

Minutes of Stoke Golding Parish Council

Minutes of the 383rd meeting of Stoke Golding Parish Council held in the Methodist Church Hall on Wednesday 4th October 2017

Attendance: Cllr R Terheege (in the chair), S Beale, C Pegg, R Fisher and N Smith, Parish Clerk Theresa Case, County Councillor Ivan Ould, Borough Councillor Reg Ward, resident, James Hicks and Nicola Lee.

383/1 Apologies for Absence Cllrs P Goodsell and R Mitchell

383/2 Declarations of interest on items on the agenda and dispensations: None.

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

1. Convent Drive –
 - Planning application for additional classrooms at the school and issues with the service road.
 - Concerns for child safety regarding the playarea/open space/balancing pond.
 - Highway works necessary to bring the road up to standard.

A resident of Convent Drive expressed his continuing frustrations with regard to highway issues and service deliveries to the school.

2. Ivy Close – HBBC had been very helpful in resolving problem experienced by residents with regard to the adjacent development.
3. Road lines – need updating in a number of places and a request was made for the Parish Council to highlight the area by Station Road bridge to Highways.

Borough Councillor Reg Ward reported on the following issues:

1. Money for new council housing.
2. Rural edition of news bulletin.
3. Barwell SUE – 106 has been agreed.
4. First 260 of 800 homes near the Triumph factory – 106 to be agreed.
5. New Aldi at Stockwell Head.
6. New Lidl at Coventry Road.
7. Some interest in Co-op site on Castle Street.
8. 5 year housing supply still on target.

383/3 Confirmation of 382nd meeting minutes:

It was **RESOLVED** that the minutes of the Parish Council meeting held on 6th September 2017 were unanimously **AGREED** and the Chairman signed the minutes of the 382nd meeting as a correct record of the meeting.

383/4 Matters arising:

Crime Report for July 2017– the following figures were obtained from the police.uk website: 1 vehicle crime near Hinckley Road – investigation complete, no suspect identified, 1 vehicle crime near Crown Hill Close – awaiting court outcome and 2 anti-social behaviour near Station Road – no details.

A second robbery at the post office and a police incident at the Morris Homes Development were discussed. The following was **RESOLVED**:

- Women's Hall Charity – It was **NOTED** that the annual return has been submitted.
- Moles at Wykin Lane Cemetery – It was **NOTED** that 5 moles have been caught; the cost was **AGREED** at £175.
- Hinckley Road Cemetery – It was **NOTED** that essential boundary maintenance has now been carried out; the cost was **AGREED** at £600.
- Gym Equipment – It was **NOTED** that spare parts have now been ordered; the cost was **AGREED** at £63.94.
- ROSPA – It was **NOTED** that the annual playground safety inspection has been carried out; the cost was **AGREED** at £171.50.
- Ground Maintenance:
 - Soil enclosures – It was **NOTED** that the enclosures have now been cleared as previously **AGREED**.
 - Recreation field repairs – It was **NOTED** that repairs have now been carried out; the cost was **AGREED** at £15.00.
 - Extra cuts – It was **NOTED** that extra cuts have been carried out; the cost was **AGREED** at £120.00. It was **AGREED** to increase the number of cuts for Hinckley Road Cemetery to 18 and the churchyard to 14 for next year's contract.

383/5 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 September 2017 was **NOTED** at £19,323.50.
- Expenditure for the month of September 2017 was **VERIFIED** at £3,919.11.
- The bank reconciliation for the month of September 2017 was **NOTED**.

b) Reports of Council representatives and Clerk:

The Clerk reported on Planning Nuts and Bolts Training and the following information was **NOTED** when making consultee comments:

- Be objective, not subjective.
- Refer to policy where possible.
- Refer to Neighbourhood Plan – even if not complete, as long as it is at draft stage.
- Consider the balance between economic/social and environmental considerations.
- Almost everything is a legitimate consideration for planning purposes except price and view, particularly if you can refer to policy
- Check consultee reports and suggest if missing. eg. noise, flooding etc.
- Ask the planning officer to give consideration to residents' views, if brought to the Parish Council's attention, however, it is not the Parish Council's place to pass on residents' views they must do so themselves.

Cllr Beale reported on Data Protection Training and the following was **RESOLVED**:

- It was **NOTED** that the Clerk was working on a privacy notice.
- It was **NOTED** that Cllr Beale and the Clerk was investigating sharing agreements.
- It was **AGREED** that all councillors should set up a separate Parish Council email address for council business only and inform the Clerk.
- It was **AGREED** that all councillors consent that PC group emails continue to share their email address with other councillors and the Clerk. All other group emails which contain non-councillors should be sent using bcc feature.
- It was **AGREED** to proceed with the purchase of a laptop and software for Parish Council business.
- It was **NOTED** that all mobile devices used by councillors should be password protected by a six digit security code and have regular updates.
- It was **AGREED** that data protection should be put on next month's agenda for further discussion.

Cllr Smith reported on a meeting with the HBBC Tree officer, to assess the trees at the recreation field, and the following was **RESOLVED**:

- Oak tree - it was **NOTED** that two over-hanging branches should be cut back by 30% and both a climbing survey and dead branch survey should be carried out. A tomographic survey of the trunk should be carried out next year.
- To **ACTION** Cllr Pegg to liaise with tree surgeon to arrange the work and surveys.
- It was **NOTED** that all other trees required no work at this time, but should be inspected annually for fungus, dead wood and over-hanging issues.
- To **ACTION** Cllr Pegg to liaise with JG regarding future inspection.
- To **ACTION** the Clerk to update the resident regarding the oak tree.

Cllr Pegg reported on the boundary at Hinckley Road Cemetery.

RESOLVED ACTION: Cllr Pegg to liaise with JG to mark the boundary and obtain a price for a fence/hedge.

c) Playground inspection:

Monthly report: **NOTED**. Annual ROSPA safety inspection **NOTED**.

RESOLVED ACTION: None.

383/6 Planning Application Matters:

Planning application procedures were discussed and reviewed as follows:

a) New Applications: None

b) Amended: None

c) Permissions approved:

7 Andrew Close, SG – removal of one ash tree.

d) Refusals:

Land adj to Cold Comfort Farm, Rogues Lane – variation of condition of appeal reference APP/K2420/C/15/3132569 for the addition of one static mobile home.

e) Appeals: None

f) Withdrawn: None.

383/7 Neighbourhood Plan

The following was **RESOLVED**:

- The minutes of the meeting held on the 20th September were **NOTED**.
- The resignation of Stewart Anderson and Glynn Chapman were **NOTED**.
- A yes response to the Government consultation was **AGREED**.
- To **ACTION** Cllr Beale to submit the response.

383/8 Sport in Stoke Golding (SISG)

RESOLVED ACTION: Cllr Pegg to contact architects, with experience in sports/community buildings, from the list sourced by the Clerk from the Royal Institute of British Architects.

383/9 To give first consideration to draft budget for adoption in November

The following was **RESOLVED:**

- The budget figures and report were **NOTED**.
- It was **AGREED** to make provision for a PC laptop and noticeboard in this year's budget and the churchyard wall in next year's budget.
- To **ACTION** the Clerk to find out who is responsible for maintenance of the telephone kiosk.

383/10 To receive clerk's petty expenditure statement for half year April-September

It was **RESOLVED** and unanimously **AGREED** to approve the petty expenditure statement.

383/11 To approve clerk's annual appraisal and review salary (with effect from 1st November)

The following was **RESOLVED:**

- The annual appraisal report by the Chair was circulated to all Councillors and the Clerk prior to the meeting and was duly **NOTED**.
- An annual salary increase was **AGREED** and an increase in the Clerk's contracted hours to 13 per week.

383/12 To make arrangements for village Christmas tree

RESOLVED ACTION: Cllr Fisher to liaise with the HBBC Tree Officer, regarding the planting of the Xmas tree in November.

382/13 St Margaret's Churchyard

The following was **RESOLVED:**

- It was **NOTED** that 50% funding from the EIP has been confirmed and no permission will be necessary from the Conservation Officer.
- It was **AGREED** to proceed with the quote from Roberts, at a cost of £2600.
- To **ACTION** the Clerk to contact Roberts and to forward quotes and timescale to HBBC.
- It was **AGREED** to log the work under Faculty List A7 (2) which requires no permission.
- To **ACTION** the Clerk to update the PCC.

383/14 Village centre and post office area

Cllr Fisher raised concerns about the untidy area at the centre of the village, but it was **AGREED** no action was possible at this time.

383/15 Laburnum Cottage community orchard

The meeting was attended by representatives of the developer and a proposal for the long term maintenance of the community orchard was discussed.

The following was **RESOLVED:**

- It was **AGREED** that the Parish Council would be interested in taking over the land subject to a satisfactory proposal and maintenance.
- To **ACTION** the Clerk to forward the Parish Council's suggestions for consideration by the developer and further planning consultation.

383/16 Play area/open space at Convent Drive

A site meeting with HBBC Enforcement Team was discussed and the following was **RESOLVED:**

- Draft newsletter to residents and letters to the Enforcement Team and Aurora Living were **AGREED**.

383/17 Pavilion showers

The following was **RESOLVED:**

- An initial assessment of the showers was **NOTED** and advice from an electrician is still pending.

383/18 Works to Hinckley Road Cemetery

The following was **RESOLVED:**

- It was **AGREED** to proceed with WW1 and WW2 benches, at a cost of £1470 + £150 for installation.
- It was **AGREED** to proceed with repair of the gate/wall, at a cost of £3105.00.
- It was **AGREED** to proceed with seeking permission from the Archdeacon.
- It was **AGREED** to proceed with a claim against the contractor for the damage to the gate/wall.
- To **ACTION** the Clerk to make the necessary arrangements.

383/19 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: October 2017 – electricity to pavilion £38.00, admin – clerk's salary and office expenditure £523.05, gravedigger – interments £100.00, Glasdon - replacement bin cover

£132.97, Harbour Tree Care – works to trees £1,836.00, molecatcher £175.00, LRALC training £40.00, Playsafety – ROSPA inspection £205.80, HBBC litter/dog waste collection £565.34, HBBC village hall trade waste £56.88, ground maintenance – contract £1,253.67, additional work – extra cuts £120.00, playground inspection and repairs and soil removal £575.00.

383/20 To receive and consider such communications as received by the Chairman of the council

Written

Adult FB Club – pitch hire fees complaint.

The following was **RESOLVED**:

- The complaint has been **NOTED** and the FB Club have been invited to meet with the Parish Council to discuss the decision.
- It was **AGREED** that the current fee structure does not allow for a concession to be made due to reduced number of teams and a payment plan cannot be offered due to VAT regulations.
- It was **AGREED** that the Parish Council should return to the HBBC fee structure next season and discuss in more detail at the January meeting.
- To **ACTION** the Clerk to inform the Youth FB Club and Cricket Club of the current situation and the agreed change for next season.

Verbal

Cricket Club – removal of FB posts between games.

The following was **RESOLVED**:

- It was **AGREED** to decline this request.

383/21 To consider items needed to be brought to public's attention

None

383/22 Any Other Business

Cllr Beale reported on the temporary traffic lights at St Martins – no action.

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

The meeting closed at 9.30pm

Next meeting:- Methodist Hall, Wednesday 1st November 2017 at 7pm

