

Minutes of Stoke Golding Parish Council

Minutes of the **450th** meeting of Stoke Golding Parish Council held on Wednesday **5<sup>th</sup> April 2023** at the Methodist Church Hall.

Attendance: Cllr N Smith (in the chair) ,Cllr A McLean, Cllr R Fisher, Cllr M Styles, Cllr C Pegg , Cllr V Palmer, Parish Clerk S Beale ,M Ward, T Chadwick , R Crowfoot from the NPAC, Cllr J Collett ( Borough Council) 1 resident.

450/1 To receive and accept apologies for absence:

The following was RESOLVED:

None

450/2 To receive declarations of interest on items on the agenda and dispensations:

The following was RESOLVED:

- 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 dispensation which was previously AGREED for any discussion and vote in relation to the Convent Open Space/Convent Meadow until 31<sup>st</sup> March 2027
- It was NOTED that Cllr M Styles has declared a dispensation to discuss and vote in relation to the Convent Open Space/Convent Meadow until 31<sup>st</sup> March 2027.

450/3 To receive reports by County and Borough Councillors

County Cllr Bertie Harrison-Rushton report was NOTED.

Borough Cllr Jonathan Collett reported, and the following was NOTED.

- Planning department concerns over length of time it has taken to process applications has meant that developments have been able to appeal the decision.
- The borough finance and budgets are still raising concerns and will need to be addressed after the elections.
- He is still raising the concerns over the noise levels created by the Cora development at the top of Roseway and will keep the PC informed of any progress.  
The PC thanked Cllr Jonathan Collett for all his hard work and support for the village and wished him well for the future.

450/4 Public participation – to consider any comments by the public on items on the agenda:

The following was RESOLVED:

- None

450/5 To confirm the minutes of the **449th** meeting of the Parish Council:

It was RESOLVED that the minutes of the Parish Council meeting held on **1<sup>st</sup> March 2023** were unanimously AGREED and the Chair signed the minutes of the **449th** meeting as a correct record of the meeting.

450/6 To consider any matters arising from previous decisions of the Parish Council not covered by the agenda:

Updates:

- There was nothing to report.

450/7 To receive and consider such communications as received by the Clerk.

The following was RESOLVED:

Written

- Thomas Barton reply regarding benches and the woodland area at Convent Meadow was NOTED and ACTION the clerk to reply.
- Resident concerns with a tree in the churchyard was NOTED and ACTION the clerk to reply.
- Civility and respect newsletter was NOTED.
- Cllr B Harrison-Rushton reply regarding the bus routes was NOTED.
- Tree concerns in Church Walks reply was NOTED.
- Issues with parking at St Martin's school was NOTED.
- Resident concerns with trees at Hinckley Road cemetery was NOTED and ACTION the clerk to reply

## Verbal

- Resident concerns over Miller Homes development were NOTED and Cllr N Smith gave an update on the situation.

## 450/8 Planning Applications:

Planning applications were considered, and any comments resolved as follows:

### a) New Applications:

- 23/00267/HOU Elm House, 5 Laburnum Close, extension & garage conversion  
RESOLVED COMMENT: None
- 23/00258/TCA- 2 Church Walks -fell fir tree.  
RESOLVED COMMENT: None

### b) )Amended:

- 22/00318/OUT Stoke Rd pathway 475 dwellings Normandy Way  
RESOLVED COMMENT: . Neutral but support pathway.
- 23/00153/HOU 21 Station Rd house & garage extension  
RESOLVED COMMENT: None
- 19/01324/OUT Wykin Lane 55 homes “couple of boundary treatments changing back from fencing to walls.  
RESOLVED COMMENT: None

### c) Permissions granted.

- 22/01080/REM Wykin Lane 55 homes reserved matters.

### d) Refusals:-None

### e) Appeals:- None

### f) Withdrawn:

22/01198/HOU 40 Station Road. Rear & side extension

### g) Meetings:

Cllr N Smith and Cllr R Fisher attended the show home launch at Miller Homes.

450/9 To receive the minutes of Neighbourhood Plan Advisory Committee (NPAC) meetings and to consider any recommendations.

The following was RESOLVED:

- The minutes from the March meeting were NOTED.
- It was unanimously AGREED that the (Pre-submission) Draft version of the Stoke Golding Neighbourhood Plan be approved in accordance with Regulation 14 of the Neighbourhood Planning (General) Regulations 2012. The Parish Council will publicise the Draft Neighbourhood Plan for at least 6 weeks and consult any of the consultation bodies whose interest may be affected by the draft plan.
- It was AGREED that the NPAC could produce the leaflet for the Neighbourhood Plan revision notice of pre-submission and ACTION the clerk to seek volunteers to help with posting the leaflet to all residents.

450/10 To resolve upon the Monthly Schedule of Payments

It was RESOLVED that payments have been checked against the invoices Cllr McLean and the schedule of payments was unanimously AGREED and the Cllr C Pegg and Cllr A McLean signed the schedule. The Parish Council to proceed with payments as follows **March 2023** :clerks' salary and office expenditure £1513.54 , pavilion electricity £30.48 + £1.52 VAT, ground maintenance – contract £1932.73 additional work £1217.20(under payment of £60 to be corrected next month) playground inspection Feb & Mar £90, phone £13.43 + £2.19 VAT, Village Hall/Pavilion ,water bill £30.75 ,water bill Wykin Lane £6.10,water bill Hinckley Road cemetery £180.53,Planit-x NP consultant £7000 + £1400 VAT, refunded to Groundworks UK £2500.HBBC trade waste £117.00,Wykin Lane cemetery rates £586.33,Chalkley's tree services £1930 + £386 VAT,HBBC litter & dog waste £655.72 + £131.14 VAT, SLLC cemetery training £145 + £29 VAT,SLCC committee training £5 + £1 VAT,HBBC storage legal licence £250,cemetery admin £79.14, Coronation flags £32.92,Hall hire £234 ( overpayment by £60 to be corrected at the next bill)

450/11 Reports of elected officers of the council and the clerk:

Financial Progress Report

The following was RESOLVED:

### a) Financial progress report

- The Financial Report for **March** was unanimously AGREED and signed by the Chair.
- Income for the month was NOTED at £1070
- Expenditure for the month of **March 2023** was VERIFIED at £21,624.44 plus £1648.03 VAT to be reclaimed.
- The bank reconciliation for the month of **March** was NOTED.

### b) Verify bank statements.

• The bank statements were verified by Cllr McLean £41,027.56 Unity trust, £61,091.38 NS&I, £19519.63 NatWest

c) Playground inspection:

Monthly report:

The following was RESOLVED:

- Repair work to the swings in the recreational ground required ACTION the clerk to obtain quotes.

d) Ground Maintenance Report:

The following was RESOLVED:

- Ground maintenance report was NOTED.
- Convent pathways cut at an AGREED cost of £60.
- Covent playground cuts at an AGREED cost of £60.
- Convent mowing at an AGREED cost of £60.
- Pitch line markings at an AGREED cost of £180.
- Works to old orchard at an AGREED cost of £920
- Deduction of work not required in the contract of -£387.80
- Fence at Wykin Lane cemetery has been repaired at an AGREED cost of £15.
- Grass markings have been purchased at an AGREED cost of £59.99 + £7.95 delivery.
- Dead tree at Hinckley Road cemetery ACTION the clerk to contact the tree surgeon.

e) Crime Report:

The following was RESOLVED:

- Crime figures for January 2023 – the following figures were NOTED from the police.uk website: 1 x burglary, 1 x criminal damage & arson, 1 x other theft, 2 x all other crimes.

f) Report by Clerk on other matters:

- Attended SLCC branch meeting 15<sup>th</sup> March 2023. Coronations, elections, budgets.
- Attended Scribe organising community events.
- Attended LCC operational meeting 30<sup>th</sup> March, Grass cutting begins April, wildflower area starts after June. Weed spraying from May.

g) Reports of Councillors on meetings and training they have attended relating to the work of the Parish Council

- Cllr R Fisher & Sarah Beale ( clerk) attended the rural conference, police reported on rural crime, Presentations were delivered on the neighbourhood link and climate change.

450/12 To consider Clerk's petty expenditure Statement for the half year.

The following was RESOLVED:

- The Clerk's petty expenditure was AGREED at £199.32.

450/13 To consider hall hire for meeting Jan23-Mar 23

The following was RESOLVED:

- The cost for the hire of the Methodist Hall was AGREED at a cost £174.

450/14 To consider draft report on the council's accounts including budget update and comparison, allocated reserves, grants ,projects and Neighbourhood plan.

- 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 and it was AGREED to raise the NP admin budget to £3000.
- It was **AGREED** to ring fence £500 for elections.

450/15 To consider storage at HBBC.

The following was RESOLVED:

- It was AGREED to pay the £250 for storage license.

450/16 To consider CPRE annual membership.

The following was **RESOLVED**:

- It was AGREED to continue with the CPRE membership, at an approx. cost of £36.00 from S137 expenditure.

450/17 To consider training.

The following was RESOLVED:

- Clerk to attend SLCC Committee and subcommittee webinar at an AGREED cost of £5 + £1 VAT
- Clerk to attend SLCC Cemetery training at an AGREED cost of £145 + £29 VAT.
- Clerk to attend LRALC charitable trust training at an AGREED cost of £50.

450/18 To consider lone working policy.

The following was RESOLVED:

- It was AGREED to adopt the lone working policy and ACTION the clerk to upload onto the web site.

450/19 To consider code of conduct and subject access policy.

The following was RESOLVED:

- There were no changes required.

450/20 To consider 20mph speed limit.

The following was RESOLVED:

- It was AGREED to look into the possibility of making the speed limit through the village 20mph and ACTION the clerk to contact Cllr Bertie Harrison- Rushton.

450/21 To consider annual parish report.

The following was RESOLVED:

- The Annual Parish Report was AGREED and to ACTION the clerk to publish on the Website and the Parish Council Facebook page and The Stoker.
- It was AGREED that the Annual Parish Meeting for electors will take place at 6.30pm on the 10<sup>th</sup> May 2023.

450/22 To consider, next year's APM.

The following was RESOLVED:

- It was AGREED to start planning for next year's APM.

450/23 To receive the minutes of Convent Open Space Committee ( Convent Meadow) and update.

The following was RESOLVED:

- The minutes from the **March** meeting were NOTED.
- Drainage work is due to begin at the allotment area at an approximate cost of £2653 + VAT.
- A grant from the Severn Trent Community fund for the woodland area has been applied for.

450/24 To consider the pavilion and new pavilion.

The following was RESOLVED:

- Cllr C Pegg and the ground maintenance contractor attended a grant funding meeting 1<sup>st</sup> March 2023 and Leicester FA has done a pitch inspection for the grant towards the upgrading of the pitches and the new pavilion project.
- It was AGREED to move the fridges out of the pavilion and ACTION the clerk to arrange.
- It was AGREED to have the external water pipe repaired and ACTION the clerk to arrange.

450/25 To consider Bosworth Manor Open Space

The following was RESOLVED:

- It was NOTED that the clerk had chased Morris Homes to contact the solicitor.

450/26 To consider Hinckley Road and Wykin Lane cemetery matters to include cemetery report and drainage, area of reflection and cemetery administrator statement of expenses.

The following was RESOLVED:

Cemetery report:

- One full burial had taken place at Hinckley Road cemetery.
- The administrator expenses were AGREED at £79 14
- Drainage work at Wykin Lane has been carried out at an approximate cost of £9325.00 + VAT.
- It was AGREED not to allow ashes to be buried in the green burial area and that no trees were to be planted in that area and ACTION the clerk to update the cemetery bylaws.
- It was AGREED to ACTION the clerk to ask the ground maintenance contractor to remove the grass cuttings from the green burial area.
- It was AGREED to ACTION the clerk to ask the ground maintenance contractor to rake and seed the area in Hinckley Road where a resident had concerns.
- It was AGREED to ACTION the clerk to ask the ground maintenance contractor to tidy up the area of reflection in Hinckley Road and to meet with Cllr V Palmer and the clerk to discuss further.

450/27 To consider works to the recreational ground and car park.

The following was RESOLVED:

- The barrier has been painted at an AGREED cost of £370.

450/28 To consider works to trees and annual tree inspection.

The following was RESOLVED:

- The tree inspection report is still pending.

- Work to the Ash tree in the churchyard had been carried out at an AGREED cost of £630 + £126 VAT.
- Work to fell the Lawson Cypress trees at the churchyard had been carried out at an AGREED cost of £780 + £156 VAT.

450/29 To consider yellow lines at Convent Drive

The following was RESOLVED:

- The reply from LCC regarding the painting of yellow lines was NOTED and it was AGREED that it was unfortunately not a viable option. ACTION the clerk to reply to residents.

450/30 To consider Members Highway Fund

The following was RESOLVED:

- It was NOTED there was nothing to report.

450/31 To consider issues with lamp posts at the recreational ground.

The following was RESOLVED:

- It was AGREED that the first choice of contractor to carry out the work was no longer interested and ACTION the clerk to contact the other two contractors for further information.

450/32 To consider the coronation of King Charles III

The following was RESOLVED:

- It was AGREED that now we were out of the pre-election period we could now advertise events that will be happening in the village ACTION Cllr V Palmer to post on Facebook.
- It was AGREED to allow the Village Hall Management Committee to plant a tree in the recreational ground to commemorate the Coronation.
- Coronation flags had been purchased at an AGREED cost of £33.92.

450/33 To consider items needed to be brought to public's attention.

The following was RESOLVED:

- None.

450/34 To consider future agenda items.

The following was RESOLVED:

- Parking for Wykin Lane cemetery.

450/35 To consider entering a confidential session( Public Bodies Act 1960) to discuss ground maintenance contract.

The following was RESOLVED:

- It was AGREED to enter a confidential session to discuss ground maintenance contract.

450/36 To consider the ground maintenance contract.

The following was RESOLVED:

- It was AGREED to approve the updates to the contract.

450/37 To consider entering a confidential session (Public Bodies Act 1960) to discuss staffing matters.

The following was RESOLVED:

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

450/38 To consider clerks wage increase and holiday entitlement.

The following was RESOLVED.

- It was NOTED that the Local Government pay offer had been rejected by the unions.
- It was AGREED that the clerks holiday entitlement would fall in line with the NJC green book increase.

The meeting closed 9.10 pm.

Next meeting:- Stoke Golding Methodist Church Hall, Wednesday 10<sup>th</sup> May at 6:30pm.