

Minutes of Stoke Golding Parish Council

Minutes of the 396th meeting of Stoke Golding Parish Council held in the Methodist Church Hall on Wednesday 7th November 2018

Attendance: Cllr R Terheege (in the chair), S Beale, C Pegg, R Fisher, N Smith, Cllr Goodsell, Parish Clerk Theresa Case, Borough Cllr Reg Ward, County Cllr Ivan Ould, Chair of NPAC, Tree Warden.

396/1 To receive apologies for absence: R Mitchell.

396/2 To receive declarations of interest on items on the agenda and dispensations: It was **NOTED** that Councillor Goodell has an on-going dispensation with regard to Laburnum Cottage planning application.

396/3 To receive 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. On-going local issue - footpath at Stoke Road.
2. On-going historical sexual abuse - £2M to comply with inspector.
3. Concerns regarding decision making.
4. Warehouse depot concerns.
5. Unitary proposals – continuing to public consultation.

Borough Cllr Reg Ward reported on the following:

1. Unitary proposals – LCC continuing to prepare for consultations despite lack of support from MPs and Borough representatives.
2. Developing Communities Fund – open to applications.
3. Affordable Housing Review.
4. Planning Officers – professional and approachable, 90% of cases are won at appeal which shows they are in the main getting it right.
5. Warehousing concerns.

396/4 Public participation – to consider any comments by the public on items on the agenda: None.

396/5 To confirm the minutes of the 395th meeting of the Parish Council:

It was **RESOLVED** that the minutes of the Parish Council meeting held on 3rd October 2018 were unanimously **AGREED** and the Chairman signed the minutes of the 395th meeting as a correct record of the meeting.

396/6 To consider any matters arising from previous decisions of the Parish Council not covered by the agenda:

Post Office Services – It was **NOTED** that the Post Office Ltd Transformation Team will look at whether anything can be done to resume post office services in Stoke Golding.

396/7 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 October 2018 was **NOTED** at £5,041.21.
- Expenditure for the month of October 2018 was **VERIFIED** at £3,954.59.
- The bank reconciliation for the month of October 2018 was **NOTED**.

b) Playground inspection:

Monthly report: **NOTED**.

The Clerk reported on progress regarding the roundabout issues.

The Clerk reported on the Annual ROSPA Inspection.

The following was **RESOLVED**:

- It was **NOTED** that MS had tightened bolts on climbing ropes.
- It was **NOTED** that the roundabout has been checked and greased and is only designed to move through 1.5 to 2 rotations per heavy push as it is a DDA equipment.
- The following summary of the ROSPA Inspection was **NOTED**:
 1. Gym Equipment:
All items are low or medium risk due to the nature of the equipment.
Only remedial tasks highlighted – end cap missing on chest press/pull down.
 2. Play Equipment:
Roundabout, MUGA and BMX track are medium risk.
Only remedial task to reinstate roundabout to standard (still fenced off at time of inspection).

3. All other equipment is low or very low risk.
Remedial tasks highlighted, but no practicable action identified:
Climbing frame – damage to post.
Junior swing – not compliant with current standard due to age.
Pod swing – damage to seat and chain cover.

4. Remedial tasks identified for action:

Car park gate way – trip hazard to be levelled.

- To **ACTION** the clerk to ask JG to level gate way and to replace end cap from stock.
- It was **AGREED** to consider updating the swings should play equipment funding be available in the future.

c) Ground Maintenance Report

The following was **RESOLVED**:

- It was **AGREED** to proceed with the removal of a second cherry tree at Hinckley Road Cemetery, next to the one previously agreed, at a cost of £85.
- It was **NOTED** that removal of both trees and replacement with one cherry tree has been agreed by the Diocese of Leicester.
- It was **AGREED** to hire a digger for removal of soil at Hinckley Road Cemetery, at the cost of £75.
- It was **NOTED** that the birch at Wykin Lane Cemetery has been removed, but due to the root system it was **AGREED** not to replace.
- It was **NOTED** that the hedge on the right at the recreation field has a considerable overhang towards the pathway and needs work.
- To **ACTION** Councillor Pegg to meet with JG to discuss the required work.
- The apple trees have now been planted as previously agreed.
- It was **NOTED** that the autumn topping and removal at Wykin Lane wildflower meadow has been carried out, at an **AGREED** cost of £75.
- It was **AGREED** to proceed with the clearance of a memorial at St Margaret's Churchyard, at a cost of £95 and to add to the contract for 2019/20.
- TO **ACTION** the clerk to contact the mole catcher to attend Wykin Lane Cemetery.

d) Crime Report

The following was **RESOLVED**:

- Crime figures for July 2018 – the following figures were **NOTED** from the police.uk website.
- 1 violence and sexual offence near Andrew Close – under investigation.
- 1 vehicle crime near Greenwood Road - investigation complete, no suspect identified.
- 1 violence and sexual offence near Hall Drive – further investigation not in the public interest.
- 1 anti-social behaviour near Hall Drive – no details.
- 1 other theft near Station Road - further investigation not in the public interest.
- 1 vehicle crime near Station Road - investigation complete, no suspect identified.

e) Report by Clerk on other matters

The following was **RESOLVED**:

- A report on LRALC training – Local Council Planning for the Medium Term was discussed and **NOTED**.

f) Reports of Councillors on meetings they have attended relating to the work of the Parish Council

The following was **RESOLVED**:

- No reports were **NOTED**.

396/8 Planning Application Matters:

Planning applications were considered and any comments resolved as follows:

a) New Applications:

- 37 Wykin Lane, SG – proposed studio and playroom above approved garages (resubmission of 18/00098/HOU).

RESOLVED COMMENT: In the context of the surrounding area the Parish Council considers this application to be overdevelopment on an inappropriate site. The Parish Council requests that if the application is agreed a condition should be imposed to restrict future use to the that stated in the application.

- 16 Ivy Close, SG – detached double garage.
- The Post Office, 1 Church Walks, SG – proposed external alterations and installation of glazed panel to the front elevation.
- 16 Stoneley Road, SG – two storey an single storey rear extension, first floor extension over garage.
- The Croft, 59 High Street, SG – works to lime tree.

b) Amended:

- Laburnum Cottage, High Street, SG – variation of conditions 2,7,8,12 of planning application 17/00484/FUL to amend the site levels, hammerhead design, boundary treatments and minor amendments to house types.

c) Permissions approved:

- Basin Bridge Farm, Basin Bridge Lane , SG – variation of condition 5 of planning permission 15/00828/FUL to allow the solar farm to operate for 40 years.
- 12 Station Road, SG – works to trees.

d) **Refusals:** None.

e) **Appeals:**

- 37 Wykin Lane, SG – proposed studio and playroom above approved garages was dismissed.

f) **Withdrawn:** None.

396/9 To receive the minutes of Neighbourhood Plan Advisory Committee (NPAC) meetings and update on the Neighbourhood

The following was **RESOLVED:**

- Minutes of the NPAC meetings held on the 8th October, 22nd October and 5th November were **NOTED**.
- An update by the Chair of the NPAC was **NOTED**.
- It was unanimously **AGREED** to allocate £1000 to the Neighbourhood Plan account, as previously agreed in the budget for 2018/19 and to update the budget for 2019/20 to show a budget of £2000 for the Neighbourhood Plan.

396/10 To receive an update on Sport in Stoke Golding (SISG)

The following was **RESOLVED:**

- It was **NOTED** that the SISG constitution has been dissolved.
 - It was **NOTED** SISG will now operate as a sub-committee of the Village Hall Management Committee.
 - It was **NOTED** SISG will investigate options to extend the Village Hall to provide pavilion facilities and multi-use space.
- It was **NOTED** that initial design drawings were currently been sought from architects.

396/11 To update on works at Hinckley Road Cemetery

The following was **RESOLVED:**

Wall and Gate Damage

- It was **NOTED** that the Parish Council now has written confirmation of liability from the contractor.
- It was **AGREED** to proceed with the previously agreed work to the wall in November.
- Storage of the gate was discussed and **AGREED**.

Oak Tree

- It was **NOTED** that assessment and quotes have been sought from three arboricultural contractors and reports are still pending.

Boundary

- It was **NOTED** that the boundary work at the front of the cemetery boundary is nearing completion and Councillors have checked the correct position of the boundary line.
- It was **NOTED** that Cllr Pegg and Terhegge will meet with the resident with a boundary issue at the rear of cemetery this week.
- To **ACTION** the Clerk to write to the resident to provide evidence for change of boundary fence responsibility.

Litter Basket

- It was **NOTED** that a request for funding from the Charity of Thomas Barton is still pending.
 - It was **AGREED** to proceed with the purchase of new bins for both cemeteries, at a cost £1089.90.
 - It was **AGREED** to proceed with the addition of these bins to HBBC litter/dog waste collection , at an annual cost of £163.28.
- It was **AGREED** to add these to the budget for 2019/20.
- To **ACTION** the Clerk to seek advice from the Diocese of Leicester DAC regarding the requirements for a Faculty and to proceed with application.

Conifer Tree

- It was **NOTED** that assessment and quotes have been sought from three arboricultural contractors and reports are still pending.

396/12 To update on Vehicle Activated Signs

The following was **RESOLVED:**

- It was **NOTED** that a meeting with the Police and Crime Commissioner has been re-scheduled.
-

396/13 To update on recreation field – BMX trail

The following was **RESOLVED:**

- A feasibility report by JG was **NOTED**.
- It was **AGREED** not to proceed with this project due to lack of an appropriate space.
- To **ACTION** Councillor Smith to update the resident who made the initial request.

- It was **AGREED** that non-sporting recreation facilities for older children in the village does need to be addressed in the Neighbourhood Plan and kept on the radar when considering future Parish Council projects.

396/14 To adopt budget for next financial year commencing 1st April

The following was **RESOLVED**:

- It was **AGREED** in consideration of additions to the budget and advice from LRALC on medium term planning this item should be addressed at the January 2019 Parish Council meeting.
- To **ACTION** the Clerk to make the appropriate adjustments and forward to Councillors prior to that meeting for their consideration.

396/15 To update on memorial safety - gravestone repairs

The following was **RESOLVED**:

- It was **NOTED** that final stage of memorial repairs was complete and all graves identified in the 2008 safety inspection were now safe.
- It was **AGREED** that further inspection was necessary for Hinckley Road Cemetery, Wykin Lane Cemetery and St Margaret's Churchyard.
- To **ACTION** the Clerk to seek Advice from the Diocese of Leicester DAC regarding the requirements for a Faculty and to proceed with applications.

396/16 To consider the proposals for a Unitary Authority

The following was **RESOLVED**:

- To **ACTION** Councillor Smith to attend further meetings of the LCC Unitary Proposals Focus Group and gather information to enable the Parish Council to make informed representation when the consultation takes place.

396/17 To consider Parish Council Event Booking Form and public liability insurance issues for of the recreation field

The following was **RESOLVED**:

- The event booking form was **AGREED**.
- It was **NOTED** that sports clubs and Stokefest have been made aware of the Parish Council's public liability requirements and will comply and provide evidence.

396/18 To authorise the payment of Information Commissioner's Office (ICO) annual fee by direct debit mandate

The following was **RESOLVED**:

- It was **AGREED** to set up a direct debit mandate for payment of the ICO annual fee.
-

396/19 To update on Pension Scheme re-enrolment

The following was **RESOLVED**:

- The Parish Council's re-enrolment date was **AGREED** as the 1 February 2019.
- To **ACTION** the Clerk to assess staff eligibility and complete a re-declaration of compliance.

396/20 To consider purchase of Local Council Administration – 11th Edition

The following was **RESOLVED**:

- It was **AGREED** to purchase Local Council Administration 11th Edition , at a cost of £110.99.

396/21 To consider tree concerns

The following was **RESOLVED**:

- To **ACTION** the Clerk to log concern regarding the tree on the corner of Greenwood Road and Hinckley Road with the dedicated parish email for highway issues.

396/22 To consider a proposal for Christmas lights along Church Walks

The following was **RESOLVED**:

- A proposal by the Charity of Thomas Barton to continue Xmas lights down Church Walks was **NOTED** and would be supported by the Parish Council subject to the necessary permissions, health and safety precaution, insurance and risk assessments.

396/23 To update on Remembrance Day arrangements

The following was **RESOLVED**:

- It was **NOTED** that arrangements with the Reverend and the Scouts have been confirmed.
- It was **AGREED** that the Parish Council will carry out a risk assessment of the site prior to the event and a check after the event.
- The temporary installation of the WW1 soldier silhouette by the Charity of Thomas Barton was **AGREED** subject to the necessary health and safety precaution and risk assessment.

- To **ACTION** the Clerk to update the Charity of Thomas Barton and request a copy of their risk assessment.
- To **ACTION** Cllr Fisher to forward photos to HBBC Communications and PR Officer.
- To **ACTION** Cllr Goodsell to decorate the gate with yew branches and the Clerk to take them down after the event and put up the wreaths.

396/24 To consider the deterioration of the noticeboard on the Wykin Lane footpath

The following was **RESOLVED**:

- To **ACTION** Councillor Beale to request a quote from the contractor who previously repaired the noticeboard.

396/25 To update on the 1485 Trail

The following was **RESOLVED**:

- A report by Broadbent Studio was **NOTED**.
- To **ACTION** the Clerk to request the Parish Council is kept up-to-date and involved in any decisions relating to Stoke Golding.

396/26 To consider Tree Warden matters

The following was **RESOLVED**:

- A report by the Tree Warden on Hinckley Road Cemetery was **NOTED**.

396/27 To consider the re-location of noticeboards and planters

The following was **RESOLVED**:

- A request for relocation of the noticeboards and planters in the centre of the village was **NOTED**.
- It was **AGREED** to relocate the Parish Council noticeboard.
- It was **AGREED** to move the planters forward on to the gravel area and the village noticeboard will remain in its current position.
- To **ACTION** the Clerk to reply to the request.

396/28 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: October 2018: gravedigger £400.00 and November 2018: pavilion electricity £17.00, admin – clerk's salary and office expenditure £605.17, Playsafety Ltd – ROSPA £205.80, Chalkley Tree Services – work at HR £970.00, Elite Printing – commemorative booklet £198.00, G Seller – memorial repairs £3,370.00, ICO annual renewal £35.00, ground maintenance – contract £1,551.31, additional work: HR/WL apple trees, digger, WL wildflower meadow and birch £425.00 and play area inspections £40.00.

396/29 To receive and consider such communications as received by the Clerk

The following was **RESOLVED**:

Written

- Db Symmetry Hinckley National Rail Freight Interchange – Statement of Community Consultation (SOCC) was **NOTED**.
- HBBC Parish and Community Initiative Fund application pack was **NOTED**.
- Residents query regarding play area at Convent Drive was **NOTED** and **ACTION** Clerk to reply.

Verbal None.

396/30 To consider items needed to be brought to public's attention

None

396/31 To consider future agenda items

The following was **RESOLVED**:

- To consider the annual tree inspection.
- To consider works to St Margaret's Churchyard wall.
- To consider maintenance of the gate at the Wykin Lane wild area.
- To consider works to the village sign and surrounding trees.
- Outstanding item – exploratory trench was discussed and **NOTED**.

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

The meeting closed at 10pm

Next meeting:- Methodist Hall, Wednesday 5th December 2018 at 7pm

