

# DRAFT MINUTES OF THE 2017 ANNUAL MEETING OF STOKE GOLDING PARISH COUNCIL

The annual meeting of Stoke Golding Parish Council was held in the Methodist Church Hall on Thursday 20th April 2017.

**Present:** Parish Councillors Mrs R Terheege (Chair), Mrs S Beale, Mr C Pegg, Mrs R Fisher, Mr R Mitchell, Mrs N Smith and Parish Clerk Mrs Theresa Case, and 2 members of the public.

Cllr Terheege opened the meeting at 8.00pm and thanked everyone for coming.

**1. Formal Apologies for absence:** County Councillor Ivan Ould and Borough Councillor Reg Ward, Pauline and David Goodsell, Tony Smith and Sue Mitchell.

## **2. Minutes of the 2016 Annual Meeting**

The Chairman confirmed the minutes are published on the Parish Council Notice Board, Stoke Golding and Dadlington Co-operative websites and a copy is provided in the Post Office. Proposed: Phil Gosling. Seconded: Dave Marriot.

## **3. Reports for the year ended 31st March 2016**

### a) Chairman's Report:

I introduced the Councillors to you last year, Sarah Beale, Ruth Fisher, Pauline Goodsell, Chris Pegg, Roy Mitchell and we have a new member Nicola Smith and of course, Theresa Case, who we cannot manage without.

This is the first year we have held the annual meeting here. We have held all the monthly PC meetings here for the past year and it has proved very successful and given easier access to anyone who wishes to attend.

The PC has covered a variety of topics as well as the statutory requirements each month.

As I am sure you are aware the NP questionnaires have gone out and been returned. I would like to thank everyone involved for their hard work and the many hours that it has taken to reach this stage in the process towards a NP. A further report will follow.

Planning is always a time-consuming topic. The PC is trying to influence the enforcement of the original agreements at the Mar City development and we are objecting to the gradual increase in the numbers of properties now being proposed at the Morris Homes development. We are also aware of the prospect of a planning application at Laburnum Cottage.

The data on policing in the village is obtained via the internet. We agree that police time is more valuable on active duties rather than an officer sitting at PC meetings but unfortunately the method of collating the information (which itself is data protected) is 2 or 3 months in arrears and has led to unnecessary concern in the village. We are assured if there were any serious crimes that affect the public at large we would be informed and the village would be warned.

Tree Maintenance – the PC has seen more than usual requests for management of trees and hedges this year. The trees have obviously grown quicker and as we sort one villager's problem another arises. As we have a set contingency for routine maintenance and some for emergencies we are having to prioritise our work programme.

Q1 – What was the current situation with the Mar City Development?

A1 – The PC confirmed that the Planning Enforcement Team was working with the administrator to ensure all obligations were met; this is on-going and lengthy process.

There was a short discussion regarding issues and Phil Gosling updated the PC on some access, boundary, and drainage issues.

### b) Financial Report – Parish Clerk :

#### End of Year Budget Report – April 2017 2016/17

At the beginning of the year the total reserve in the NATWEST bank was £46,626, with £13,691 not allocated. The precept for 2016/17 was £34,404, cemetery income was up on previous year and income from pitch hire was down on previous year.

The following small projects and emergency work have been approved in this year:

Extra cuts to Bennett Close, HR Cemetery, Churchyard (end of 2015/16)	£554.00
Additional works to rec/village (signs/bins/play equip repairs/gate/licences/bus shelters)	£681.40
Pavilion repairs	£1,402.00
WL Cemetery - Block paving/clean benches	£720.00
VAS batteries	£137.50
Bennett Close wildflower meadow – plugs and noticeboard	£140.00
Electricity donation – defibrillator	£25.00
Jitty – kissing gates	£1140.00
TOTAL SPENT:	<u>£4,799.90</u>

The following projects were agreed, but funded by grants and donations:

Table tennis table – funded by 106 monies  
Grave memorial repairs – 50% funded by HBBC grant, remainder by PC.  
Cemetery section marker – funded by CTB  
Bus shelter – funded by CTB  
FB wall tarmac area funded by Stoke Fest  
A donation was received towards the licence for relocation of a planter

The following additional ground maintenance work was agreed

Re-seed soil area at the rec  
Cut back at Church Walk  
Work to trees at the rec  
Emergency work to trees (storm)  
2 extra cuts to rec and Bennett Close and 1 extra cut to all other areas  
1 extra weed killing to all areas  
Wildflower meadow spring topping

Works to trees at Hinckley Road Cemetery was assessed and will be carried out in phases as the budget allows. Cemetery income was used to fund phase 1: the trees at the back of the cemetery, the laurel and hedge line and trees in graves and the cost of grave memorial repairs. Some urgent work at St Margaret's Churchyard and a mower repair were also agreed.

The NP budget for 2016/17 was not allocated. A government grant was received towards the cost of the NP. Remaining funds as 31<sup>st</sup> March 2017 is £1519.97; consisting of remaining admin budget previously ring fenced for the Neighbourhood Plan and remaining grant.

At the end of this financial year there was £2,718.19 of income received in this year (excluding interest) remaining, although all income was allocated. The total reserve in the NATWEST bank going into 2017/18 is £49,344.30: £2717.60 is required for agreed works that have not yet been invoiced, £9,000 remains of the solar panel farm donation which is ring fenced for the pavilion project, there is £1,519.97 ring fenced for the Neighbourhood Plan remaining and £985.26 maintenance grant remaining for the gym equipment. This leaves £35,121.47. A reserve of £20,000 enables claims for the Parish and Communities Initiative Fund for the large projects in the future, as payment is only received once work is complete and invoices paid. This leaves a working reserve of £15,121.47 that is not allocated to be carried forward to 2017/18.

#### 2017/18 Budget

The Precept will increase by 2% to £35,495.00. The regular payments for the 2017/18 budget mostly remain unchanged from 2016/17. Cemetery income and expenditure is estimated based on the actual costs over the last four years. Recreation ground fees will be based on actual cost to the PC of the services provided. There will be an increase in the ground maintenance budget to allow for the extra cuts required. Also subscriptions have increased slightly. Provision will need to be made for the 2<sup>nd</sup> phase of grave memorial repairs and works to trees at HR Cemetery. Some of the budget previously listed for small projects and emergencies will cover works to trees at the recreation field and planting in the village and cemeteries. A further budget of £1000 could be ring fenced for the Neighbourhood Plan for admin, printing and room hire if required.

#### Projects

There is currently no estimated cost for the pavilion refurbishment or rebuild. Morris Homes will provide 106 funds of £25,824 provision and £21,120 maintenance. The £10,000 from the solar panel farm has been ring fenced for this project with £1000 already allocated to Sport in Stoke Golding (SISG) for initial admin and consultation fees.

#### NSB Reserves

To comply with legal and procedural guidelines the PC reserve is equivalent to 50% of the annual precept. Internal and external auditing of accounts ensures that all reserves are adequate and not excessive.

#### c) Planning Report - Parish Clerk:

Since the 1<sup>st</sup> April 2016 the Parish Council has consulted and offered comments where appropriate on 31 planning applications. These were for six erection of new buildings, eleven extensions and alterations to dwellings, six work to trees, one rebuild of a garage, one for solar panels, six alterations to conditions on existing plans.

#### d) Cemetery Report: Cemetery Administrator - Mr. Ray Tunks:

##### THE OLD CEMETERY, HINCKLEY ROAD, STOKE GOLDING.

In Hinckley Road Cemetery in the last 12 months (April 2016 – March 2017) there have been four full burials, four burials of ashes and one scattering of ashes. Some of these were in pre purchased plots. Permission was granted to erect eight memorials. There were three grave plots and one cremation plot purchased. Approval was given to add wording to two memorials and permission to attach one plaque to the memorial wall was granted.

These transactions resulted in £6679.40. going into Parish Council funds.

##### THE NEW CEMETERY, WYKIN LANE, STOKE GOLDING

In Wykin Lane Cemetery in the last 12 months (April 2016 – March 2017) there has been two full burials and two burials of ashes. Permission was granted to erect two memorials and three grave plots and two cremation plots were purchased.

These transactions resulted in £4498.00 going into Parish Council funds.

Both cemeteries continue to be maintained by the Parish Council to a good standard.

e) Village Hall Management Committee - Mrs. R Fisher:

This year had seen a few changes in our Management Committee. We said farewell to Michael and Sylvia Short who, between them, have given many years of invaluable service to the hall, and also to Colin Edwards, who represented the badminton group and has been a very long-standing member of the committee. Thank you all for your hard work.

We have welcomed Belinda West, our new Booking Clerk, Claire Woods, Michelle Allen and Martyn Fisher to the team. The hall continues to go from strength to strength with visitors telling us what a great venue it is.

We have held two Stoke Arts events this season: Richard Durrant made a welcome reappearance in December with his Christmas candlelit concert, and in March Claude Bourbon entertained us with his Mediaeval and Spanish Blues music.

We have had new curtains fitted in the hall, but have put improvements to the heating system on hold as it is working well at present. The trade waste bin situated outside the hall and funded by the Parish Council has proved to be a very useful asset and has solved our and the pavilion users waste disposal issues.

On a negative note, we had a break-in in October and although little of any value as taken, there was a lot of damage done to doors, frames and cupboards. We have advised hall users to leave nothing of value on the premises.

As always, I would like to thank fellow members of the Management Committee who give up many hours of their time voluntarily to keep the hall running so smoothly.

f) Neighbourhood Plan Advisory Committee – Roy Mitchell:

A lot has happened in the last twelve months and good progress has been made toward getting our plan formally approved.

In late spring last year, we had the Neighbourhood Plan Area formally approved and appointed consultants Kirwells to help us through the various stages. This will ensure that at the end of the process we have a legally compliant document.

The next step was to consult the village to identify the key issues that would be addressed in the plan. Our initial consultation in early autumn involved contacting and seeking comments from all businesses, groups, societies, and landowners within the plan area. Local schools and church organisations were also contacted. This was followed at the end of October by two public consultation events attended by over 100 residents. Christina Emmett analysed the views of the businesses, groups etc. Brian and Jane Ninness and Alan White analysed the results from the public consultations. These analyses have been used to create a Survey Questionnaire, which will be delivered to every household and business within the plan area. It will be distributed at the end of March.

There has been significant participation by residents in keeping the community up to date with the development of the Plan. None of this would have been possible without the commitment and work of the PR team who produced and delivered postcards, produced posters and kept the community informed through social media. We are fortunate that in excess of 30 residents have directly and indirectly participated in this aspect of the process. .

The decision was taken to have the survey put on line in "Survey Monkey". This will mean that as well as being able to complete the survey on line, analyses will be easier, and the results can be made available for the community to view.

The next stage will be to turn the survey results into issues that will form the policies within the Plan. We will be using Kirwells to ensure we use the correct planning jargon to ensure we can move to the final stages before approval. We have to go through a number of statutory consultation processes, which take time, but we are aiming to have a plan in place by the end of next year.

Cllr Mitchell updated the meeting further on progress as follows:

Just over 860 questionnaires, household and young persons, were distributed throughout the Neighbourhood Plan Area

The closing date for return was set at 14<sup>th</sup> April but this was extended to the 15<sup>th</sup> because it clashed with the Good Friday Bank Holiday when the Post Office was closed.

About 97 household and 8 young Persons questionnaire were collected from the box in the last week. The data inputting team are in the middle of inputting these documents with completion by the end of this week.

At this moment in time

Household QAs.

Total Number so far = 210 (24.5% of total distributed)

112 on paper (53%) Online 98 (47%)

YP QAs.

Total Number so far = 30

On paper 11 (37%) Online 19 (63%)

Once inputting is complete these numbers will increase

One important point that has already been identified is that at the suggestion days we got very few 30-39 year olds and no 20-29 year olds. The survey so far incorporates the views of thirty five 18-30 year olds and forty one 31-45 year olds.

The survey will be analysed by independent consultants and should commence on 15<sup>th</sup> May when they have been appointed. The completion date will depend on their assessment of the scope of work. Their analysis and report will be made available for the community.

To date more than 60 members of the community have been involved directly and indirectly in working on the Plan and I would like to thank them for their help and support. In particular, Jim Hope has undertaken a significant number of coordination tasks as well as maintaining the evidence base and I would like to express my thanks to him on behalf of the community.

#### **4. Observations from the County Councillor Ivan Ould:**

None.

#### **5. Observations from the Borough Councillor, Reg Ward:**

None.

#### **6. Observations from:**

a) The Charity of Thomas Barton: The following report was read:

The interest from the investment portfolio of the Charity continues to fund the many projects in the village which the Charity undertakes.

During the year the Charity has provided funds for the following:

Village Web Site Expenses

Donation to Gardener for Old Cemetery Maintenance

Best Kept Front Garden Competition Prizes

Donation to Village Garden Society Show

St Martin's School Awards Scheme

Village Christmas Lights and Switch –on Ceremony

St Margaret's Church Lighting Costs

Support for Ambion Voices Choir

Purchase of New Bus Shelter

Purchase of New Cemetery Markers

Repair of Blue Plaque

Donation to First Responders

Over £15000 has been spent on village projects since the last report.

The Charity will also consider applications for a grant from *any organisation or suggestions for projects* that meet the criteria of the Charity namely that it is:

'For the general benefit of the inhabitants of Stoke Golding for which provision is not made out of rates, taxes, or other public funds'

b) The Mistress Hester Hodges Foundation: No report.

c) The Stoke Golding Boys' Charity: The following report was read by Cllr Mitchell:

The income of the charity after payments of expenses will be distributed to boys and young men of Stoke Golding under the age of 25. The amount this year is £5700. 26 applications have been made and will be considered shortly.

d) The Women's Hall Charity: The following report was read by the Clerk:

Funds from the sale of the Womens Hall were invested in shares. Dividends and interest this year were £232.87. There was no expenditure. The current amount available to spend is £621.24.

#### **7. Parishioners Questions:**

Q2 – Could the Womens Hall Charity be joined with the Charity of Thomas Barton?

A2 – Cllr Mitchell reported that changing a deed of trustee was a very complicated matter and the benefits might not justify the work involved.

ACTION: Cllr Mitchell to investigate further, liaise with the Charity of Thomas Barton for investment advice and report back to the PC.

Q3 – DM reported on the benefits for winter grazing of the wild flower meadow at WL Cemetery.

A3 – The PC acknowledge the benefits for the wild flower meadow, but raised concerns: who would provide the stock and mains electricity supply for an electric fence, escapes and possible damage and insurance implications.

ACTION: DM to put forward a detailed proposal addressing all issues raised and costs for consideration by the PC.

Q4 – DM reported on bird box options for the wild life area at WL Cemetery.

A4 – The PC confirmed that the CTB has agreed to funding on principle.

ACTION: DM to provide options and prices for consideration.

Cllr Terheege thanked everyone for attending.

The meeting closed at 8.50pm.