

Minutes of Stoke Golding Parish Council

Minutes of the 409th meeting of Stoke Golding Parish Council held in the Methodist Church Hall on Wednesday 4th December 2019

Attendance: Cllr R Terheege (in the chair), S Beale, C Pegg, R Fisher, A McLean, A Clover, Parish Clerk Theresa Case, , Martin Peters (Bosworth 1485 Sculpture trail).

409/1 To receive apologies for absence: Cllrs N Smith, County Councillor Ivan Ould, Borough Cllr Jonathan Collett.

409/2 To receive declarations of interest on items on the agenda and dispensations:

The following was **RESOLVED**:

- It was **NOTED** there were none.

409/3 To consider Bosworth 1485 Sculpture Trail

The following was **RESOLVED**:

- Information from MP was **NOTED** and discussed.
- To **ACTION** the Clerk to make an enquiry with Zurich regarding insurance implications.
- To **ACTION** the Clerk to contact the PCC regarding setting up a friends' group for the project.

409/4 To receive reports by County and Borough Councillors

- A report by County Cllr Ivan Ould was circulated to all councillors prior to the meeting.
- A report by Borough Cllr Jonathan Collett was circulated to all councillors prior to the meeting.

409/5 Public participation – to consider any comments by the public on items on the agenda:

The following was **RESOLVED**:

- It was **NOTED** that there were no comments.

409/6 To confirm the minutes of the 408th meeting of the Parish Council:

It was **RESOLVED** that the minutes of the Parish Council meeting held on 6th November 2019 were unanimously **AGREED** and the Chairman signed the minutes of the 408th meeting as a correct record of the meeting.

409/7 To consider any matters arising from previous decisions of the Parish Council not covered by the agenda:

Updates:

- Wykin Lane Cemetery pathways – it was **NOTED** that work was still pending due to ground conditions.
- Circular bench – it was **NOTED** that installation was still pending due to ground conditions.
- Churchyard wall – it was **NOTED** that the remaining work should be completed shortly.

409/8 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 November 2019 was **NOTED** at £1,381.00.
- Expenditure for the month of November 2019 was **VERIFIED** at £3,784.73.
- The bank reconciliation for the month of November was **NOTED**.
- It was **NOTED** that the actual bank statements were verified by Cllr Beale on the 13th November 2019.

b) Playground inspection:

Monthly report:

The following was **RESOLVED**:

- The safety inspection report was **NOTED** and there were no concerns.

c) Ground Maintenance Report

The following was **RESOLVED**:

- It was **NOTED** that the previously agreed work to remove ivy and to turf graves at cemeteries were complete.
- It was **NOTED** that the winter maintenance of village planters was complete, at an **AGREED** cost of £312.19 from the allocated budget.

- It was **AGREED** to proceed with the purchase of spare gym equipment parts, at cost of £49.80.
- It was **NOTED** previously agreed work: gym equipment repairs and installation of sign and tap at Wykin Lane Cemetery were complete, at an **AGREED** cost of £75.00.
- To **ACTION** the Clerk to enquire with Severn Trent where the stopcock for the tap at Hinckley Road Cemetery is located.

d) Crime Report

The following was **RESOLVED**:

- Crime figures for September 2019 – the following figures were **NOTED** from the police.uk website.
- 1 anti-social behaviour near Station Road – investigation complete, no details.
- 1 violence or sexual offence near St Margaret's Road – investigation complete, no suspect identified.
- 2 violence or sexual offence near Greenwood Road – under investigation and unable to prosecute.
- 1 criminal damage and arson near Greenwood Road – under investigation.

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.

409/9 Planning Application Matters:

Planning applications were considered and any comments resolved as follows:

a) New Applications:

- The White Swan, High Street, SG – erection of 6 detached dwellings with associated access and landscaping.

RESOLVED COMMENT:

- The Parish Council has concerns regarding the reduced number of designated car park spaces allocated to the White Swan public house.
- The Parish Council has concerns regarding the impact this may have on additional street parking and the safety implications for the junction of High Street and Roseway.

b) Amended:

None

c) Permissions approved:

- 116 Sherwood Road, SG – two storey rear extension.
- Trinity House, 16 Main Street, SG – first floor side and rear extension.
- St Martins Catholic Voluntary Academy, Convent Drive, SG – erection of three replacement modular classroom buildings and one additional modular classroom building.
- Wykin Fields Farm, Stoke Lane, Hinckley – agricultural building.

d) Refusals:

None.

e) Appeals:

None.

f) Withdrawn:

None.

(g) Declined to Make:

None.

409/10 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 11th and 25th November were **NOTED**.
- It was **AGREED** to proceed with the expenditure for printer ink and hall hire, at a cost of £29.99 and £35.00 respectively.
- It was **NOTED** that a public event is provisionally planned for January, subject to approval of the draft plan by the Parish Council.
- It was **NOTED** that a postcard distribution will be necessary for the public event.
- A report by Cllr Beale was **NOTED** and included: draft plan update, Strategic Environmental Assessment and site allocation.

409/11 To receive an update on Sport in Stoke Golding (SISG)

The following was **RESOLVED**:

- Initial plans and costings were **NOTED** and discussed.

- It was **NOTED** that Cllrs Pegg and Clover will assess the plans to determine any potential cost savings.
- It was **NOTED** that Cllr Pegg will consult with GB about what is expected in a funding/grant application.
- The need for legal advice regarding ownership and lease arrangements was **NOTED**.

409/12 To update on memorial safety – gravestone repairs

The following was **RESOLVED**:

- It was **NOTED** that memorial safety work at Hinckley Road Cemetery was in progress.
- A response from the PCC was **NOTED** and discussed.
- To **ACTION** the Clerk to forward the proposed schedule of work to the PCC and proceed with the faculty application.

409/13 To consider proposals for play equipment for 12-18 year olds

The following was **RESOLVED**:

- Initial prices per metre were discussed and **NOTED**.
- To **ACTION** Cllr Clover to work out an estimated price for a MUGA, the size of a netball court.

409/14 To consider works to the recreation field pathways

The following was **RESOLVED**:

- A report by a contractor was **NOTED**.
- To **ACTION** Cllr Pegg to meet with the contractor to discuss the problems that need resolving.

409/15 To consider works to trees

The following was **RESOLVED**:

- It was **NOTED** that some work to trees at the Churchyard was still pending.
- A fallen tree adjacent to the recreation field was discussed and it was **NOTED** that the landowner was carrying out the necessary work.
- It was **NOTED** that the application to the DAC for permission under section B6(1) Planting of trees had been confirmed and the 4 trees for Hinckley Road Cemetery have now been ordered.

409/16 To consider Convent Drive play area

The following was **RESOLVED**:

- Following a site meeting with the Director for Environment and Planning to discuss concerns, an update from HBBC on steps now been taken to resolve the issues was **NOTED**.

409/17 To consider Hinckley Road Cemetery boundary matter

The following was **RESOLVED**:

- It was **AGREED** to contact a local solicitor for further advice, on a fixed fee basis to be confirmed.
- To **ACTION** the Clerk to update the resident and their representative.

409/18 To consider repairs to Hinckley Road Cemetery memorial wall

The following was **RESOLVED**:

- It was **AGREED** to proceed with remedial work to the memorial wall, at a cost of £270.

409/19 To review the ground maintenance contract specifications for April 2020

The following was **RESOLVED**:

- The revised contract specifications were **AGREED**, at an additional cost of £138.00.
- It was **NOTED** that the current three-year contract will be due for renewal in April 2021.
- To **ACTION** the Clerk to seek advice from LRALC regarding procurement.
- Ground maintenance tender evaluation criteria and tender requirements letter were **NOTED**.

409/20 To review Health and Safety Policy and procedures

The following was **RESOLVED**:

- It was **NOTED** that the Health and Safety Policy has been reviewed and requires no amendments.
- It was **NOTED** that the annual risk assessment for the meeting venue was carried out on the 4th December 2019.
- It was **NOTED** that the Clerk has no health and safety concerns regarding the workplace and has carried out a visual inspection of electrical equipment owned by the Parish Council.

409/21 To review Employment and Recruitment Policies and procedures

The following was **RESOLVED**:

- It was **NOTED** that the Employment Policies have been reviewed.

- A revised Grievance Policy was unanimously **AGREED** and **ADOPTED**.
- A revised Disciplinary Policy was unanimously **AGREED** and **ADOPTED**.
- A recruitment pack for future use was **NOTED**.

409/22 To review Tree Maintenance Policy

The following was **RESOLVED**:

- It was **NOTED** that the Tree Maintenance Policy has been reviewed and requires no amendments.

409/23 To consider the annual donation for defib electricity

The following was **RESOLVED**:

- It was **AGREED** to proceed with a donation for defibrillator electricity, at a cost of £25.

409/24 To consider the renewal of pavilion electricity plan

The following was **RESOLVED**:

- It was **NOTED** that the current electricity plan ends on 16th February 2020.
- To **ACTION** the Clerk to negotiate a fixed plan with the current supplier.

409/25 To consider Accessibility Regulations

The following was **RESOLVED**:

- It was **NOTED** that the Parish Council will need to be compliant with the regulations and publish an Accessibility Statement by 23rd September 2020.
- It was **NOTED** that the government has now issued guidance on doing a basic accessibility check.
- To **ACTION** the Clerk to request that RP carry out the check and report back to the Parish Council for the March agenda.

409/26 To consider HBBC Rural Strategy Review

The following was **RESOLVED**:

- A list of 10 items of concern was **AGREED**.
- To **ACTION** the Clerk to forward the list to HBBC.

409/27 To consider litter and dog waste bins

The following was **RESOLVED**:

- It was **AGREED** to remove an unsafe dog waste bin on Bennett Close jitty.
- To **ACTION** the Clerk to make the arrangements and inform HBBC.

409/28 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: November 2019: tree work at HR Cemetery and the recreation field £470.00 and December 2019: pavilion electricity £18.00, admin – clerk's salary and office expenditure £867.62, Ornamental Trees Ltd £1,137.55, Stoke Golding Methodist Church – hall hire £181.75, village planter maintenance £312.19, Wicksteed Leisure Ltd – equipment parts £49.80, ground maintenance – contract £1,617.73, additional work to cemeteries- ivy/turf £303.70 and playground inspection/equipment adjustments and tap at WL Cemetery £115.00.

409/29 To receive and consider such communications as received by the Clerk

The following was **RESOLVED**:

Written

- HBBC Parish and Community Initiative Fund application pack was **NOTED**.
- Comments regarding the Vehicle Activated Signs (VAS) were **NOTED**.
- RCC Oil Buying Survey was **NOTED**.
- Countryside Voices Magazine was **NOTED**.
- Request to support the Local Electricity Bill was **NOTED**.
- Information regarding defibrillator provision was **NOTED**.

Verbal

None.

409/30 To consider items needed to be brought to public's attention

None

409/31 To consider future agenda items

The following was **RESOLVED**:

- To consider the Vehicle Activated Signs (February 2020).

The meeting closed at 9.00pm

Next meeting:- Methodist Hall, Tuesday 7th January 2020 at 7.00pm