

Minutes of Stoke Golding Parish Council

Minutes of the 424th meeting of Stoke Golding Parish Council held virtually on Wednesday 3rd March 2021

Attendance: Cllr R Terheege (in the chair), C Pegg, R Fisher, A McLean, Parish Clerk Theresa Case, County Cllr Ivan Ould, Borough Cllr Jonathan Collett, Chair of Neighbourhood Plan Advisory Committee, residents.

One minute's silence was observed in memory of Paul Singh Sehmbi and the many other victims of Covid.

424/1 To receive apologies for absence:

Cllr N Smith.

424/2 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 424/10.
- 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 424/11 and a dispensation was previously **AGREED** for any discussion and vote in relation to the Convent Drive Open Space until 31st March 2023.

424/3 To receive resignations and consider election/co-option of councillors

The following was **RESOLVED**:

- The resignation of Cllr Beale and Clover was **NOTED** and the Chair thanked both councillors for their service to the Parish Council and the community.
- It was **NOTED** that following notice of the vacancies by Hinckley and Bosworth Borough Council no election was triggered and the Parish Council can now co-opt.
- It was **AGREED** to advertise the vacancies on the Stoke Golding Village Website and provide a link on Facebook.

424/4 To receive reports by County and Borough Councillors

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

1. Covid briefing.
2. Damage to verges will not be repaired due to finance.

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

1. Roseway petition.
2. Borough price increases for Council tax and brown bins.
3. Local Borough Plan – December at the earliest.
4. Roseway construction access.

424/5 Public participation – to consider any comments by the public on items on the agenda:

The following was **RESOLVED**:

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

424/6 To confirm the minutes of the 423rd meeting of the Parish Council:

It was **RESOLVED** that the minutes of the Parish Council meeting held on 3rd February 2021 were unanimously **AGREED** and the Chairman signed the minutes of the 423rd meeting as a correct record of the meeting.

424/7 To consider any matters arising from previous decisions of the Parish Council not covered by the agenda:

Updates:

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

424/8 Reports of elected officers of the council and the clerk:

a) Financial Progress Report

The following was **RESOLVED**:

- The Financial Reports for February was unanimously **AGREED** and signed by the Chairman.
- Income for the month of February 2021 was **NOTED** at £2,922.00.
- Expenditure for the month of February 2021 was **VERIFIED** at £3,668.46.

- The bank reconciliation for the month of February was **NOTED**.
- The actual bank statements were verified by Cllr Terheege on the 10th February 2021.

b) Playground inspection:

Monthly report:

The following was **RESOLVED**:

- A full safety inspection report was **NOTED**.

c) Ground Maintenance Report:

The following was **RESOLVED**:

- Following the annual walk around the following was **NOTED**:
- Wykin Lane Woodland area – wild grass area with path, JG to cut a grass path at no additional charge.
- Wykin Lane woodland area – annual trim back to be carried out, at a cost of 1.5 days rate, £222.00 (can use contingency and put in the contract for 2022/23).
- Recreation field wild grass area – Cllr Fisher to liaise with JG to designate the area not to be cut behind the pavilion.
- Recreation field copse fence – JG to remove iron work, at a cost of £42.00 and to quote for new fence.
- Hinckley Road Cemetery new trees – JG to quote.
- Pine Close wild verge – JG to cut wildflower verge in September to scheme specification, at a cost of £40.00.
- JG will quote for replacement of soil enclosure at Wykin Lane Cemetery, commercial sweeping of block paving at cemeteries, adding chippings to open memorials and ant hills at Hinckley Road Cemetery.
- As previously **AGREED**, holes at the play area have been filled, at a cost of £19.00

d) Crime Report:

The following was **RESOLVED**:

- Crime figures for December 2020 – the following figures were **NOTED** from the police.uk website:
- 1 violence/sexual offence, 1 public order and 1 vehicle 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 there was nothing to report.

424/9 Planning Application Matters:

Planning applications were considered and any comments resolved as follows:

a) New Applications:

- Station House, Upton Lane, SG – erection of a detached garage and revised driveway layout.

b) Amended:

None.

e) Appeals:

None

f) Withdrawn:

None.

g) Refused:

None.

h) Approved:

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

None.

424/10 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 8th, 15th and 23rd February and 1st March were **NOTED**.
- A report on the Reg 14 consultation responses was **NOTED** and analysis, proposals and actions were **AGREED**.
- It was **AGREED** to proceed with consultant fees, at a cost of £3,900.00 and refund £149.00 of remaining grant at the end of March.
- It was **AGREED** to proceed with purchase of stationery and ink, cost to be confirmed.
- It was **AGREED** to ring-fence £2,000.00 budget to the Neighbourhood Plan.
- A request for Neighbourhood Plan evidence by Friends of the Community was **NOTED** and discussed.
- It was **AGREED** that Cllr Terheege continue to liaise with Hinckley and Bosworth Borough Council and the Parish Council provide evidence for the Wykin Lane appeal if they consider it appropriate.

- The Chair of the Neighbourhood Plan Advisory Committee **NOTED** that there was little evidence in the Neighbourhood Plan for highway or landscape, but he was willing to present evidence to the appeal if required.
- It was also **NOTED** that as the draft plan was currently being amended, following the analysis of Regulation 14 responses, it would not be available until April at the earliest.

424/11 To receive the minutes of Convent Open Space Committee meetings and update on Convent Open Space

The following was **RESOLVED**:

- Minutes of the meeting held on 17th February were **NOTED**.
- A report on progress by Cllr Pegg was **NOTED**.

424/12 To update on maintenance of the pavilion

The following was **RESOLVED**:

- It was **NOTED** that the underpinning work was still pending due to the field conditions.

424/13 To update on application for Asset of Community Value status for Baxter Hall

The following was **RESOLVED**:

- An update from the Baxter Hall Committee and a report by Cllr Fisher were **NOTED**.

424/14 To update on works to recreational field copse

The following was **RESOLVED**:

- It was **NOTED** that a drainage contractor had assessed the area and a quote will follow.

424/15 To update on Wildflower Verge Scheme

The following was **RESOLVED**:

- It was **NOTED** that the verge has now been designated and will be left to grow wild, a survey will be carried out by NatureSpot in June and the verge will be cut in September by the Parish Council.
- It was **NOTED** that the rear of the verge was owned by Hinckley and Bosworth Borough Council.

424/16 To consider cemetery matters

The following was **RESOLVED**:

- Three quotes for cleaning of the War Memorial were **NOTED** and it was **AGREED** to proceed with a quote for £1,025.00 and submit a claim for the Environmental Improvement Programme.
- Drainage issues at Wykin Lane Cemetery were discussed and it was **NOTED** that the contractor has been assessed and a quote will follow shortly.
- It was **NOTED** that the resident will fill the gap in the hedge with pyracantha, hawthorn and holly.

424/17 To consider works to trees

The following was **RESOLVED**:

- Following a core survey, an oak tree at Hinckley Road Cemetery will be felled on the 31st March 2021.
- Permission from the Diocese has been **AGREED** under section B6(2).
- It was **AGREED** to proceed with two whitebeam trees at Wykin Lane Cemetery, at a cost of £356.00.

424/18 To consider play equipment matting safety

The following was **RESOLVED**:

- Assessment of the matting by MS was **NOTED** and it was **AGREED** to seek a quote to replace the top layer of matting under the slide.

424/19 To consider the arrangements for the Annual Parish Meeting and report

The following was **RESOLVED**:

- It was **NOTED** that the following reports will be requested by the 31st March: Chair, finance, planning, cemeteries, Village Hall Management Committee, Neighbourhood Plan Advisory Committee, Convent Open Space Committee and charities.
- It was **AGREED** that the Annual Parish meeting will take place on Wednesday 26th May 2021 at 7.00pm via Zoom.

424/20 To approve a sum of petty expenditure for year beginning April

The following was **RESOLVED**:

- It was **AGREED** to proceed with a sum of £800 for petty expenditure for the next financial year.

424/21 To consider pitch hire fees for 2021/22

The following was **RESOLVED**:

- It was **AGREED** to proceed with pitch hire fees in line with Hinckley and Bosworth Borough Council.

424/22 To consider fees for cemeteries 2021/22

The following was **RESOLVED**:

- It was **AGREED** to proceed with cemetery fees in line with Hinckley and Bosworth Borough Council.
- The revised scale of charges was **AGREED**.

424/23 To consider the review of internal controls

The following was **RESOLVED**:

- It was **NOTED** that a review of internal controls was carried out by Cllr Terheege and the Clerk on the 8th February 2021.

424/24 To consider renewal of HBBC storage licence

The following was **RESOLVED**:

- It was **NOTED** that the renewal of the storage licence was still pending.

424/25 To appoint one trustee of the Mistress Hester Hodges Exhibition Foundation

The following was **RESOLVED**:

- It was **AGREED** to reappoint Jean Buckby as trustee for a term of four years from 1st April 2021.

424/26 To consider St Martin's Catholic Academy car park proposals

The following was **RESOLVED**:

- A report on proposals by Cllr Pegg and McLean following a site meeting was **NOTED**.

424/27 To consider Roseway development construction access matters

The following was **RESOLVED**:

- A resident's suggestion regarding construction access to the development was **NOTED**.
- It was **NOTED** that Sutton Cheney Parish Council and Dadlington Neighbourhood Plan Committee are strongly opposed to a road from the Roseway development across land to Hinckley Road; Stoke Golding and Dadlington Neighbourhood Plans seek to preserve the wedge of land between the two villages.
- To **ACTION** the Clerk to reply to the resident and seek further information from the planning officer regarding the S106 agreement and plans for construction traffic.

424/28 To consider Dadlington Neighbourhood Plan consultation comments

The following was **RESOLVED**:

- It was **NOTED** that the Neighbourhood Plan Advisory Committee will forward the draft plan as soon as it has been agreed; many issues and policies are relevant to both neighbourhood plans.

428/29 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: February 2021: Ground maintenance-equipment inspections and repairs £65.00, gravedigger £780.00, flag £61.20 and March 2021: pavilion electricity £32.00, admin – clerk's salary and office expenditure £785.77, ground maintenance – contract £1,639.23, additional work £525.00, oak tree survey £954.00, Water Plus-supply to Hinckley Road Cemetery £106.72 and Neighbourhood Plan consultant £4,680.00.

424/30 To receive and consider such communications as received by the Clerk

The following was **RESOLVED**:

Written

- Letter from a resident regarding the jitty was **NOTED** and to **ACTION** the Clerk to reply.
- HBBC Trade waste price increase was **NOTED**, cost up from £14.80 to £15.25 per lift.
- Request for Neighbourhood Plan evidence from Friends of the Community was **NOTED**.
- HBBC notification of damage to street sign was **NOTED** and to **ACTION** the Clerk to arrange for MS to repair.
- It was **NOTED** that the defibrillator battery and pads need replacing and due urgency to **ACTION** the Clerk to order the items and put on the April agenda.

Verbal

None

424/31 To consider items needed to be brought to public's attention

None.

424/32 To consider future agenda items

The following was **RESOLVED**:

- It was **NOTED** that the following items should be added to a future agenda:
- To consider bank signatories.
- To consider a memorial bench.
- To consider defibrillator battery and pads replacement.

424/33 To consider entering a confidential session to discuss staff, contractor and legal matters

The following was **RESOLVED**:

- It was **AGREED** to enter a confidential session to discuss staff, contract and legal matters.

424/34 To consider annual review of performance for ground maintenance contractor

The following was **RESOLVED**:

- It was **NOTED** that the annual review of performance has been carried out by Cllr Pegg, all matter were satisfactory, and the contract will be renewed as previously **AGREED**, at a cost of £20,670.80 for 2021/22.
- To **ACTION** the Clerk to confirm the contract to the contractor.

424/35 To consider Clerk's annual appraisal and salary review, contract and overtime hours, equipment and training requirements and annual leave

The following was **RESOLVED**:

- The clerk's annual appraisal report and comments were **NOTED** and **AGREED**.
- It was **AGREED** that salary will increase by one increment and hours will be 13 hours per week, a revised contract was signed.
- Clerk's annual leave dates were **AGREED**.
- Equipment was **AGREED**, at a cost of £80.00.
- Overtime of 10 hours was **AGREED**.

424/36 To consider boundary dispute

The following was **RESOLVED**:

- It was **NOTED** that Cllr Pegg and Smith had spoken with the solicitor and the proposed letter to the resident was **AGREED** by Council.

The meeting closed at 9.00pm

Next meeting:- Virtually on Zoom, Wednesday 7th April 2021 at 7.00pm