

**Draft Minutes of Stoke Golding Parish Council**

Minutes of the 392nd meeting of Stoke Golding Parish Council held in the Methodist Church Hall on Wednesday 4<sup>th</sup> July 2018

**Attendance:** Cllr R Terheege (in the chair), S Beale, C Pegg, P Goodsell, N Smith, Parish Clerk Theresa Case, County Cllr Ivan Ould, NPAC - Vice Chair.

**392/1 Apologies for Absence.** Cllrs R Fisher and R Mitchell, Borough Cllr Reg Ward.

**392/2 Declarations of interest on items on the agenda and dispensations:** None.

**392/3 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. Proposal for parking restrictions at Convent Corner.
2. Hinckley Road and Convent Drive highway works.
3. Update on footpath at Stoke Road.
4. Update on incident of child safety.

The following was **RESOLVED**:

- It was **AGREED** that the Parish Council were in favour of the proposal for parking restrictions at Convent Corner, although concerns regarding enforcement were **NOTED**.

**392/4 Public participation:** None.

**392/5 Confirmation of 391st meeting minutes:**

It was **RESOLVED** that the minutes of the Parish Council meeting held on 6<sup>th</sup> June 2018 were unanimously **AGREED** and the Chairman signed the minutes of the 391st meeting as a correct record of the meeting.

**392/6 Matters arising:**

The following was **RESOLVED**:

- Crime figures for April 2018 – the following figures were **NOTED** from the police.uk website.  
1 burglary near Tithe Close – investigation complete, no suspect identified.  
1 criminal damage/arson near Tithe Close - investigation complete, no suspect identified.  
1 burglary near Recreation Field - investigation complete, no suspect identified.

Updates:

- Bench on Main Street – It was **NOTED** that this has now been installed.
- Gate at Churchyard – It was **NOTED** that this has now been repaired.
- Sign at Recreation Field – It was **NOTED** that this has been installed, at an **AGREED** cost of £30.98.
- Ground maintenance – additional work to the jitty was **NOTED** and **AGREED** at a cost of £250.00.  
To **ACTION** the Clerk to contact LCC regarding maintenance work carried out and future schedule of maintenance.  
It was **NOTED** that JG reported damage to village hall guttering and a dead tree at Hinckley Road Cemetery.  
It was **AGREED** that the tree be removed due to health and safety concerns and evidence retained.  
To **ACTION** the Clerk to obtain report and photos from JG, initiate work and inform the Tree Warden.

**392/7 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 June 2018 was **NOTED** at £1,309.00.
- Expenditure for the month of June 2018 was **VERIFIED** at £4,273.41.
- The bank reconciliation for the month of June 2018 was **NOTED**.

**b) Reports of Council representatives and Clerk:**

The following was **RESOLVED**:

- The Clerk reported on S106 agreements and community infrastructure levy training.

**c) Playground inspection:**

Monthly report: The following was **NOTED**: litter around boundary, weeds under swings, cracks in field pathway and climbing frame - movement in posts due to dry weather

The Clerk reported on progress regarding the roundabout issues.

**RESOLVED ACTION:** Clerk to chase and give a date that work should be carried out by. Cllr Smith to contact the original sales manager.

**392/8 Planning Application Matters:**

Planning application procedures were discussed and reviewed as follows:

**a) New Applications:**

- 24 Wykin Lane, SG – T1 chestnut and T2 acer - section fell.

RESOLVED COMMENT: The Parish Council is concerned regarding the number of tree been felled in the village. The Parish Council request that an assessment by the Tree Officer is carried out to ensure the felling is necessary before any permission is given.

b) **Amended:** None.

c) **Permissions approved:**

- 38 Convent Drive, SG – T1 sycamore – fell and T2 cherry – crown reduction.

d) **Refusals:**

- 12 Station Road, SG – T1 oak – fell and T2 sycamore – fell.

e) **Appeals:** None.

f) **Withdrawn:** None.

### 392/9 Data Protection

The following was **RESOLVED:**

- In reply to matters raised by Cllr Smith in relation to data protection and confidentiality in meetings, LRALC advice was NOTED as follows:

A parishioner/resident will usually suffice whether it be in the minutes, on the agenda, or a verbal reference by a Cllr. Rarely, if ever, does it matter who raised the issue, it is the issue itself that council should deal with. Confidentiality agreements are a not appropriate as anyone can record/broadcast a council meeting and the meeting can only go into closed session when it is not in the public interest to discuss it publicly, so in some cases this could happen eg a complaint about a staff member.

- It was **NOTED** that this advice was also applicable to the NPAC meetings.

### 392/10 Review of risk assessment

The following was **RESOLVED:**

- It was **AGREED** to approve the amended risk assessment and update on the village website.

### 392/11 Neighbourhood Plan

The following was **RESOLVED:**

- The minutes of the NPAC meeting held on the 18<sup>th</sup> June were **NOTED**.
- A verbal report on progress by the Vice-Chair was **NOTED**.
- To **ACTION** Cllr Goodsell to advertise for more volunteers to distribute postcards.

### 392/12 Sport in Stoke Golding (SISG)

The following was **RESOLVED:**

- Information regarding S106 contributions was **NOTED** and further advice from HBBC is still pending.
- To **ACTION** the Clerk to seek advice from LRALC regarding ownership and VAT.
- To **ACTION** the Clerk to seek further information from Desford Parish Council regarding their project.

### 392/13 Works at Hinckley Road Cemetery

The following was **RESOLVED:**

#### Wall and Gate Damage

- To **ACTION** the Clerk to chase written confirmation from the contractor that work can commence.

#### Oak Tree

- To **ACTION** the Clerk to chase the report from the contractor.

#### Ditch

- It was **AGREED** to proceed with work to clear the debris and plant growth from the ditch area and ask JG for a price for on-going maintenance.

#### Boundary

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

#### Litter Basket

- Prices for double enclosed bins were **NOTED**.
- It was **AGREED** to proceed with the purchase of two bins, one for each cemetery, at a cost of £535.95 Each, plus installation cost.
- To **ACTION** the Clerk to ask the Charity of Thomas Barton if they would be willing to fund.
- To **ACTION** the Clerk to contact HBBC to obtain a price for refuse collection.

### 392/14 Vehicle Activated Sign

The following was **RESOLVED:**

- To **ACTION** Cllr Mitchell to proceed with a letter to the Police and Crime Commissionaire to seek support in funding an integrated ANPR/VAS system.

### 392/15 CCTV

The following was **RESOLVED:**

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

### 392/16 Recreation field – car park extension

The following was **RESOLVED**:

- An initial price for work was **NOTED**.

### **392/17 Recreation field – BMX trail**

The following was **RESOLVED**:

- A verbal report by Cllr Smith, on a meeting with the resident, was **NOTED**.
- It was **AGREED** that Cllr Smith should proceed with further investigations and quotes.

### **392/18 Pitch hire**

The following was **RESOLVED**:

- Pitch hire information regarding junior teams from HBBC was **NOTED**.
- In-line with the information received, it was **AGREED** that all youth teams, under the age of sixteen, will be charged junior pitch fees for pitch and pavilion regardless of which pitch is used.
- To **ACTION** the Clerk to send out the invoice accordingly.
- It was **NOTED** that the Parish Council does not charge for additional games and training sessions.

### **392/19 Bus shelter maintenance**

The following was **RESOLVED**:

- It was **AGREED** to proceed with maintenance work, at a cost of £75, pending a written quotation.
- To **ACTION** Cllr Smith to liaise with the contractor.

### **392/20 Bank account matters**

The following was **RESOLVED**:

- It was **AGREED** to move the budget for maintenance of recreational facilities and the SISG budget to the NSB account, where it will receive interest.
- It was **NOTED** that issues regarding eligibility for the FSCS are being investigated by LRALC/NALC.

### **392/21 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 – cemetery admin £83.71, village planters £331.46, Glasdon UK - bench £586.69 and July 2018 pavilion electricity £17.00, admin – clerk's salary and office expenditure £622.25, HBBC litter/dog waste collection £587.81, HBBC trade waste collection – village hall/pavilion £80.28, Metal Man Welding - churchyard gate £295.00, Water Plus Ltd – village hall/pavilion supply £92.74, ground maintenance – contract £1,551.31, playground inspection and additional work – bench and sign installation £100.00.

### **392/22 To receive and consider such communications as received by the Chairman of the council**

The following was **RESOLVED**:

#### **Written**

- HBBC review of Polling Districts, Places and Stations was **NOTED**.
- Resident – boundary request.  
To **ACTION** the Clerk to update the resident on works to the boundary and arrange for a meeting once work is complete.
- Cemetery Administrator – cemetery issues.  
To **ACTION** the Clerk to arrange removal of black bin, purchase of a 'No Dogs' sign.
- Feedback on Section 106 Agreements/Community Infrastructure Levy training – a request by Cllr Mitchell was **NOTE** but declined.

#### **Verbal**

- Convent Drive – residents' concerns regarding play area fencing were **NOTED**.  
To **ACTION** the Clerk to contact the Planning Enforcement Team to arrange a site meeting.
- Grave memorial repairs – thanks from family.  
To **ACTION** the Clerk to prepare a piece for the Stoker regarding cemetery news.
- Recreation field main gate – it was **AGREED** to move the sign to the fence.

### **392/23 To consider items needed to be brought to public's attention**

None

### **392/24 Any Other Business**

Cllr Beale reported on the following issues raised by residents:

- Church Walks – enforcement of building materials from private land.
- Concerns regarding shop opening hours.
- Concerns regarding the Three Horse Shoes.

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

The meeting closed at 9.30pm

**Next meeting:- Methodist Hall, Wednesday 1<sup>st</sup> August 2018 at 7pm**



