

Draft Minutes of Stoke Golding Parish Council

Minutes of the 425th meeting of Stoke Golding Parish Council held virtually on Wednesday 7th April 2021

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

425/1 To receive apologies for absence:

None.

425/2 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 425/10.
- 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 425/11 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 425/20.
- A dispensation was previously **AGREED** for all Councillors to participate in any discussion and vote in relation to the budget and precept until 31st March 2023.

425/3 To co-option of councillors

The following was **RESOLVED**:

- It was **NOTED** that the Parish Council has received several applications for the position of councillor and has sought additional information from the applicants to enable selection.

425/4 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. County Cllr Ould – retirement.
2. Planning matters.
3. Postcode confusions regarding health and social care provision.

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

1. Borough Cllr Collett paid tribute to County Cllr Ould.
2. Planning matters in Stoke Golding, including the Wykin Lane appeal.
3. Hinckley and Bosworth Borough Council housing supply shortage.
4. Hinckley and Bosworth Borough Council finance matters and repercussions of leisure and retail closures.
5. Hinckley and Bosworth Borough Council return to face-to-face meetings.
6. Baxter Hall.

425/5 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.

425/6 To confirm the minutes of the 424th meeting of the Parish Council:

It was **RESOLVED** that the minutes of the Parish Council meeting held on 3rd March 2021 were unanimously **AGREED** and the Chairman signed the minutes of the 424th meeting as a correct record of the meeting.

425/7 To consider any matters arising from previous decisions of the Parish Council not covered by the agenda:

Updates:

HBBC Planning – it was **NOTED** that information regarding the Roseway development S106 agreement and construction access was still pending.

HBBC Storage licence – it was **NOTED** that the licence document was still pending.

Hinckley Road Cemetery oak tree – has been felled.

425/8 Reports of elected officers of the council and the clerk:

a) Financial Progress Report

The following was **RESOLVED**:

- The Financial Reports for March was unanimously **AGREED** and signed by the Chairman.
- Income for the month of March 2021 was **NOTED** at £2,169.00.
- Expenditure for the month of March 2021 was **VERIFIED** at £9,082.72.
- The bank reconciliation for the month of February was **NOTED**.
- The end of year bank reconciliation was **NOTED**.

b) Playground inspection:

Monthly report:

The following was **RESOLVED**:

- A full safety inspection report was **NOTED**.
- To **ACTION** MS to adjust the exercise bike or replace the belt if necessary.

c) Ground Maintenance Report:

The following was **RESOLVED**:

- It was **NOTED** that chain harrowing at Wykin Lane wildflower meadow was carried out, at an **AGREED** cost of £60.00.
- It was **AGREED** to proceed with manual sweeping of pathways at both cemeteries, at a cost of £350.00.
- It was **AGREED** to proceed with removal of ant hills, at a cost of £180.00.

d) Crime Report:

The following was **RESOLVED**:

- Crime figures for January 2021 – the following figures were **NOTED** from the police.uk website:
- 1 other theft.

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.

425/9 Planning Application Matters:

Planning applications were considered and any comments resolved as follows:

a) New Applications:

- 57 Arnold Road, SG – single storey rear and side extension.
- 117 Hinckley Road, SG – first floor extension above existing garage and single storey rear extension.
- 77 Station Road, SG – two storey extension at rear of house.
- Land East of Higham Lane, SG – erection of building and change of use of land to from a dog day care facility (resubmission).

RESOLVED COMMENT: The Parish Council considers this application to be an inappropriate use of a greenfield site in a valuable rural location , with open aspects.

b) Amended:

None.

e) Appeals:

- Land at Wykin Lane, SG – appeal inquiry will open on Tuesday 13th April 2021 at 10am. The virtual inquiry will be live streamed at: <https://www.youtube.com/channel/UCQqDetL1R5aRqbNm8PDViNw>

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.

425/10 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 15th and 29th March were **NOTED**.
- It was unanimously **AGREED** that in accordance with Part 5 Regulation 15 of the Neighbourhood Planning General Regulations 2012 (as amended), the Stoke Golding Neighbourhood Plan and supporting documents be submitted to Hinckley and Bosworth Borough Council.
- It was unanimously **AGREED** to delegate authority to the NPAC to respond to questions from the examiner in a timely manner.

425/11 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 March were **NOTED**.
- A report on progress by Cllr Pegg was **NOTED**.
- It was **AGREED** to proceed with the purchase of a padlock and signs, cost to be confirmed.

425/12 To update on maintenance of the pavilion

The following was **RESOLVED**:

- To **ACTION** Cllr Pegg to meet with the underpinning contractor to discuss access and field conditions to allow work to commence.
- To **ACTION** Cllr Pegg to proceed with three quotes for further work.

425/13 To update on Baxter Hall

The following was **RESOLVED**:

- An update from Cllr Fisher was **NOTED** and the committee thanked for their efforts.

425/14 To update on works to recreational field ditch area

The following was **RESOLVED**:

- It was **NOTED** that quotes are still pending.

425/15 To update on drainage work at Wykin Lane Cemetery

The following was **RESOLVED**:

- It was **NOTED** that two contractors had visited site and quotes will follow.

425/16 To consider play equipment matting safety

The following was **RESOLVED**:

- To **ACTION** Cllr Pegg to speak to a groundwork contractor regarding removal of existing surface, to allow for grass matting to be installed.

425/17 To consider pitch hire requests for 2021/22

The following was **RESOLVED**:

- It was **NOTED** that the Football Club have resumed the current season and will play into June.
- It was **AGREED** that the pavilion should currently be used for toilets only.
- To **ACTION** Cllr Pegg to meet with JG and members of the Cricket Club to discuss pitch hire fees and ground maintenance.

425/18 To consider Cemetery Administrator statement of expenses for the year

The following was **RESOLVED**:

- It was **AGREED** to proceed with cemetery administration expenses, at a cost of £74.47.

425/19 To consider Clerk's petty expenditure Statement for the half year

The following was **RESOLVED**:

- The Clerk's petty expenditure statement was unanimously **AGREED**, at a cost of £400.06.

425/20 To consider draft report on the Council's accounts including budget update and comparison, allocated reserves, grants and projects, and Neighbourhood Plan

The following was **RESOLVED**:

- The following documents were unanimously **AGREED**:
 - End of year accounts summary.
 - End of year budget comparison.
 - Updated budget figures and report.
 - Allocated reserves report.
 - Projects and allocated budgets report including grants.
 - Neighbourhood Plan accounts summary.
- It was **AGREED** to ring fence £500 election budget and £249.00 remaining tree budget.
- It was **AGREED** to ring fence £10,000 for drainage work and £5,000 for Convent Open Space.

425/21 To authorise a schedule of regular payments for year 2021/22

The following was **RESOLVED**:

- A schedule of regular payments for salaries and on-going contracts was unanimously **AGREED**.

425/22 To consider change of bank signatories

The following was **RESOLVED**:

- It was **AGREED** that Rachel Terheege, Christopher Pegg and Nicola Smith will be signatories for all bank accounts.
- Natwest:
- The authorised signatories in the current mandate, for the accounts detailed in section 1.3,
- be changed in accordance with section Authorised Signatories and the current mandate will continue as amended.
- NSB:
- It was resolved that Rachel Terheege, Christopher Pegg and Nicola Smith be signatories
- of the said Stoke Golding Parish Council and we request that the account of the Stoke Golding Parish
- Council with National Savings and Investment be changed accordingly.

425/23 To consider a memorial bench

The following was **RESOLVED**:

- It was **AGREED** to proceed with a bench in memory of those who have lost their life to Covid-19.
- To **ACTION** the Clerk to seek a price for a bench.
- To **ACTION** Cllr McLean to speak with TH regarding the willow apple, with a view to installing both on Laburnum Close open space.

425/24 To consider defibrillator battery replacement

The following was **RESOLVED**:

- It was **AGREED** to proceed with a defibrillator battery, at a cost of £173.15 from S137 expenditure.

425/25 To consider a Stoke Arts Event

The following was **RESOLVED**:

- It was **NOTED** that this item was no longer required.

425/26 To consider CPRE annual membership

The following was **RESOLVED**:

- It was **AGREED** to proceed with CPRE membership, at a cost of £36.00 from S137 expenditure.

425/27 To consider the Annual Parish Report and reschedule the Annual Parish Meeting

The following was **RESOLVED**:

- The Annual Parish Report was **AGREED** and to **ACTION** Cllr Fisher to publish on the Stoke Golding Village Website and a link on the Parish Council Facebook page.
- It was **AGREED** that the Annual Parish Meeting for electors will take place at 6.30pm on the 5th May 2021.

425/28 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: March 2021: gravedigger £360.00, and April 2021: pavilion electricity £32.00, admin – clerk's salary and office expenditure £858.27, ground maintenance – contract £1,639.23, additional work £60.00, playground inspection and sign repair £35.00, HBBC - Wykin Lane Cemetery business rates £686.13, litter/dog waste collection £707.62 and village hall/pavilion trade waste £99.13, defibrillator battery £207.78, removal of cypress trees £1,104.00, Neighbourhood Plan grant refund £149.00, CPRE membership £36.00, cemetery administration £74.47, LRALC membership £442.02.

425/29 To receive and consider such communications as received by the Clerk

The following was **RESOLVED**:

Written

- Request for use of the recreation field for Nordic Walking was **NOTED**; to **ACTION** the Clerk to reply.
- Request for use of the recreation field for outdoor boot camps was **NOTED**; to **ACTION** the Clerk to reply.
- LRALC annual membership renewal was **NOTED**, at an **AGREED** cost of £442.02.
- LRALC Covid-19 training was **NOTED**; to **ACTION** Cllr Terheege and Smith to attend.

Verbal

None

425/30 To consider items needed to be brought to public's attention

None.

425/31 To consider future agenda items

The following was **RESOLVED**:

- It was **NOTED** that the following items should be added to a future agenda:
- To review bank payment methods.
- To consider VAT matters.
- To consider Clerk and Councillor training for 2021/22.

425/32 To consider entering a confidential session to discuss staffing matters

The following was **RESOLVED**:

- It was **AGREED** to enter a confidential session to discuss staffing matters.

425/33 To consider staffing matters

The following was **RESOLVED**:

- The resignation of the Clerk was **NOTED**.
- The Terms of Reference for a Staffing Committee were **AGREED** to carry out the recruitment process for a new clerk.
- A meeting will take place on 20th April at 7.00pm to discuss applications and selection criteria.

The meeting closed at 9.00pm

Next meeting:- Virtually on Zoom, Wednesday 5th May 2021 at 7.00pm