

Draft Minutes of Stoke Golding Parish Council

Minutes of the 394th meeting of Stoke Golding Parish Council held in the Methodist Church Hall on Wednesday 5th September 2018

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

394/1 Apologies for Absence. Vice-Chair of NPAC.

394/2 Declarations of interest on items on the agenda and dispensations: None.

394/3 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. Update on incident of child safety.
2. Mira – planning application for new track.
3. Convent Drive proposal for parking restrictions.

Borough Cllr Reg Ward reported on the following:

1. Site map for Mira application was considered and Cllr Ward will update the Parish Council on the future progress of the application.
2. Councillors conduct was discussed.

The following was **RESOLVED:**

- The Parish Council **AGREED** that there was no objection to the Convent Drive parking restrictions proposal.

394/4 Public participation: None.

394/5 Confirmation of 393rd meeting minutes:

It was **RESOLVED** that the minutes of the Parish Council meeting held on 1st August 2018 were unanimously **AGREED** and the Chairman signed the minutes of the 393rd meeting as a correct record of the meeting.

394/6 Matters arising:

The following was **RESOLVED:**

- Crime figures for June 2018 – the following figures were **NOTED** from the police.uk website.
- 1 public order near the recreation field – unable to prosecute.
- 1 other theft near Andrew Close - under investigation.
- 1 other theft near Roseway – investigation complete, no suspect identified.
- 1 anti-social behaviour near Station Road – no details.
- 3 burglary near Greenwood Road – under investigation.

Updates:

- Teddy Bear Jump Event – will take place at St Margaret's Church on the 8th September, it was **NOTED** that pre and post event assessment of the churchyard will be carried out by Cllr Beale and the Clerk.
- Remembrance Day Service – The following information was **NOTED** and has been forwarded to the HBBC Cultural Services Team as requested:
 1. The usual service at St Margaret's Church will be followed by the annual laying of wreaths at Hinckley Road Cemetery.
 2. Church bells at St Margaret's Church will ring half-muffled 9.00 - 9.45 prior to the morning service in St Margaret's Church. Then a Quarter Peal of continuous ringing without muffles 12.30 - 13.15 in harmony with bells worldwide.
 3. There will be a display - net of poppies in St Margaret's Church.
 4. The 1st Stoke Golding Scout Group will be hosting a PEACE TEA at Stoke Golding Village Hall from 11.30am following the Remembrance Day service at Hinckley Road Cemetery.
- It was **AGREED** to allocate a budget of £250.00 for Remembrance Day leaflets to mark the centenary of the Armistice and to **ACTION** Cllr Goodsell to prepare the leaflet.
- To **ACTION** the Clerk to investigate possible funding with Cultural Services and the Charity of Thomas Barton
- Ground maintenance –
 - Prices for on-going maintenance of the ditch at Hinckley Road Cemetery and the jitty were **NOTED**.
 - It was **AGREED** to add two cuts for each to the contract for 2019/20 and JG to inform the Parish Council when further work is required this season.
 - A report on dead trees at Hinckley Road and Wykin Lane Cemeteries was **NOTED**.
 - It was **AGREED** that the trees should be removed and replaced with a similar species

- To **ACTION** the Clerk to obtain a quote from JG for removal and replacement with a similar species.
- To **ACTION** the Clerk to apply to the Diocese of Leicester for permission under List B6(2)(a) The felling of a tree – that is dying or dead and B6(1) The planting of trees.

394/7 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 August 2018 was **NOTED** at £749.00.
- Expenditure for the month of August 2018 was **VERIFIED** at £3,231.17.
- The bank reconciliation for the month of August 2018 was **NOTED**.
- The actual bank statements were verified by Cllr Beale on the 8th August 2018.

b) Reports of Council representatives and Clerk:

None.

c) Playground inspection:

Monthly report: The following were **NOTED** and will be monitored due to dry ground conditions: pathway edges – trip hazards, climb frame – movement in posts, gap in tiles under the slide and end caps missing from chest press/pull down will be replaced from stock.

The Clerk reported on progress regarding the roundabout issues.

RESOLVED ACTION: To **ACTION** the Clerk to seek advice from the RCC regarding the roundabout and then strongly chase the contractor.

394/8 Planning Application Matters:

Planning application procedures were discussed and reviewed as follows:

a) New Applications:

- 1 Pine Close, SG – works to trees.

b) Amended: None.

c) Permissions approved:

- Laburnum Cottage, High Street, SG – variation of conditions 2,7,8 and 12 of planning permission 17/00484/FUL to amend site levels, hammerhead design, boundary treatments and minor amendments to house types.
- The Old Coach House, 24 Wykin Lane, SG – section fell T1 Chestnut and T2 Acer.
- 28 Crown Hill Close, SG – works to trees.

d) Refusals:

None.

e) Appeals: None.

f) Withdrawn: None.

394/9 Neighbourhood Plan

The following was **RESOLVED**:

- Minutes of the NPAC meeting held on the 20th August were **NOTED**.
- It was **NOTED** that the NPAC are still awaiting the new land availability map from HBBC.
- The resignation of Cllr Mitchell as Chair of the NPAC was **NOTED**.
- A possible future exhibition by a developer about possible future development of the land at the rear of Station Road was discussed and **NOTED**.

394/10 Sport in Stoke Golding (SISG)

The following was **RESOLVED**:

- A report on funding and building implications by Cllr Pegg was **NOTED**.
- A report on S106 funding by the Clerk was **NOTED**.
- It was **AGREED** that a meeting of SISG should be arranged to discuss how to proceed in light of all information and advice now received.

394/11 Works at Hinckley Road Cemetery

The following was **RESOLVED**:

Wall and Gate Damage

- It was **NOTED** that confirmation of the claim against the contractor's insurer is still pending and has been chased.

Oak Tree

- It was **NOTED** that confirmation of the arboricultural contractor's report is still pending and has been chased.

Ditch

- It was **NOTED** that the work to the ditch is almost complete.

Boundary

- It was **NOTED** that Cllr Pegg has confirmed the arrangements for the work on the boundary with the resident.
- To **ACTION** the Clerk to confirm arrangements in writing to the resident.
- It was **NOTED** that the resident with a boundary issue at the rear of cemetery is willing to wait for the work to be completed at the front boundary before meeting with the Parish Council.

Litter Basket

- It was **NOTED** that a request for funding from the Charity of Thomas Barton is still pending.

Conifer Tree

- A resident's concerns regarding a conifer at the rear of his property were **NOTED**.
- To **ACTION** the Clerk to reply to the resident.
- To **ACTION** the Clerk to contact the Diocese of Leicester for advice.

394/12 Vehicle Activated Sign

The following was **RESOLVED**:

- A letter to the Police and Crime Commissioner was **AGREED**, subject to minor changes to wording.

394/13 CCTV

The following was **RESOLVED**:

- It was **AGREED** that this item should be removed from the agenda.

394/14 Recreation Field – car park extension

The following was **RESOLVED**:

- It was **AGREED** that this item should be postponed pending progress on the pavilion project and removed from the agenda.

394/15 Recreation Field – BMX trail

The following was **RESOLVED**:

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

394/16 Review of employment policies and contract

The following was **RESOLVED**:

- The following documents were unanimously **AGREED** and **ADOPTED** by Stoke Golding Parish Council and will be published on the Stoke Golding Village Website:
 1. Employment Lifecycle Policy
 2. Equality Policy
 3. Grievance Policy
 4. Disciplinary Policy
 5. Sickness Absence Policy
 6. Homeworker Policy
- It was **NOTED** that the Publication Scheme has been updated and will be published on the Stoke Golding Village Website.
- The NALC Model Contract of Employment was **AGREED** and **ADOPTED** with effect from 1st September 2018.
- The Clerk's salary was **AGREED** at salary point SCP 19 with effect from the 1st September 2018.

394/17 Standing Orders amendment

The following was **RESOLVED**:

- The revised NALC Model Standing Orders were unanimously **AGREED** and **ADOPTED** by Stoke Golding Parish Council and will be published on the Stoke Golding Village Website:

394/18 Stokefest

The following was **RESOLVED**:

- Emergency work to cracks at the recreation field was **NOTED** and **AGREED**, at a cost of £440.00.
- Advice from HBBC Public Open Space Team regarding cracks was **NOTED**.
- To **ACTION** the Clerk to ask MW to roller the damaged field by the entrance.
- It was **NOTED** that the Parish Council have been invited to the Stokefest debriefing meeting to discuss issues and future planning needs.
- Public liability insurance was discussed.
- The risk assessment **NOTED** items of risk by the containers that need to be removed.
- To **ACTION** the Clerk to contact the Cricket Club regarding removal.

394/19 Tree Warden

The following was **RESOLVED**:

- Comments from the Tree Warden were **NOTED**.
- To **ACTION** the Clerk to reply as directed.

394/20 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: September 2018 pavilion electricity £17.00, admin – clerk's salary and office expenditure £587.98, HBBC litter/dog waste collection £22.46, W D Roberts Tarmacadam – sand £528.00, Stoke Golding Methodist Church – hall hire £120.75, Gravedigger £150.00, ground maintenance – contract £1,551.31,

394/21 To receive and consider such communications as received by the Chairman of the council

The following was **RESOLVED**:

Written

- LCC notice of proposed order to impose 'No Waiting at Any Time' on part of Covent Drive and Hinckley Road was **NOTED**.
- National Highways & Transport Public Satisfaction Survey was NOTED. To **ACTION** Cllr Goodsell to complete the survey on behalf of the Parish Council.
- CPRE Branch News and AGM Agenda was **NOTED**.
- S106 Update was **NOTED** and discussed.
- Views of a resident regarding parking restrictions were **NOTED**.

Verbal

None

394/22 To consider items needed to be brought to public's attention

None

394/23 Any Other Business

The following was **RESOLVED**:

- To **ACTION** Cllr Goodsell to prepare a list of possible events/days that the St George's flag might be flown.
- To **ACTION** the Clerk to enquire about a mobile post office service for Stoke Golding.
- To **ACTION** the Clerk to ask the Charity of Thomas Barton about funding a life-size (6ft) lightweight aluminium silhouette of a soldier for display next to memorial sites or in other poignant places.
- To **ACTION** the Clerk to report anti-social behaviour and needles at the recreation field to the police.
- To **ACTION** the Clerk to ask MW to remove bollard from the recreation field.
- To **ACTION** the Clerk to seek an update from the Planning Enforcement Team on the play area at Convent Drive and repeat concerns for child safety, copy to County Cllr Ould.
- It was **AGREED** that the Parish Council will seek Environmental Improvement Programme funding for Heritage street name plates, to match the rest of the village, for the Convent/Morris Homes developments, subject to adoption of the highways.
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MATTERS FROM WHICH THE PUBLIC MAY BE EXCLUDED - There were none.

The meeting closed at 930pm

Next meeting:- Methodist Hall, Wednesday 3rd October 2018 at 7pm

