate annual review of performance

The following was **RESOLVED**:

- To **ACTION** Cllr Pegg to carry out an annual review of performance and report to the March 2019 parish council meeting.

398/18 To update on works at Hinckley Road Cemetery

The following was **RESOLVED**:

Wall and Gate Damage

- It was **NOTED** that the work to the wall has been completed to a satisfactory standard.
- To **ACTION** the Clerk to forward a copy of the invoice to the contractor who has agreed liability for the damage.

Trees

- It was **NOTED** that permission is still pending subject to approval by the Diocese of Leicester Ecological Advisor.

Litter Basket

- The application will be considered by the Diocesan Advisory Committee on 6th February 2019.

Boundary

- Further correspondence from the resident was discussed and **NOTED**.
- To **ACTION** the Clerk to liaise with Cllr Pegg and Mitchell to draft a further response to the resident.
- It was **AGREED** that the Parish Council should consider re-instating the hedge previously taken out.

398/20 To update on memorial safety – gravestone repairs

The following was **RESOLVED**:

- Memorial safety inspections will begin after 21st January, starting with St Margaret's Churchyard.

398/21 To update on works to St Margaret's Churchyard wall

The following was **RESOLVED**:

- The Clerk reported on a meeting with the Conservation Officer and his advice was **NOTED**.
- To **ACTION** the Clerk to seek quotes for the recommended work and to update the PCC.

398/22 To update on maintenance of the gate at Wykin Lane wild area

The following was **RESOLVED**:

- The urgent repair of the gate was **NOTED**, at an **AGREED** cost of £55.

398/23 To update on planting of donated bulbs

The following was **RESOLVED**:

- To **ACTION** the Clerk to chase a reply from the PCC.

398/24 To update on the 1485 trail

The following was **RESOLVED**:

- It was **NOTED** that Cllrs will attend a meeting with Broadbent Studios on the 14th January to discuss the concept and view the proposed site for the sculpture in Stoke Golding.
- To **ACTION** the Clerk to request that the SG Heritage Group and the PCC are invited to attend the meeting.

398/25 To update on bus shelter maintenance

The following was **RESOLVED**:

- An initial quote was **NOTED**.
- To **ACTION** the Clerk to seek further quotes.

398/26 To consider the proposals for a Unitary Authority

The following was **RESOLVED**:

- It was **NOTED** that this item will be discussed at the next meeting.

398/27 To consider election publicity

The following was **RESOLVED**:

- To **ACTION** the Clerk to draft a piece for the Stoker and forward to all Cllrs for approval before submitting for publication.

398/28 To resolve upon the Monthly Schedule of Payments

It was **RESOLVED** that the schedule of payments was unanimously **AGREED** and the Chairman signed the schedule. The Parish Council to proceed with payments as follows: December 2018: Gravedigger £250.00, WaterPlus Ltd – village hall/pavilion supply £96.68, BT Payphones Receivables – village phone kiosk £360.00 and January 2019: pavilion electricity £17.00, admin – clerk's salary and office expenditure £640.35, HBBC – litter/dog waste and village hall/pavilion trade waste collections £587.81 and £80.28, HR Cemetery wall repair £1,056.00, ground maintenance – contract £1,551.31.

398/29 To receive and consider such communications as received by the Clerk

The following was **RESOLVED**:

Written

- To **ACTION** the Clerk to complete the LRALC Development and Member Support Questionnaire.
- A resident's query regarding the salt bin on Crown Hill Close was **NOTED** and to **ACTION** the Clerk to reply and arrange for the bin to be refilled.
- A resident's query regarding the canal tow path was **NOTED** and to **ACTION** the Clerk to reply.

Verbal

- Cemetery Administrator – it was **NOTED** and **AGREED** that the burial of RA will qualify for discretionary residents' rate due to a proven long term, continued association of the deceased with the village of Stoke Golding.

398/30 To consider items needed to be brought to public's attention

None

398/31 To consider future agenda items

The following was **RESOLVED**:

- No further items were **NOTED**.

MATTERS FROM WHICH THE PUBLIC MAY BE EXCLUDED - There were none.

The meeting closed at 9.25pm

Next meeting:- Methodist Hall, Wednesday 6th February 2019 at 7pm