

Minutes of Stoke Golding Parish Council

Minutes of the 391st meeting of Stoke Golding Parish Council held in the Methodist Church Hall on Wednesday 6th June 2018

Attendance: Cllr R Terheege (in the chair), S Beale, C Pegg, P Goodsell, R Fisher, N Smith, Parish Clerk Theresa Case, County Cllr Ivan Ould, JH and 2 residents.

391/1 Apologies for Absence. Borough Councillor Reg Ward and Cllr R Mitchell..

391/2 Declarations of interest on items on the agenda and dispensations: Cllr Goodsell has an on-going dispensation with regard to Laburnum Cottage planning application.

391/3 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 issues were discussed:

1. Care for the elderly – care boundaries been reduced.
2. Planning issues – County Cllr Ould to report a balanced view of residents' comments.
3. Speeding traffic and community speed watchers scheme.
4. Update on incident of child safety discussed at previous PC meeting.
5. Update on footpath on Stoke Road maintenance.
6. Highways Planning Officers – a need to liaise with road safety team.

391/4 Public participation

Resident queried the difficulty pushing the new roundabout.

The following was **RESOLVED**:

- To **ACTION** the Clerk to continue to liaise with the contractor to resolve this issue and a further issue with safety surface.

391/5 Confirmation of 390th meeting minutes:

It was **RESOLVED** that the minutes of the Parish Council meeting held on 2nd May 2018 were unanimously **AGREED** and the Chairman signed the minutes of the 390th meeting as a correct record of the meeting.

391/6 Matters arising:

The following was **RESOLVED**:

- Crime figures for March 2018 – the following figures were **NOTED** from the police.uk website.
1 burglary near Wykin Lane – under investigation.

Updates:

Stoke Road pathway –

- LCC reply was **NOTED**; due to lack of funding work would only be possible as part of a large-scale scheme.

Convent Drive play area –

- It was **NOTED** that HBBC Planning are awaiting the signed legal agreement which will enable approval of the planning application and work to commence to make the play area accessible to the public.
- To **ACTION** the Clerk to request a date for expected resolution of this matter.
- To **ACTION** County Cllr Ould to raise with the Local Safeguarding Children's Board.

Memorial grave repairs –

- It was **NOTED** that EIP funding of 50% has been confirmed and work on the final phase of repairs will commence after the 20th July 2018.

Ground maintenance –

- Additional work to wildflower meadow at Wykin Lane Cemetery was **NOTED** and **AGREED** at a cost of £295.00.
- It was also **NOTED** that the area in front of the post office has been cleared and weed killed.
- It was **AGREED** to proceed with the planting of 12 apple trees, at a cost of £20 per tree + the cost of stakes and guards.

Village Planters –

- The summer planting has been carried out, at the **AGREED** cost of £331.46.
- Thanks were **NOTED** for the volunteers.

Cemetery Administration –

- The expenses of the Cemetery Administrator for 2017/18 were **AGREED**, at the cost of £83.71.

391/7 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 May 2018 was **NOTED** at £5,537.39.
- Expenditure for the month of May 2018 was **VERIFIED** at £5,462.58.
- The bank reconciliation for the month of May 2018 was **NOTED**.
- The actual bank statements were verified by Cllr Beale on the 15th May 2018.

b) Reports of Council representatives and Clerk:

The following was **RESOLVED**:

- Cllr Smith reported on the Hinckley Road bus shelter – it was **NOTED** that it was safe and a report of necessary maintenance work was still pending.
- Cllr Beale reported on the building materials stored on Church Walks – it was **NOTED** that clearance of the site had commenced.

c) Playground inspection:

Monthly report: An issue with the safety surface for the roundabout was **NOTED**.

RESOLVED ACTION: Clerk to liaise with contractor.

391/8 Planning Application Matters:

Planning application procedures were discussed and reviewed as follows:

a) New Applications:

- 12 Station Road, SG – T1 oak – fell.
RESOLVED COMMENT: The PC is concerned at the number of oak trees being felled in the village and request that everything possible is done to save this tree.
- T2 Sycamore – fell.
Removal of existing conservatory and erection of a single storey rear extension.
- 4 Greenwood Road, SG – variation of condition 2 of planning permission 15/01283/HOU to enlarge single storey rear extension previously approved.
- Laburnum Cottage, High Street, SG – variation of conditions 2, 10 and 12 of planning permission reference 17/00484/FUL to amend the previously approved landscaping scheme and landscape management plan.
- 1 Crown Hill Close, SG – works to tree.

b) Amended: None.

c) Permissions approved:

- The Blacksmiths, 37 Andrew Close, SG – T1, T2 holly - crown reduction to 3m in height, T3 conifer – reduce to 2m in height.
- Westmorland Farm, Rogues Lane, Hinckley – new detached garage.
- Laburnum Cottage, High Street, SG – demolition of garage and erection of 5 dwellings with access and provision of community orchard.
- 22 Station Road, SG – two storey side/rear extension.

d) Refusals: None.

e) Appeals: None.

f) Withdrawn: None.

391/9 Neighbourhood Plan

The following was **RESOLVED**:

- It was **NOTED** that the next NPAC meeting will be on 18th June 2018.
- It was **NOTED** that the Site Allocations document is still pending.
- It was **AGREED** to enter into a Data Sharing Agreement with the RCC for storage of data from the NP questionnaires.

391/10 Sport in Stoke Golding (SISG)

The following was **RESOLVED**:

- It was **NOTED** that the next meeting of SISG was still pending.

391/11 Works at Hinckley Road Cemetery

The following was **RESOLVED**:

Wall and Gate Damage

- It was **NOTED** that the contractor has made a claim for the wall against their insurance and will update the PC when to proceed with work.

Oak Tree

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

Ditch

- To **ACTION** Cllrs Pegg and Terheege to meet with the resident to discuss.

Boundary

- Cllr Goodsell raised concerns about the state of the boundary which were **NOTED**.

Litter Basket

- To **ACTION** the Clerk to seek prices for a double enclosed replacement bin and to request funding from the Charity of Thomas Barton.

391/12 Vehicle Activated Sign

The following was **RESOLVED**:

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

391/13 CCTV

The following was **RESOLVED**:

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

391/14 Tree Warden

The following was **RESOLVED**:

- It was **AGREED** that the tree Warden should start to look at possible sites for new trees in the village in the future.

391/15 Churchyard Gates

The following was **RESOLVED**:

- It was **NOTED** that the Charity of Thomas Barton will fund this work.
- It was **NOTED** that the work has been logged with the Diocese of Leicester OFS.
- It was **NOTED** that work will commence the week beginning 11th June 2018.

391/16 Wicker apple

The following was **RESOLVED**:

- It was **AGREED** that the wicker apple will be displayed at an exhibition in Regents Park, London and will then be stored by Tom Hare until the Parish Council is ready to install in the village.

391/17 Recreation Field – car park extension

The following was **RESOLVED**:

- To **ACTION** the Clerk to prepare a job specification.
- To **ACTION** the Clerk and Cllrs Pegg and Smith to seek quotes for a car park extension.

391/18 Remembrance Day service

The following was **RESOLVED**:

- It was **AGREED** to have 2 wreaths for Remembrance Day.
- It was **AGREED** that the Scouts would like to lay individual handmade wreaths and to read the names.
- It was **NOTED** that the Scouts intend to arrange a peace tea for after the service.
- It was **NOTED** that the bell ringers may be able to ring a 'Quarter Peal' after the service and that JP will liaise with the PCC to make necessary arrangements.
- To **ACTION** Cllr Smith to ask the White Swan if they would be willing to light the beacon.

391/19 Data Protection

The following was **RESOLVED**:

- It was **NOTED** that the Parish Council were compliant with GDPR.

391/20 To initiate a review of employment policies and procedures

The following was **RESOLVED**:

- To **ACTION** the Clerk to use NALC/ACAS guidance and templates to produce the necessary policies for approval.
- To **ACTION** the Clerk to seek any necessary guidance from LRALC.

391/21 Clerk – contract management

The following was **RESOLVED**:

- Annual leave entitlement for the Clerk based on NALC guidance and model employment contract was **AGREED**.
- The dates for annual leave for 2018/19 were **AGREED**.
- It was **AGREED** that Cllr Terheege should be responsible for day to day management of the Clerk's contract eg. sick leave.
- It was **AGREED** that Cllr Terheege will report all matters to Full Council for ratification.
- Overtime of 6 hours for data protection was **AGREED**.
- Authorised paid absence of 8 hours was **AGREED**.

391/22 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: June 2018 - electricity to pavilion £17.00, admin – clerk's salary and office expenditure £653.74, ground maintenance – contract £1,551.31, additional work to wildflower

meadow £295.00, Stoke Golding Methodist Hall – hall hire £94.50, Stoke Golding Garden Show class sponsorship £60.00, Grave Digger £600.00.

391/23 To receive and consider such communications as received by the Chairman of the council

The following was **RESOLVED**:

Written

- Stoke Golding Adult FB Club request for pitch hire was **NOTED** but declined.
- Stoke Golding Youth FB Club query regarding pitch hire was **NOTED**.
To **ACTION** the Clerk to wait for information from HBBC and then reply to the club.
- LRALC AGM – it was **AGREED** to appoint Cllr Terheege as the Parish Council representative.
- Cricket Club request for a car park sign was **AGREED**.
To **ACTION** the Clerk to seek a price for a sign.
- Resident's idea for recreation field facilities was **NOTED**.
To **ACTION** Cllr Smith to meet with resident to discuss further.
- Stoke Golding Garden Show Committee donation to sponsor a class request was **AGREED**, at a cost of £60.00.
- Resident's comments regarding traffic speed issues were **NOTED**.
To **ACTION** the Clerk to reply and forward the concerns to the haulage company.
- Information regarding RCC/HBBC Good Neighbour Scheme was **NOTED**.
To **ACTION** the Clerk to reply.

Verbal

None.

391/24 To consider items needed to be brought to public's attention

None

391/25 Any Other Business

- Cllr Fisher reported on the jitty.
RESOLVED ACTION: Parish Council to carry out emergency work. Clerk to seek price from JG.
- Cllr Beale suggested that a donation to the First Responders should be considered in the future.
- Cllr Goodsell reported on the bench in Main Street and the Battle of Bosworth Sculpture Trail.
- Cllr Smith raised concerns regarding data protection during Parish Council meeting when public are in attendance.
RESOLVED ACTION: Clerk to seek advice from LRALC.

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

The meeting closed at 9.45pm

Next meeting:- Methodist Hall, Wednesday 4^h July 2018 at 7pm

