

**Draft Minutes of Stoke Golding Parish Council**

Minutes of the 389th meeting of Stoke Golding Parish Council held in the Methodist Church Hall on Wednesday 3<sup>rd</sup> April 2018

**Attendance:** Cllr R Terheege (in the chair), S Beale, P Goodsell, R Fisher, R Mitchell, Parish Clerk Theresa Case, Borough Councillor Reg Ward, Karen Jones.

**389/1 Apologies for Absence.** County Cllr Ould, Cllrs N Smith and C Pegg.

**389/2 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.

Borough Councillor Reg Ward reported on the following issues:

1. Homelessness.
2. Concerns regarding the verges in Roseway.
3. Battlefield signs for the canal bridge.
4. HBBC – Universal Credit problems.
5. Affordable Homes.
6. Central government Prevention Strategy.
7. 106 contributions – education budget.

**389/3 Confirmation of 388th meeting minutes:**

It was **RESOLVED** that the minutes of the Parish Council meeting held on 7<sup>th</sup> March 2018 were unanimously **AGREED** and the Chairman signed the minutes of the 388th meeting as a correct record of the meeting.

**389/4 Matters arising:**

Crime Report for January 2018– the following figures were obtained from the police.uk website: the following figures were obtained from the police.uk website.

There were 6 crimes reported as follows:

- 1 anti-social behaviour near Station Road – no information.
- 1 violence and sexual offences near Tithe Close – under investigation.
- 1 public order and 3 violence and sexual offences near Hall Drive – awaiting court outcome.

Updates:

CPRE – membership renewal was **AGREED**, at a cost of £36.

Ground maintenance – additional work was **NOTED** and **AGREED** at a cost of £567.00.

It was **NOTED** that JG has reported that due to the weather the pitch has not been vertidraind and some pitch marking was still outstanding from last year's contract, but these will be carried out during the next month.

**389/5 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 March 2018 was **NOTED** at £131.50.
- Expenditure for the month of March 2018 was **VERIFIED** at £4,452.18.
- The bank reconciliation for the month of March 2018 was **NOTED**.

**b) Reports of Council representatives and Clerk:**

Cllr Terheege reported on the Parish Forum meeting as follows:

- Police matters
- Recycling and refuse collection
- Parish and Communities Initiative Fund and Developing Communities Fund
- Fire Safety
- Good Neighbour Schemes

Cllrs Goodsell and Fisher reported on a recent meeting for the 1485 Legacy project and reported that an exhibition will take place on the 2<sup>nd</sup> May in Dadlington.

**c) Playground inspection:**

Monthly report: **NOTED**.

**RESOLVED ACTION:** None.

**389/6 Planning Application Matters:**

Planning application procedures were discussed and reviewed as follows:

**a) New Applications:**

- 27 Andrew Close, SG – T1 conifer – fell, T2 cherry tree – prune to 50% of current height and width.

- Westmorland Farm, Rogues Lane, Hinckley – New detached garage (re-submission of 17/01125/HOU).
- The Blacksmiths, 37 Andrew Close, SG – T1, T2 -crown reduction to 3m in height, T3 – reduce to 2m in height.

**b) Amended:** None.

**c) Permissions approved:**

- Chestnut Cottage, Park House Court, Main Street, SG – T1: horse chestnut – reduction of any long limbs which have evidence of Decay and removal of dead branches. T2: chestnut – shorten two south limbs by 50%. Clean out, crown lift to 5 metres and inspect cavity.
- 83 Hinckley Road, SG – single storey rear extension, front porch.
- 36 Wykin Lane, SG – two storey side extension and single storey rear extension.

**d) Refusals:**

- 37 Wykin Lane, SG – proposed studio and playroom above approved garages
- Land adjacent White Cottage, 5 Church Walks, SG – change of use of land to the storage of building materials with the erection of a 2m high close boarded fence to eastern boundary including gate (retrospective)

**RESOLVED ACTION:** Clerk to chase HBBC Planning Enforcement Team regarding removal of stored building materials.

**e) Appeals:** None.

**f) Withdrawn:** None.

### **389/7 Neighbourhood Plan**

The following was **RESOLVED**:

- The minutes of the NPAC meetings held on the 12<sup>th</sup> March were **NOTED**.
- It was **NOTED** that the NPAC are currently discussing how best to present the complicated issues regarding the National and Local Plan documents and the Neighbourhood Planning process to the public.
- It was **AGREED** that a NPAC meeting to discuss housing should be held once the new Local Plan map of areas available for development has been confirmed.

### **389/8 Sport in Stoke Golding (SISG)**

The following was **RESOLVED**:

- A report by Cllr Terheege on a meeting of SISG was **NOTED**.

### **389/9 To resolve upon agenda and final administrative arrangements for the Annual Parish Meeting**

The following was **RESOLVED**:

- It was **NOTED** that the APM agendas will be distributed shortly.
- It was **NOTED** that the APM will take place on 19<sup>th</sup> April at the Methodist Church Hall.

### **389/10 To consider and approve fees for cemeteries**

It was **RESOLVED** and unanimously **AGREED** to approve the fees for cemeteries in-line with HBBC charges.

### **389/11 To receive the Clerk's petty expenditure statement for half-year October-March**

It was **RESOLVED** and unanimously **AGREED** to approve the Clerk's petty expenditure, at a cost of £236.28.

### **389/12 To consider draft report on the Council's accounts including budget update, project and grant reports for the year just ended**

It was **RESOLVED** and unanimously **AGREED** to approve the following documents:

- The end of year summary of accounts.
- The end of year bank reconciliation.
- The update of budget figures and report.
- The maintenance grant report
- The projects and allocated budgets report
- The end of year NP accounts summary.

### **389/13 Works at Hinckley Road Cemetery**

The following was **RESOLVED**:

#### Wall and Gate Damage

- It was **NOTED** that further quotes were still pending.

#### Oak Tree

- It was **NOTED** that assessment of the tree was still pending.

### **389/14 Vehicle Activated Sign**

The following was **RESOLVED**:

- It was **NOTED** that there was nothing further to report.

### **389/15 CCTV**

The following was **RESOLVED**:

- It was **NOTED** that there was nothing further to report.

### **389/16 Tree Warden**

The following was **RESOLVED**:

- To **ACTION** the Clerk to make enquiries with LCC Stepping Stones regarding training and guidance for Tree Wardens.
- To **ACTION** Cllr Goodsell and KJ to liaise with Cllr Pegg.

### **389/17 Churchyard Gates**

The following was **RESOLVED**:

- It was that quotes were still pending.

### **389/18 Data Protection**

The following was **RESOLVED**:

- The Data Audit was unanimously **AGREED**.
- The following documents were unanimously **AGREED and ADOPTED** by Stoke Golding Parish Council:
  1. General Privacy Notice.
  2. Privacy Notice for staff, councillors and post holders.
  3. Subject Access Requests (SAR) Policy.
  4. Consent Form.
- To **ACTION** Cllr Fisher to put the Privacy Notices and SAR Policy on the Stoke Golding Village Website.
- To **ACTION** Cllr Mitchell to ensure a copy of the relevant Privacy Notice is forwarded to members of the NPAC and any volunteers who carry out work for the NPAC.
- To **ACTION** the Clerk to forward a copy of the relevant Privacy Notice to the Cemetery Administrator and ground maintenance contractors.
- To **ACTION** Cllr Mitchell to ensure that consent for the NP newsletter mailing list is reviewed annually on an opt-in basis.

### **389/19 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: April 2018 - electricity to pavilion £38.00, admin – clerk's salary and office expenditure £647.86, HBBC cemetery non-domestic rates £120.54, HBBC litter/dog waste collection £565.34, HBBC trade waste £80.28, Hags-Smp Ltd – roundabout £11,877.00, Rainbow Copyshop – APM printing £295.80, CPRE membership renewal £36.00, ground maintenance – contract £1,253.67, additional work £567.00 and playground inspections £20.00.

### **389/20 To receive and consider such communications as received by the Chairman of the council**

The following was **RESOLVED**:

#### **Written**

- Resident's concerns regarding the ditch at HR Cemetery.  
**RESOLVED ACTION:** Clerk to seek further advice and reply to resident.
- Resident's concerns – parking.  
**RESOLVED ACTION:** Clerk to reply to resident.
- Proposed letter to support s.73 variation of condition for Laburnum Cottage community land was **NOTED** and **AGREED**.
- Hinckley and Bosworth Playing Pitch Strategy Parish Council Consultation.  
**RESOLVED ACTION:** Clerk to liaise with Cllr Pegg.

#### **Verbal**

None.

### **389/21 To consider items needed to be brought to public's attention**

None

### **389/22 Any Other Business**

Cllr Mitchell reported on concerns from a resident regarding land to the rear of Station Road.

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

The meeting closed at 9.00pm

**Next meeting:- Methodist Hall, Wednesday 2<sup>nd</sup> May 2018 at 7pm**