

Minutes of Stoke Golding Parish Council

Minutes of the **451st** meeting of Stoke Golding Parish Council held on Wednesday **10th May 2023** at the Methodist Church Hall.

Attendance: Cllr N Smith, Cllr A McLean, Cllr R Fisher, Cllr M Styles, Cllr V Palmer, New Cllr M Serednycky, Parish Clerk S Beale, T Chadwick, R Crowfoot from the NPAC, Cllr M Surtees (Borough Councillor) 1 resident.

451/1 To elect Chairperson of the Council.

The following was RESOLVED:

- It was unanimously AGREED to appoint Cllr Smith as Chair.

451/2 To receive Chairman's acceptance of office.

The following was RESOLVED:

- It was NOTED that Cllr Smith signed the declaration of acceptance of office.

451/3 To elect Vice Chairperson of the Council.

The following was RESOLVED:

- It was unanimously AGREED to appoint Cllr McLean Vice-Chair.

451/4 To establish committees for ensuing year, to appoint members and review terms of references.

The following was RESOLVED:

- It was unanimously AGREED the Neighbourhood Plan Advisory Committee (NPAC) will include Cllr Serednycky, non-councillor members will be reappointed, and Mervyn Ward reappointed as Chair.
- It was NOTED that new NPAC Terms of Reference remain unchanged.
- It was unanimously AGREED the Convent Open Space (Advisory) Committee (COSC) will include Cllrs Pegg, McLean and Styles, non-councillor members will be reappointed, and Cllr Pegg reappointed as Chair.
- It was NOTED that the COSC Terms of Reference remain unchanged.
- It was unanimously AGREED the Staffing Committee will include Cllr Smith, Pegg, Fisher, McLean and Cllr Smith reappointed as Chair.
- It was NOTED that the Staffing Committee Terms of Reference remain unchanged.

451/5 To review councillor's area of responsibility.

The following was RESOLVED:

- Chair
Cllr Smith - play equipment, chair of staffing committee
- Councillors
Cllr Pegg - ground maintenance, cemeteries, recreation ground, Chair of Convent Open Space Committee (COSG)
Cllr Fisher - play equipment, Chair of the Village Hall Management Committee, village website and Facebook admin.
Cllr McLean - play equipment, member of COSC, staffing committee.
Cllr Palmer - data protection, cemeteries.
Cllr Styles - COSC and other open spaces.
Cllr Elliott
Cllr Serednycky - member of NPAC
- All councillors share responsibility for planning issues.
- To ACTION the clerk to publish on the Website

451/6 To receive and accept apologies for absence:

The following was RESOLVED:

Cllr C Pegg, Cllr K Elliott.

451/7 To appoint Responsible Financial Officer

The following was RESOLVED:

- It was NOTED that Sarah Beale was contracted as the RFO.

451/8 To consider power of general competence.

The following was RESOLVED:

It was NOTED that the Council confirms that following the election of May 2023, the number of elected members of the council is equal to or greater than two thirds of the total number of members of the Council. and that the Clerk holds the required qualification.

Council RESOLVED that it is eligible to exercise the General Power of Competence until May 2027.

451/9 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 until 31st March 2027
- It was NOTED that Cllr Pegg has a dispensation which was previously AGREED for any discussion and vote in relation to the Bosworth Manor Open Space until 31st March 2027
- A dispensation was previously AGREED for all Councillors to participate in any discussions and vote in relation to the budget and setting of the precept for four years.
- It was NOTED that Cllr Smith has declared an interest in the new Wykin Lane housing development.
- It was NOTED that Cllr Styles has declared a dispensation to discuss and vote in relation to the Convent Open Space/Convent Meadow until 31st March 2027.

451/10 To appoint one trustee to the Charity of Thomas Barton

The following was RESOLVED:

- It was NOTED that Steve Avent had been thanked for his service and has agreed to be reappointed for a further term of four years.

451/11 To appoint one trustee to the Stoke Golding Boys' Charity

The following was RESOLVED:

- It was NOTED that Roy Mitchell had been thanked for his service and has agreed to be reappointed for a further term of four years.

451/12 To receive reports by County and Borough Councillors

The following was RESOLVED:

County Cllr Bertie Harrison-Rushton report was NOTED.

Borough Cllr Miriam Surtees - no report.

451/13 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.

451/14 To confirm the minutes of the **450th** meeting of the Parish Council:

It was RESOLVED that the minutes of the Parish Council meeting held on **5th April 2023** has been amended to show payments of under payment £60 ground maintenance and over payment £60 Methodist Church Hall hire and EE phone bill increased by £2.50 the Chair signed the minutes of the **450th** meeting as a correct record of the meeting.

451/15 To consider any matters arising from previous decisions of the Parish Council not covered by the agenda:

Updates:

- It was NOTED there was nothing to report.

451/16 Planning Applications:

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

To receive and consider applications, amendments, permissions, refusals, appeals and withdrawals received since the meeting **5th April 2023** and resolve or ratify any comments thereon.

- a) New Applications-None.
 - b) Amendments-None
 - c) Permissions granted.
- 23/00137/HOU & 23/00132/CLP 95 Hinckley Road - prefab timber annexe.
 - 23/00139/TPO 1 Church Close, works to trees.
 - 23/00173/FUL Compass Fields Farm -change of use to repair vehicles.
 - 23/00134/TPO 45 Convent Drive -fell Holly tree.
 - 23/00258/TCA – 2 Church Walks-fell fir tree-declined to make.

- d) Refusals
 - 23/00134/TPO 45 Convent Drive- works to Oak and Sycamore trees.
 - 22/00318/OUT 475 dwellings off Normandy Way.
- e) Appeals-None
- f) Withdrawals
- 23/00267/HOU Elm House, Laburnum Gardens
- g) Meetings-None.

451/17 To consider Convent Drive boundary issue.

The following was RESOLVED:

- It was AGREED that Cllr Smith would seek legal advice.

451/18 To reconsider planning application.

The following was RESOLVED:

- It was NOTED that the planning application had been withdrawn.

451/19 To receive the minutes of Neighbourhood Plan Advisory Committee (NPAC) meetings and to consider any recommendations.

The following was RESOLVED:

- The minutes from the April meeting were NOTED.
- It was NOTED that the regulation 14 consultation was running from 9th May until 20th June.
- Regulation 14 printing had been AGREED at a cost of £369.50.
- It was AGREED to continue with Parish Online for another year at £100 +£20 VAT.

451/20 To receive and consider such communications as received by the Clerk.

The following was RESOLVED:

Written

- Resident concerns over planning application were NOTED.
- Cora's offer of the community strategy was NOTED and a working party to consider ideas.
- Consultation on extending 30mph on Hinckley Road NOTED
- Residents' concerns over the state of the roads were NOTED and had been advised to contact LCC and the clerk reported that she has contacted LCC on behalf of the PC.
- Resident concerns over parking on the bend near the George and Dragon was NOTED and ACTION the clerk to look into any solutions.
- Resident concerns over working times of Cora Homes NOTED and clerk reported that she has dealt with the situation.
- Resident concerns over dead tree NOTED and ACTION clerk to contact Cllr Bertie Harrison-Rushton.
- Resident concerns over trees in Hinckley Road cemetery NOTED and no further work required and ACTION the clerk to contact the resident.
- Rail freight interchange acceptance of application NOTED.
- Resident concerns over Oak tree in the recreational ground NOTED and ACTION clerk to seek further information from the tree surgeon.

Verbal

- None

451/21 To resolve upon the Monthly Schedule of Payments

It was RESOLVED that payments have been checked against the invoices by Cllr McLean and the schedule of payments was unanimously AGREED and Cllr Smith and Cllr McLean signed the schedule. The Parish Council to proceed with payments as follows **April 2023** :clerks' salary and office expenditure £1587.93 , pavilion electricity £30.48 + £1.52 VAT, ground maintenance – contract £2276.68 additional work £35, playground inspection £45 Apr, £45 May, phone £12.50 + £2.50 VAT, Village Hall/Pavilion, water bill £181.56, water bill Wykin Lane £8.70, HBBC storage £200, LRALC membership £486.46, Zurich Insurance £3075.37, Parish Online £100 + £20 VAT, Payroll accountants £250 + £50 VAT, Graphic signs £8 + £1.60 VAT, Coronation flags £6, Pavilion cleaning £25, printing £369.50

451/22 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 **APRIL** was unanimously AGREED and signed by the Chair.
 - Income for the month was NOTED at £37956.67 which includes £33,375 half yearly precept.
 - Expenditure for the month of **APRIL 2023** was VERIFIED at £9022.82 plus £551.16VAT to be reclaimed.
 - The bank reconciliation for the month of **APRIL** was NOTED.

- b) Verify bank statements.
 - The bank statements were verified by Cllr McLean £41,027.56 Unity trust, £61,091.38 NS&I, £47,902.35 NatWest
- c) Playground inspection:
 - Monthly report:
 - The following was RESOLVED:
 - It was NOTED there was nothing to report.
- d) Ground Maintenance Report:
 - The following was RESOLVED:
 - Ground maintenance report was NOTED.
- e) Crime Report:
 - The following was RESOLVED:
 - Crime figures for February 2023 – the following figures were NOTED from the police.uk website:
 - 4 x violence & sexual offence, 2 x anti-social behaviour, 1 x public order
March 2023
 - 7 x violence & sexual offence, 2 x criminal damage & arson, 2 x possession of weapons, 3 x other crimes, 1 x vehicle crime.
- f) Report by Clerk on other matters:
 - Clerk attended Cameo café open event on behalf of the PC.
- g) Reports of Councillors on meetings and training they have attended relating to the work of the Parish Council
 - It was NOTED there was nothing to report.

451/23 RFO to report on the audit for previous financial year and certify accounting statements.

The following was RESOLVED and unanimously AGREED:

- The internal audit report was NOTED.
- The explanations of individual variances and reserves were discussed and NOTED.
- The internal auditor's report was discussed and NOTED.
- It was NOTED that the RFO certified the accounting statements on 26th April 2023.
- It was NOTED that the period for the exercise of public rights will be from 12th June 2023 to 21st July 2023.

451/24 To approve the annual governance statement.

The following was RESOLVED:

- It was unanimously AGREED to consider and approve the annual governance statement, and this was signed by the Chair and the Clerk.

451/25 To approve the accounting statements prior to submission to the external auditor.

The following was RESOLVED:

- It was unanimously AGREED to consider and approve the accounting statements, and these were signed by the Chair.

451/26 To consider drainage work and costs.

- It was NOTED that the work had been carried out at Wykin Lane cemetery and Convent Meadow/Open Space at an AGREED cost of :
Cemetery £ 8,966.55 + £1793.21 VAT
Convent £2,386 + £473 VAT
It was NOTED that we would still receive £3013 from the Parish Initiative Fund , ACTION the clerk to now pay the invoice.

451/27 To consider pitch hire requests for 2023/24

The following was RESOLVED:

- To ACTION the Clerk to issue an invoice at a cost of £274.50 x 8 child teams per 11 matches.

451/28 Review of Council's subscriptions to other bodies

The following was RESOLVED:

- It was AGREED to proceed with the following subscriptions for the financial year 2023/24:
ICO, SLCC/ALCC.
- It was AGREED to proceed with a subscription to the CPRE, under GPOC expenditure.
- It was AGREED to proceed with annual membership of LRPFA, at a cost of £30.00 approximate.
- Previously AGREED annual membership of LRALC was NOTED at a cost of £486.46.

451/29 Review of standing orders, financial regulations, complaints procedure, data protection ,freedom of information policies and procedures (including publication scheme)

The following was RESOLVED:

- It was NOTED there were no amendments to financial regulations.
- It was NOTED that Chairman amended to chair on the standing orders.
- It was NOTED that he/she amended on the complaints' procedure.
- It was NOTED the email address has been updated on the GDPR policy.
- It was NOTED that the Parish Council Website and new email address added and increased the cost of printing from 20p to 50p a sheet, on the publication scheme.
- It was NOTED that the Data Audit had been reviewed and updated, as necessary.
- It was NOTED that the annual review of personal data was now complete and files de-personalised for the previous financial year.

451/30 Review of Council's expenditure incurred under S137.

The following was RESOLVED:

- It was NOTED that the budget for 2023/24 is £800 a decrease of £50 on last year however it was NOTED that the council now have the General Power of Competence and will use this instead.

451/31 To consider payroll accountants.

The following was RESOLVED:

- It was AGREED to continue with employing the accountants to do the payroll and pension requirements at a cost of £250 + £50 VAT.

451/32 Confirmation of arrangements for annual insurance cover with effect from 1st June 2023

The following was RESOLVED:

- It was NOTED that the Parish Council is committed to a five-year fixed discounted deal until 1st June 2025 and the cost this year due to extra assets being added is £3075.37.

451/33 To consider appointing a representative to attend the LRALC AGM

The following was RESOLVED:

- It was NOTED that this would be considered at next month's meeting.

451/34 To consider sub committees of the Parish Council

The following was RESOLVED:

- It was NOTED that this would be considered after the councillors had received their council training from the LRALC.

451/35 To consider training.

The following was RESOLVED:

- ACTION the clerk to look into councillor training for the whole council with LRALC.

451/36 To consider 20mph speed limit and traffic calming.

The following was RESOLVED:

- The reply from LCC was NOTED and It was AGREED to ACTION the clerk to write back asking for them to reconsider their decision.

451/37 To consider, next year's APM.

The following was RESOLVED:

- It was AGREED to hold the APM next April and to make it more of an event. ACTION the clerk to make it a regular agenda item.

451/38 To receive the minutes of Convent Open Space Committee (Convent Meadow) and update.

The following was RESOLVED:

- The minutes from the April meeting were NOTED.
- It was NOTED that "Beware Deep Water" signs at an AGREED cost of £65 + VAT and uneven ground signs at an AGREED cost of £70 + VAT approx. had been ordered for health and safety reasons.
- It was AGREED to ask the COSC to look into the security of the gates and a lifesaving safety ring for near the balancing pond.

451/39 To consider the pavilion and new pavilion and pitch report.

The following was RESOLVED:

- It was AGREED to ask HBBC to remove the fridges (when the weather is better, and they can drive onto the recreational ground) at an approximate cost of £51.86 + VAT.
- Electrical equipment in the pavilion has been PAT.

451/40 To consider Bosworth Manor Open Space

The following was RESOLVED:

- It was NOTED there was nothing to report.

451/41 To consider Hinckley Road and Wykin Lane cemetery matters to include cemetery report and drainage, area of reflection and parking for Wykin Lane Cemetery.

The following was RESOLVED:

- Cemetery report was NOTED.
- The "No dogs allowed" sign is now installed at Hinckley Road cemetery railings at an AGREED cost of £8 + VAT.
- It was AGREED to purchase wildflower seed for the meadow and ACTION the clerk to contact Dave Marriott for details and costings.
- It was NOTED that drainage had been discussed in a previous agenda item.

451/42 To consider works to the recreational ground and car park.

The following was RESOLVED:

- It was AGREED to ACTION the clerk to purchase the swing seat at a cost of £149.19 approximately.
- It was AGREED to set up a working party with Cllr Pegg, Cllr Fisher, and Cllr Styles to work on the car park extension.

451/43 To consider works to trees and annual tree inspection.

The following was RESOLVED:

- It was NOTED that the tree inspection report is still pending.
- It was NOTED that work to an unsafe Cherry Tree at Hinckley Road cemetery was to be carried out at an AGREED cost of £660 + £132 VAT.
- It was AGREED to ACTION the clerk to arrange for the trees surrounding the lights in the recreational ground to have a 40% crown reduction at an approximate cost of £540.

451/44 To consider Members Highway Fund

The following was RESOLVED:

- It was AGREED to set up a working party of Cllr N Smith and Cllr V Palmer to look into other requirements for the MHF.

451/45 To consider issues with lamp posts at the recreational ground.

The following was RESOLVED:

- It was AGREED to go ahead with the quote from Drinkall Electrics to do the necessary work to the lights in the recreational ground at an approximate cost of £1216.49 and ACTION the clerk to organise the work.

451/46 To consider items needed to be brought to public's attention.

The following was RESOLVED:

- It was NOTED there was nothing to report.

451/47 To consider future agenda items.

The following was RESOLVED:

- It was AGREED to consider "Happy to chat" bench notices, zebra crossing on Hinckley Road, countdown to 30mph signs at the next meeting.

451/48 To consider entering a confidential session (Public Bodies Act 1960) to discuss boundary issues at Convent Drive.

The following was RESOLVED:

- It was AGREED to go into confidential session to discuss the boundary issues at Convent Drive

451/49 To consider boundary at Convent Drive

The following was RESOLVED:

- Report from Cllr Smith was NOTED.

The meeting closed at 9.15pm.

Next meeting: Stoke Golding Methodist Church Hall, Wednesday 7th June at 7pm.