

**Draft Minutes of Stoke Golding Parish Council**

Minutes of the 441st meeting of Stoke Golding Parish Council held on Wednesday 1st June 2022 at the Methodist Church Hall.

**Attendance:** Cllr N Smith (in the chair), Cllr C Pegg, Cllr A McLean, Cllr V Palmer, Parish Clerk S Beale, R Crowfoot Neighbourhood Plan, Suzanne Palmer Community Recovery.

A short presentation from the LCC Community recovery took place before the meeting.

**441/1 To receive apologies for absence:**

Cllr R Fisher, Cllr K Elliott, Cllr J Collett

**441/2 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 until 31<sup>st</sup> March 2023

**441/3 To receive reports by County and Borough Councillors**

Borough Cllr Jonathan Collett

- No report

County Councillor Bertie Harrison-Rushton sent a report, and the following was **NOTED**

- Electric bike scheme **ACTION** clerk to post details onto Facebook
- Net zero by 2045 consultation is underway
- Shire grant is open for applications

**441/4 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.

**441/5 To confirm the minutes of the 440th meeting of the Parish Council:**

It was **RESOLVED** that the minutes of the Parish Council meeting held on 4<sup>th</sup> May 2022 were unanimously **AGREED** and the Chairman signed the minutes of the 440th meeting as a correct record of the meeting.

**441/6 To consider any matters arising from previous decisions of the Parish Council not covered by the agenda:**

**Updates:**

- May 2023 meeting changed from 3<sup>rd</sup> May until 10<sup>th</sup> May due to it being an election year .
- Unity bank account is now set up
- Football pitch requirements confirmed

**441/7 To consider co-opting a new councillor**

The following was **RESOLVED**:

- It was **NOTED** that following notice of the vacancy by Hinckley and Bosworth Borough Council no election was triggered and the Parish Council can now co-opt.
- It was **AGREED** to advertise the vacancies on the Stoke Golding Village Website and provide a link on Facebook.
- It was **AGREED** that Cllr N Smith would put together a role description and circulate to all the councillors and a working party would be formed to work on a recruitment strategy.

**441/8 Reports of elected officers of the council and the clerk:**

**a) Financial Progress Report**

The following was **RESOLVED**:

- The Financial Reports for May was unanimously **AGREED** and signed by the Chairman.

- Income for the month of May 2022 was **NOTED** at £1085.35 which includes S106 contribution of £613.35 from the Ivy Close development
- Expenditure for the month of May 2022 was **VERIFIED** at £8851.55 with £28.66 VAT to be reclaimed.
- The bank reconciliation for the month of May was **NOTED**.
- It was **NOTED** that the actual bank statements were verified by Cllr N Smith

**b) Playground inspection:**

Monthly report:

The following was **RESOLVED**:

- A full safety inspection report was **NOTED**.
- It was **AGREED** to **ACTION** the clerk to arrange for the tightening of the twin seat spring ground anchor bolts

**c) Ground Maintenance Report:**

The following was **RESOLVED**:

- It was **NOTED** that grass cuts were more frequent for now
- It was **AGREED** to proceed with work to remove and dispose of dead/dying Laurel at Hinckley Road cemetery at a cost of £35
- Flag for St George's day was put up and then taken down for an **AGREED** cost of £20

**d) Crime Report:**

The following was **RESOLVED**:

- Crime figures for March 2022 – the following figures were **NOTED** from the police.uk website:
- 1 anti-social behaviour 1 other theft 1 public order

**e) Report by Clerk on other matters:**

- Attended LCC/LRALC meeting 20<sup>th</sup> May  
Staff issues still at recycling depots with unanticipated closures, net zero by 2045 is out for consultation if anyone wishes to comment, Members highway fund is now open, regional grass cutting programme is on schedule.
- New code of conduct still throwing up many questions including MUST leave the room if you have a disclosable pecuniary interest and must declare all memberships including AA or RAC and the National Trust.
- LCC grass cutting around Stoke Golding will take place between 11<sup>th</sup> July and 17<sup>th</sup> July
- LCC weed spraying around Stoke Golding will take place 23<sup>rd</sup> June 2022
- Work will be taking place on Wykin Lane 21<sup>st</sup> and 22<sup>nd</sup> June . Road closure information will be posted on Facebook two weeks before.

**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 Cllr K Elliott will report on S106 training at the next meeting.

**441/9 Planning Application Matters:**

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

**a) New Applications:**

22/00406/FUL George and Dragon roof lights and solar panels

RESOLVED COMMENT: None

22/00456/OUT Convent Lodge extra dwelling

RESOLVED COMMENT: None

22/00373/HOU Willow Barn workshop and store ( resubmission of 21/00823/HOU)

RESOLVED COMMENT: None

22/00361/HOU Greencrest , Higham Lane

RESOLVED COMMENT: None

22/00391/REM Stoke Fields Farm reserved matters

RESOLVED COMMENT: **ACTION** clerk to ask for extension to comments and the NP committee to put comments together for the clerk to send to HBBC

**b) Amended:** -None

**c) Permissions granted** -None

**d) Refusals-** None

**e) Appeals:-**None

**f) Withdrawn:** -None

**g) Meetings**

- Richborough Normandy Way 27<sup>th</sup> May report by Cllr N Smith was NOTED and included request for bike track , wider footpath and roundabout concerns
- Davidsons closed meeting 7<sup>th</sup> June

#### **441/10 To receive the minutes of Neighbourhood Plan Advisory Committee (NPAC) meetings and to consider any recommendations**

The following was **RESOLVED**:

- Minutes of the NPAC meeting held on the 9<sup>th</sup> May 2022 were **NOTED**
- It was unanimously **AGREED** to continue to use Planit-X as the consultant for the revision of the Neighbourhood Plan
- The quotes from Planit-X for phase 1 to update evidence base and prepare pre-submission draft of £3500 +£700 VAT and phase 2 to consider representation and prepare statement of consultation, prepare submission Neighbourhood plan, prepare basic conditions statement, and support the NP group during examination of £6000 + £1200 Vat were unanimously **AGREED** and to **ACTION** the clerk to apply for the grant from Locality

#### **441/11 To receive an update on Convent Open Space**

The following was **RESOLVED**:

- Minutes of the COSC meeting held on the 18<sup>th</sup> May 2022 were **NOTED**
- A report on progress by Cllr Pegg was **NOTED**.
- It was **AGREED** to proceed with the field gate at an approximate cost of £260
- It was **AGREED** to proceed with hedge removal at an approximate cost of £150
- It was **AGREED** to proceed with removal of brambles at an approximate cost of £160
- It was **AGREED** to proceed with works to fence at an approximate cost of £1220
- It was **AGREED** to **ACTION** the clerk to contact the insurance company regarding volunteers.
- It was **NOTED** that the painting of the WC was finished at an **AGREED** cost of £470

#### **441/12 To update on maintenance of the pavilion**

The following was **RESOLVED**:

- It was **AGREED** to **ACTION** the clerk to contact the FA for an update

#### **441/13 To update on works to recreational field ditch area**

The following was **RESOLVED**:

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

#### **441/14 To update on drainage work at Wykin Lane Cemetery**

The following was **RESOLVED**:

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

#### **441/15 To consider Laburnum Gardens Open Space**

The following was **RESOLVED**:

- It was **NOTED** that Cllr C Pegg had contacted HBBC regarding the hedge issues and had received permission to remove and replant where necessary.

#### **441/16 To consider Bosworth Manor Open Space**

The following was **RESOLVED**:

- It was **NOTED** that Cllr N Smith and Cllr A McLean have a meeting at the solicitors 10<sup>th</sup> June and to **ACTION** the clerk to ask for copies of all paperwork from the solicitors prior to the meeting.
- It was **AGREED** to **ACTION** the clerk to order public disorder sign at an estimated cost of £27 + Vat and playground ownership and restrictions sign at an estimated cost of £44 +Vat for the play area.

#### **441/17 To consider Hinckley Road and Wykin Lane cemetery matters**

The following was **RESOLVED**:

- Cemetery report was **NOTED**
- It was **AGREED** to proceed with the cleaning of the block paving at a cost of £380
- Soil bunker at Hinckley Road has been installed at an **AGREED** cost of £650
- It was **AGREED** to contact owners of graves where ornaments have exceeded the cemetery byelaws.
- It was **AGREED** to stop allowing scattering of ashes

#### **441/18 To consider area of reflection in Hinckley Road cemetery**

The following was **RESOLVED**:

- It was **NOTED** that quotes were pending

#### **441/19 To consider cricket square maintenance and cricket youth team**

The following was **RESOLVED**:

- It was **AGREED** to continue to maintain the cricket square and to discuss further at next month's meeting

- It was **AGREED** to **ACTION** the clerk to check requirements for storing fuel for the mower

#### **441/20 To consider annual tree inspection and works to trees**

The following was **RESOLVED**:

- It was **AGREED** to proceed with arial inspection of trees needing work and obtain advice on tree of concern in the churchyard at an approximate cost of £276

#### **441/21 To consider purchase of wheelchair accessible table for recreational ground**

The following was **RESOLVED**:

- It was **AGREED** to **ACTION** the clerk to proceed with purchasing the wheelchair accessible picnic table for the recreational ground using the S106 contribution of £613.35 from the Ivy Close development. The approximate cost is £698 + £139.70 VAT and £120 installation.

#### **441/22 To consider tree planting strategy**

The following was **RESOLVED**:

- It was **AGREED** to discuss at next month's meeting.

#### **441/23 To consider village notice board**

The following was **RESOLVED**:

- It was **AGREED** to discuss at next month's meeting.

#### **441/24 To consider planters**

The following was **RESOLVED**:

- It was **AGREED** to discuss planters in the centre of the village at next month's meeting
- It was **NOTED** that the planters had been replanted and plants purchased at an **AGREED** cost of £343.75 + £55.16 VAT

#### **441/25 To consider The Queen's Platinum Jubilee**

The following was **RESOLVED**:

- It was **AGREED** to cancel the wheelbarrow race due to being unable to insure the event
- It was **NOTED** that the clerk would complete risk assessments for the beacon lighting and the picnic in the park.

#### **441/26 To consider painting the phone kiosk**

The following was **RESOLVED**:

- It was **AGREED** to **ACTION** the clerk to look into the kiosk being painted.

#### **441/27 To consider painting of the post box**

The following was **RESOLVED**:

- It was **NOTED** this was not the responsibility of the Parish Council.

#### **441/28 To consider cleaning the white lines**

The following was **RESOLVED**:

- It was **NOTED** this was not the responsibility of the Parish Council

#### **441/29 To consider the cleaning of the lamp posts**

The following was **RESOLVED**:

- It was **NOTED** this was not the responsibility of the Parish Council

#### **441/30 To review privacy notice and staff and councillors' privacy notice**

The following was **RESOLVED**:

- It was **NOTED** that no changes were required

#### **441/31 To consider Members Highway Fund**

The following was **RESOLVED**:

- It was **NOTED** there was nothing to report

#### **441/32 To consider issues relating to lamp posts**

The following was **RESOLVED**:

- It was **NOTED** that LCC had advised that the lamp posts in the recreational field were not their responsibility but were able to offer maintenance contract . **ACTION** the clerk to look into it.

#### **441/33 To consider Christmas tree arrangements**

The following was **RESOLVED**:

- It was **NOTED** that confirmation had been received that HBBC are happy for work to be undertaken to sort out the electric supply to the tree for the Christmas lights.
- It was **NOTED** that the clerk has been to see the resident whose electricity is used and is happy for the work to be done.
- It was **NOTED** that the clerk was still obtaining quotes for the work to be completed.

#### **441/34 To consider works to jitty**

The following was **RESOLVED**:

- It was **NOTED** the jitty was the responsibility of LCC

#### **441/35 To consider safety in Church Walks**

The following was **RESOLVED**:

- It was **AGREED** to **ACTION** the clerk to contact LCC regarding safety in Church Walks

#### **441/36 To consider pedestrian access from Hall Drive into the recreational field**

The following was **RESOLVED**:

- It was **AGREED** to **ACTION** the clerk to obtain quotes

#### **441/37 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

#### **441/38 To consider new signatory for the bank accounts**

The following was **RESOLVED**:

- It was unanimously **AGREED** to update the signatories on the bank accounts from R Terheege to Cllr Amanda McLean and for new mandates to be completed.

#### **441/39 To consider purchase of the latest Charles Arnold Baker 13<sup>th</sup> Edition**

The following was **RESOLVED**:

- It was **AGREED** to **ACTION** the clerk to purchase the Charles Arnold Baker 13<sup>th</sup> Edition at a cost of £137

#### **441/40 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: June 2022 :clerks salary and office expenditure £1081.52 and pavilion electricity £30.48 + £1.52 VAT, ground maintenance – contract £1932.73 ,additional work £1305, playground inspection x2 £60.LRPFA membership £30 training £40.00,planting £343.75 +£55.16,gravedigger £900,painting £470,accountants £250 +£50 VAT, phone £10.93 + £2.19.

#### **441/41 To receive and consider such communications as received by the Clerk**

The following was **RESOLVED**:

##### **Written**

- TENS licences **NOTED**
- Reply from LCC Highways regarding overgrown hedges on Hinckley Road **NOTED**
- St Martins car park update **NOTED**
- Churchyard tree issues **NOTED** and **ACTION** clerk to contact tree surgeon as agenda item 441/20
- A donation of £60 was **AGREED** for the garden show from the S137 expenditure
- St Margaret's School parade **NOTED**
- East Midlands Airport consultation was **NOTED**

##### **Verbal**

- Road/Street on a new development to be named after Thomas Barton was **NOTED**
- Maintenance of wildflower areas was **NOTED**

#### **441/42 To consider items needed to be brought to public's attention**

None.

#### **441/43 To consider future agenda items**

- Wildflower areas
- Land on Thornfield Avenue

**441/44 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

**441/45 To consider clerks appraisal**

The following was **RESOLVED**:

- It was **AGREED** the Cllr N Smith would arrange for the clerk's appraisal

**441/46 To consider entering a confidential session to discuss legal matters**

The following was **RESOLVED**:

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

**441/47 To consider the boundary issue**

The following was **RESOLVED**:

- It was **NOTED** that Cllr C Pegg had a zoom meeting arranged with the solicitor next week.

The meeting closed at 9.45 pm

**Next meeting:- Stoke Golding Methodist Church Hall, Wednesday 6<sup>th</sup> July at 7.00pm**