

Draft Minutes of Stoke Golding Parish Council

Minutes of the 422nd meeting of Stoke Golding Parish Council held virtually on Wednesday 6th January 2021

Attendance: Cllr R Terheege (in the chair), S Beale, C Pegg, N Smith, A Clover, R Fisher, A McLean, Parish Clerk Theresa Case, County Cllr Ivan Ould, Borough Cllr Jonathan Collett, residents.

422/1 To receive apologies for absence:

None.

422/2 To receive declarations of interest on items on the agenda and dispensations:

The following was **RESOLVED:**

- It was **NOTED** that all Councillors have a pecuniary interest in item 422/9.
- A dispensation was previously **AGREED** for all Councillors to participate in any discussion and vote in relation to the Neighbourhood Plan for a period of one year.
- It was **NOTED** that Cllr McLean has declared a pecuniary interest in item 422/11 and a dispensation was previously **AGREED** for any discussion and vote in relation to the Convent Drive Open Space until 31st March 2023.
- It was **NOTED** that all Councillors have a pecuniary interest in item 422/18, 422/19 and 422/20.
- A dispensation was previously **AGREED** for all Councillors to participate in any discussion and vote in relation to the budget and setting of the precept for a period of four years.
- Cllr Smith declared a pecuniary interest in item 422/27 and a dispensation was **AGREED** for any discussion or vote in relation to the proposed development on Wykin Lane until 31st March 2023.

422/3 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 was discussed:

1. Correspondence from Friends of the community.
2. Osbaston planning application for 55 homes.
3. Roseway planning application for 65 homes.

Borough Cllr Jonathan Collett reported on and the following was discussed:

1. Roseway planning application
2. Concerns regarding protecting green spaces in Higham and Stoke Golding.
3. HBBC finance.
4. Rural Strategy – reflects views but offers no solutions.
5. Baxter Hall Committee.

Meeting moved to item 422/27 on the agenda.

422/27 To receive and consider such communications as received by the Clerk

The following was **RESOLVED:**

Written

- Update and funding request from the Friends of the Community was **NOTED**. Cllr Terheege clarified the position with regard to due diligence, statutory rules, audit and the previous decision regarding a donation. To **ACTION** the Clerk to seek advice from LRALC to enable a decision at the February PC meeting.
- Parish and Community Initiative Fund application pack, with a deadline of 12th February 2021, was **NOTED**
- It was **NOTED** that someone has damaged the goal posts and the FB Club will repair.

Verbal

None

The meeting returned to item 422/4 on the agenda.

422/4 Public participation – to consider any comments by the public on items on the agenda:

The following was **RESOLVED:**

- Comments from the Chair of Friends of the Community were **NOTED** and the status of the group was confirmed as an unincorporated group.

422/5 To confirm the minutes of the 421st meeting of the Parish Council:

It was **RESOLVED** that the minutes of the Parish Council meeting held on 2nd December 2020 were unanimously **AGREED** and the Chairman signed the minutes of the 421st meeting as a correct record of the meeting.

422/6 To consider any matters arising from previous decisions of the Parish Council not covered by the agenda:

Updates:

- Works to Trees at Hinckley Road Cemetery – the core survey on the oak tree was postponed due to access issues and will take place shortly.

422/7 Reports of elected officers of the council and the clerk:

a) Financial Progress Report

The following was **RESOLVED:**

- The Financial Reports for December was unanimously **AGREED** and signed by the Chairman.
- Income for the month of December 2020 was **NOTED** at £2,897.50
- Expenditure for the month of December 2020 was **VERIFIED** at £3,329.62.
- The bank reconciliation for the month of December was **NOTED**.

b) Playground inspection:

Monthly report:

The following was **RESOLVED:**

- A full safety inspection report was **NOTED**.
- Muddy patches, hole in ground and cracked caps on equipment were **NOTED** and to **ACTION** JG to fill hole and MS to replace caps.

c) Ground Maintenance Report:

The following was **RESOLVED:**

- As previously **AGREED** moles have been removed from Wykin Lane Cemetery, at a cost of £30.00.
- Urgent tree work at St Margaret's Churchyard has been carried out, at an **AGREED** cost of £83.00.
- It was **AGREED** to proceed with further mole removal at the recreation field and **ACTION** the Clerk to make the arrangements.
- It was **AGREED** to proceed with tree work in the woodland area at Wykin Lane, at an estimated cost of £148.00 daily rate (approximately 3 days).

d) Crime Report:

The following was **RESOLVED:**

- Crime figures for October 2020 – the following figures were **NOTED** from the police.uk website:
- 2 violence/sexual offence, 2 burglary, 2 public order and 1 other crime.

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 Cllrs Beale, Terheege and Fisher attended the HBBC Parish Forum Meeting.

422/7 Planning Application Matters:

Planning applications were considered and any comments resolved as follows:

a) New Applications:

None.

b) Amended:

None.

e) Appeals:

None

f) Withdrawn:

None.

g) Refused:

None.

h) Approved:

None

i) Declined to Make (the application has not met the criteria for the TPO status therefore permission is no longer required):

None.

422/9 To receive the minutes of Neighbourhood Plan Advisory Committee (NPAC) meetings and to consider any recommendations

The following was **RESOLVED:**

- Minutes of the NPAC meetings held on the 7th and 21st December were **NOTED**.

- Invoice for consultant was **AGREED**, at a cost of £2,600 + VAT.
- Invoice for printing was **AGREED**, at a revised cost of £381.00.
- A report on the arrangements for Reg 14 by Cllr Terheege was **NOTED**.

422/10 To update on maintenance of the pavilion

The following was **RESOLVED**:

- Arrangements for the underpinning of the pavilion are pending.
- It was **AGREED** to look at installation of a water meter, as part of the refurbishment.
- Issues with the electricity meter were **NOTED** and to **ACTION** the Clerk to call an electrician.

422/11 To resolve upon Convent Open Space Committee and Terms of Reference

The following was **RESOLVED**:

- The Terms of Reference for the advisory committee was **AGREED**.
- The committee would have three councillor members, Cllrs Pegg (Chair), Clover and McLean, with three non- councillor members who will be appointed at the first committee meeting.
- It was **NOTED** that Cllr Pegg will consult members and confirm the date of the first meeting.

422/12 To update on memorial safety – gravestone repairs

The following was **RESOLVED**:

- It was **NOTED** that the works to grave memorials at Hinckley Road Cemetery were now complete.
- It was **NOTED** that the unauthorised kerb at Hinckley Road Cemetery has been removed and the plot will be returned to grass shortly.
- A flooded kerb grave at Hinckley Road Cemetery was discussed and **NOTED** and **ACTION** the Clerk to seek advice from memorial contractor.

422/13 To update on work to the recreation field pathway

The following was **RESOLVED**:

- It was **NOTED** that a site meeting had not been possible due to lockdown.

422/14 To update on application for Asset of Community Value status for Baxter Hall

The following was **RESOLVED**:

- It was **NOTED** that the moratorium period ended on the 23rd December 2020
- A report by Cllr Fisher was **NOTED**.

422/15 To update on works to recreational field copse

The following was **RESOLVED**:

- It was **NOTED** that Cllr Pegg would meet with the tree contractor to discuss the necessary tree work.

422/16 To update on Wildflower Verge Scheme

The following was **RESOLVED**:

- It was **NOTED** that there had been one reply to the leaflets previously sent out to residents.
- It was **NOTED** that Cllr Clover has completed the online application.

422/17 To consider the dates of Meetings of Council and committees for 12 months from May 2021

The following was **RESOLVED**:

- It was unanimously **AGREED** that all parish meetings take place on the first Wednesday of each month currently via Zoom, with the exception of the January meeting which should take place on the second Wednesday in future.
- Dates for NPAC meetings until April 2021 were **NOTED** and **AGREED**.
- To **ACTION** Cllr Fisher to publish meeting dates on the village website.

422/18 To consider the quarterly budget comparison

The following was **RESOLVED**:

- The quarterly budget comparison was **NOTED**.

422/19 To adopt the budget for the next financial year

The following was **RESOLVED**:

- It was unanimously **AGREED** to adopt the budget for the next financial year commencing 1st April 2021, at a cost of £62,926.80 annual expenditure and £5,570.00 for medium term planning aims.

422/20 To resolve upon the precept and parish element of Council Tax for the next financial year

The following was **RESOLVED**:

- It was **NOTED** that the tax base figure for 2021/22 has decreased from 801.4 to 788.8 .

- It was unanimously **AGREED** that the Band D figure should increase from £65.63 to £70.40 per household which will give a precept of £55,531.00 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.

422/21 To initiate annual review of performance for ground maintenance contract

The following was **RESOLVED**:

- To **ACTION** Cllr Pegg to carry out an annual review of performance and report to the March 2021 parish council meeting.

422/22 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 to Council prior to the March 2021 parish council meeting.

422/23 To initiate the annual tree inspection

The following was **RESOLVED**:

- To **ACTION** the Clerk to book the tree inspection for March 2021.

422/24 To adopt an amended Accessibility Statement

The following was **RESOLVED**:

- The amended Accessibility Statement was unanimously **AGREED** and **ADOPTED**.

422/25 To consider response to Roseway Planning application decision

The following was **RESOLVED**:

- It was **AGREED** to send comments to the Chief Planning Officer and copy to Luke Evans MP.
- To **ACTION** the Clerk to compile councillors' comments and forward the draft letter to them for approval before sending out.

422/26 To resolve upon the Monthly Schedule of Payments

It was **RESOLVED** that payments have been checked against the invoices and the schedule of payments was unanimously **AGREED** and the Chairman signed the schedule. The Parish Council to proceed with payments as follows: January 2021: pavilion electricity £32.00, admin – clerk's salary and office expenditure £778.49, ground maintenance – contract £1,639.23, additional ground maintenance - £83.00, NP printing £381.00, NP consultant £3,120.00, mole contractor £105.00, memorial safety repairs £5,795.00, HBBC litter/dog waste collection £694.98, HBBC trade waste village hall/pavilion £96.20, Water Plus – Wykin Lane supply £23.04.

422/28 To consider items needed to be brought to public's attention

None.

422/29 To consider future agenda items

The following was **RESOLVED**:

- It was **NOTED** that the following items should be added to the February agenda:
- To consider a donation to Friends of the Community.
- To consider play equipment matting safety.

The meeting closed at 8.30 pm

Next meeting:- Virtually on Zoom, Wednesday 3rd February 2021 at 7.00pm