

Draft Minutes of Stoke Golding Parish Council

Minutes of the 400th meeting of Stoke Golding Parish Council held in the Methodist Church Hall on Wednesday 6th March 2019

Attendance: Cllr R Terheege (in the chair), S Beale, C Pegg, R Fisher, Cllr Goodsell, R Mitchell, N Smith, Parish Clerk Theresa Case and resident.

400/1 To receive apologies for absence: County Cllr Ivan Ould and Borough Cllr Reg Ward.

400/2 To receive declarations of interest on items on the agenda and dispensations:
None.

400/3 To receive reports by County and Borough Councillors

A report by County Cllr Ivan Ould was circulated to all councillors prior to the meeting.
There was no report from Borough Cllr Reg Ward.

400/4 Public participation – to consider any comments by the public on items on the agenda:
None.

400/5 To confirm the minutes of the 399th meeting of the Parish Council:

The following was added to item 399/9; It was **NOTED** that Cllr Mitchell abstained from the vote on the consultant. It was **RESOLVED** that the minutes of the Parish Council meeting held on 6th February 2019 were unanimously **AGREED** and the Chairman signed the minutes of the 399th meeting as a correct record of the meeting.

400/6 To consider any matters arising from previous decisions of the Parish Council not covered by the agenda:

Updates:

Wykin Lane wildflower area noticeboard – it was **NOTED** that renovation was now complete.

Hinckley Road bus shelter - it was **NOTED** that renovation was now complete.

Village Noticeboard – it was **NOTED** that relocation was complete and renovation was in progress.

400/7 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 February 2019 was **NOTED** at £349.50.
- Expenditure for the month of February 2019 was **VERIFIED** at £2,679.90.
- The bank reconciliation for the month of February 2019 was **NOTED**.
- The actual bank statements were verified by Cllr Beale on the 19th February 2019.

b) Playground inspection:

Monthly report:

The following was **RESOLVED**:

- It was **NOTED** that surface wear between swing framework will be monitored.

c) Ground Maintenance Report

The following was **RESOLVED**:

- An emergency repair to a street name sign was **AGREED**, at a cost of £30.
- An emergency repair to the pavilion guttering was **AGREED**, at a cost of £25.
- WL wildflower meadow topping was **AGREED**, at a cost of £75.00.

d) Crime Report

The following was **RESOLVED**:

- Crime figures for December 2018 – the following figures were **NOTED** from the police.uk website.
- 4 violence and sexual offences near Greenwood Road – 1 unable to prosecute and 3 under investigation.
- 1 vehicle crime near Greenwood Road – under investigation.
- 1 violence and sexual offences near Greenwood Road – under investigation.
- To **ACTION** the Clerk to enquiry with the police regarding level of crime near Greenwood Road.

- Neighbourhood Watch was discussed and it was **AGREED** this should be raised as a future agenda item after the election.

e) Report by Clerk on other matters

The following was **RESOLVED**:

- A report by the Clerk's on Making Tax Digital was **NOTED**.

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

The following was **RESOLVED**:

- A report by Cllr Mitchell on the public event and discussion with the Crime Commissioner and Chief Constable was **NOTED**.
- A report by Cllr Pegg on a meeting with DM and JG to thin out trees at Wykin Lane wild area was **NOTED**.
- To **ACTION** the Clerk to thank DM.

400/8 Planning Application Matters:

Planning applications were considered and any comments resolved as follows:

a) New Applications:

- 37 Wykin Lane, SG – proposed studio and playroom above approved garages.

RESOLVED COMMENT: In the context of the surrounding area the Parish Council considers this application to be overdevelopment on an inappropriate site. The Parish Council requests that if the application is agreed a condition should be imposed to restrict future use to the that stated in the application.

- 35 Arnold Road, SG – proposed single storey front and side extension.
- Land east of Stoke Road, SG – agricultural building for livestock with associated hardstanding.
- 2 Whitemoors Close, SG – two storey side extension and single storey.

rear extension.

b) Amended:

None

c) Permissions approved:

- 63 Hinckley Road, SG – two storey side extension and single storey front extension.

d) Refusals:

None.

e) Appeals:

None.

f) Withdrawn:

None.

400/9 To receive the minutes of Neighbourhood Plan Advisory Committee (NPAC) meetings and consider any recommendations

The following was **RESOLVED**:

- Minutes of the NPAC meetings held on the 18th February 2019 were **NOTED**.
- It was **NOTED** that Cllr Beale was appointed as Chair of the NPAC and Mervin Ward as Vice-Chair.
- An update by Cllr Beale on progress was **NOTED**.

400/10 To receive an update on Sport in Stoke Golding (SISG)

The following was **RESOLVED**:

- An update by Cllr Pegg on progress was **NOTED** and SISG will meet shortly to discuss the initial requirements from sports' groups and the Village Hall Management Committee, plans and initial costs.

400/11 To update on works at Hinckley Road Cemetery

The following was **RESOLVED**:

Wall and Gate Damage

- To **ACTION** the Clerk to give 14 days to pay before further legal advice is sought to recover the debt.

Trees

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

Litter Basket

- It was **NOTED** that the application has been approved by the Diocesan Advisory Committee and public consultation will end on the 14th March 2019 and the faculty will then be issued.

Boundary

- It was **NOTED** that the hedge work was complete, at an **AGREED** cost of £520.
- Comments from a resident were **NOTED**.
- To **ACTION** the Clerk to restate the previous statement from the Parish Council regarding this matter.

400/12 To update on works to St Margaret's Churchyard wall

The following was **RESOLVED**:

- It was **NOTED** that quotes were still being sought.

400/13 To update on the 1485 trail

The following was **RESOLVED**:

- A report and vision document for the proposed sculpture trail were **NOTED**.
- Comments from the PCC were **NOTED**.
- To **ACTION** the Clerk to confirm support in principle subject to agreement on appropriate location, size and maintenance considerations for the sculpture.

400/14 To update on memorial safety – gravestone repairs

The following was **RESOLVED**:

- It was **NOTED** that the safety inspection at the churchyard was complete and no work to memorials was necessary.
- It was **NOTED** that the iron railings around the family grave at the front of the church were loose.
- To **ACTION** the Clerk to seek a quote for repair of the railings.
- It was **NOTED** that the safety inspection on the left side of Hinckley Road Cemetery was complete and assessment of the paperwork was still pending.
- It was **NOTED** that two memorials, C102 and C19, had been laid down for safety and notices have been put the memorials to notify family members.
- It was **NOTED** that the family of C102 has made the arrangements to carry out the necessary work.

400/15 To consider pump track

The following was **RESOLVED**:

- A report by Cllr Goodsell on possible location, insurance, implications and initial costs was **NOTED**.
- To **ACTION** the Clerk to contact the Football and Cricket Clubs to inform them that this proposal is been considered by the Parish Council.
- It was **AGREED** to continue to look at the feasibility of this proposal.

400/16 To consider heritage street name signs

The following was **RESOLVED**:

- It was **NOTED** that the EIP has confirmed that arrangements have been made to install heritage street name signs on Convent Drive, Ryelands Crescent and Ridgeway, at a total cost of £916. The Parish Council to pay 50% contribution of £458.

400/17 To consider reports for the Annual Parish Meeting

The following was **RESOLVED**:

- It was **AGREED** that the Parish Council will not hold an APM meeting in April due to Purdah restrictions in the pre-election period. The Parish Council will issue an Annual Parish Report to all households in May.
- To **ACTION** the Clerk to request the following reports: Chair, finance, planning, cemetery, Neighbourhood plan, village hall, charities.
- To **ACTION** the Clerk to prepare an update for the Stoker.

400/18 To authorise a sum of petty expenditure for year beginning April 2019

The following was **RESOLVED**:

- It was unanimously **AGREED** to allocate the sum of £500 for petty expenditure.

400/19 To consider and approve pitch hire fees and requests for use of FB pitches and cricket field

The following was **RESOLVED**:

- Hinckley and Bosworth Borough Council fees were **NOTED**.
- Requests for use of facilities, from the Cricket Club and Youth FB Club, for 2019/20 season were **NOTED**.
- Fees for the Cricket Club and Youth FB Club were **AGREED**.
- To **ACTION** the Clerk to confirm the fees and invoice accordingly.

400/20 To consider the review of internal controls

The following was **RESOLVED**:

- It was **NOTED** that Cllr Beale and the Clerk carried out the internal review on the 19th February 2019.
- The report was circulated to all councillors prior to the meeting and was **NOTED**.

400/21 To consider cemetery administration matters

The following was **RESOLVED**:

- It was unanimously **AGREED** to approve the fees for the cemeteries 2019/20 in-line with Hinckley and Bosworth charges.
- It was unanimously **AGREED** to approve the expenses for cemetery administration, at a cost of £63.51.
- It was **AGREED** that a request for a kerb around four graves at Hinckley Road Cemetery should be declined.

400/22 To consider annual tree inspection

The following was **RESOLVED**:

- It was **AGREED** to proceed with the tree inspection in April, at a cost of £200.

400/23 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: February 2019: additional ground maintenance – planting, play area inspections and salt bins £18.50 and £115.00, Water Plus Ltd – HR Cemetery supply £64. and March 2019: pavilion electricity £17.00, admin – clerk's salary and office expenditure £627.79, Stoke Golding Methodist Church – hall hire £178.50, WL noticeboard renovation £275.00, gravedigger £100.00 cemetery admin £63.51 and ground maintenance – contract £1,551.3, additional work – play area inspection, emergency repairs, bus shelter renovation £335.00, HR hedge and WL wildflower topping £595.00.

400/24 To receive and consider such communications as received by the Clerk

The following was **RESOLVED**:

Written

- A request from the PCC to support a Developing Communities Fund application was **NOTED** and support **AGREED**.
- Resident's comments regarding the Neighbourhood Plan were **NOTED**.

Verbal

- Comments from a resident regarding work in Hinckley Road Cemetery were **NOTED**.
- Information regarding Lions Charity Message in a Bottle Scheme was **NOTED**.
- Stoker request for comments regarding Parish Council minutes was **NOTED** and **ACTION** the Clerk to submit PC comment.

400/25 To consider items needed to be brought to public's attention

None

400/26 To consider future agenda items

The following was **RESOLVED**:

- To consider the Neighbourhood Watch Scheme. (June 2019 agenda)

400/27 To consider entering into a confidential session to discuss contract and staffing matters

The following was **RESOLVED**:

- It was **AGREED** to enter a confidential session to discuss staffing matters.

400/28 To consider the annual review of performance for ground maintenance contract

The following was **RESOLVED**:

- It was **NOTED** that the annual walk around and review of performance for the ground maintenance contractor had taken place and all was satisfactory.
- To **ACTION** the Clerk to confirm the contract for 2019/20.
- A list of future additional work was **NOTED**.

400/29 To consider the Clerk's annual appraisal and review of salary

The following was **RESOLVED**:

- The annual appraisal report by the Chair was circulated to all Councillors prior to the meeting and was **NOTED**.
- New NJC pay scales and job profiles were **NOTED**.
- It was unanimously **AGREED** that the Clerk's salary will increase to scale LC1 SCP 13 and increase by 1 hour per week from 1st April 2019.

The meeting closed at 9.00pm

Next meeting:- Methodist Hall, Wednesday 3rd April 2019 at 7pm