

Minutes of Stoke Golding Parish Council

Minutes of the 445th meeting of Stoke Golding Parish Council held on Wednesday 2nd November 2022 at the Methodist Church Hall.

Attendance: Cllr N Smith (in the chair), Cllr A McLean, Cllr C Pegg, Cllr K Elliott, Cllr V Palmer, Cllr R Fisher, Parish Clerk S Beale, R Crowfoot, M Ward from the NPAC, Cllr J Collett Borough Councillor.

445/1 To receive and accept apologies for absence:

None

445/2 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 31st March 2023
- It was **NOTED** that Cllr Elliott declared an interest in the planning application 22/00406/FUL

445/3 To receive reports by County and Borough Councillors

Borough Cllr Jonathan Collett gave a report, and the following was **NOTED**

- The financial situation at HBBC is of concern
- Issues with mud on the road left by the construction traffic at the Miller Homes site was being looked into.

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

- The financial situation at LCC is of concern
- LCC are working in partnership with local wildlife charity @NatureSpot to increase interest in and improve biodiversity

445/4 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.

445/5 To confirm the minutes of the 444th meeting of the Parish Council:

It was **RESOLVED** that the minutes of the Parish Council meeting held on 5th October 2022 were unanimously **AGREED** and the Chair signed the minutes of the 444th meeting as a correct record of the meeting.

445/6 To consider any matters arising from previous decisions of the Parish Council not covered by the agenda:

Updates:

- PCC has been contacted regarding the pews in the churchyard
- New sign has now been installed at the recreational ground to replace the damaged one.

445/7 Reports of elected officers of the council and the clerk:

Financial Progress Report

The following was **RESOLVED:**

a) Financial progress report

- The Financial Report for October was unanimously **AGREED** and signed by the Chair.
- Income for the month of October was **NOTED** at £3324.94
- Expenditure for the month of October 2022 was **VERIFIED** at £6820.63 including £232.10 VAT to be reclaimed
- The bank reconciliation for the month of October was **NOTED**

b) Verify bank statements

- The bank statements were verified by Cllr McLean £41063.56 Unity trust, £61,034.58 NS&I, £65967.07 NatWest

c) Playground inspection:

Monthly report:

The following was **RESOLVED:**

- A safety inspection report for the recreational ground and Convent Meadow was **NOTED**
- The seesaw in the recreational ground has been taken away for repair

d) Ground Maintenance Report:

The following was **RESOLVED**:

- The ground maintenance report was **NOTED**
- Salt bins have been stocked up at an **AGREED** cost of £20

e) Crime Report:

The following was **RESOLVED**:

Crime figures for AUGUST 2022 – the following figures were **NOTED** from the police.uk website:

- 3 x criminal damage & arson, 1 x other theft, 1 x violence & sexual offences

f) Report by Clerk on other matters:

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

g) Reports of Councillors on meetings and training they have attended relating to the work of the Parish Council

The following was **RESOLVED**:

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

445/8 Planning Applications:

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

a) New Applications:

- 22/00948/TCA fell walnut tree-honey fungus infection causing delamination of bark on main stem and major crown dieback , 12 Station Rd, Stoke Golding
RESOLVED COMMENT: None
- 22/00950/TCA various tree trimming, 4 Blacksmiths Yard , Stoke Golding
RESOLVED COMMENT: None
- 22/00996/TCA fell ash tree-declining tree and fungal bracket at base of stem,48 Station Rd, Stoke Golding
RESOLVED COMMENT: None
- 22/01027/FUL demolish one house and build two new ones Greencrest Higham lane
RESOLVED COMMENT: Concerns over access due to location near a junction and to keep the surrounding hedges the same height in consideration of the neighbours. Reference to the design policy SG15 in the Neighbourhood Plan.

b) Amended:-None

c) Permissions granted

- 22/00803/TCA tree removal 10 station Rd (declined to make)
- 22/00742/TCA works to trees 40 Station Rd (declined to make)
- 22/00670/HOU detached garage 40a Hinckley Rd (permitted)
- 22/00589/OUT one dwelling 36 Station Rd (permitted)
- 22/00406/FUL roof work and solar panels The George and Dragon (permitted)
- 22/00718/TPO works to trees 45 Convent Dv (permitted)

d) Refusals:- None

e) Appeals:- None

f) Withdrawn:

- 22/00089/FUL dog paddock Spinny Farm

g) Meetings:

- It was **AGREED** for Cllr Pegg to make contact with Davidsons regarding contributions and access.

445/9 To receive the minutes of Neighbourhood Plan Advisory Committee (NPAC) meetings and to consider any recommendations

The following was **RESOLVED**:

- It was **NOTED** that October's meeting has been cancelled.

445/10 To receive the minutes of Convent Open Space Committee (Convent Meadow) and update.

The following was **RESOLVED**:

- The minutes from the October meeting were **NOTED**
- It was **AGREED** to proceed with the removal of the dead apple tree at a cost of £150
- It was **AGREED** to proceed with the purchase and planting of the fruit trees at a cost of £1100
- It was **AGREED** to ACTION the clerk to obtain quotes from other companies for the drainage
- It was **AGREED** to alter the footpath to form a circular route and Cllr C Pegg to obtain quotes
- It was **AGREED** to proceed with fence work at a cost of £440

445/11 To consider the casual vacancy

The following was **RESOLVED**:

- It was **NOTED** that Cllr Smith and Cllr McLean would arrange to meet with the candidates

445/12 To consider length and hours of meetings

The following was **RESOLVED**:

- It was **AGREED** to continue as we are

445/13 To update on maintenance of the pavilion and adopt fire safety policy

The following was **RESOLVED**:

- It was **NOTED** that a new 5 lever lock had been fitted at an **AGREED** cost of £57
- Fire safety report was **NOTED** and **ACTION** the clerk to arrange for the recommendations to be put in place
- It was **NOTED** that an electrical assessment had been done awaiting invoice and report
- It was **NOTED** that a water assessment had been done awaiting report
- It was **NOTED** that Cllr Pegg and Cllr Smith would be have a meeting with the FA regarding the new pavilion options
- It was unanimously **AGREED** to adopt the fire safety policy

445/14 To consider Bosworth Manor Open Space

The following was **RESOLVED**:

- It was **NOTED** that a reply had been sent to the solicitor regarding the maintenance of Bosworth Manor

445/15 To consider Hinckley Road and Wykin Lane cemetery matters to include cemetery report and grave repairs

The following was **RESOLVED**:

- Cemetery report was **NOTED**
- Grave repairs are ongoing
- It was **NOTED** that the cemetery administrator had handed in his notice and **ACTION** the clerk to complete a job description
- It was **NOTED** that Wykin Lane cemetery had been cleaned out at an **AGREED** cost of £280
- An issue with a placement of a new memorial at Hinckley Road cemetery was **NOTED** and Cllr Palmer will speak to the family
- It was **AGREED** to proceed with the cemetery software provided by Scribe at a cost of £147 set up and £288 per year.

445/16 To consider area of reflection in Hinckley Road cemetery

The following was **RESOLVED**:

- It was **AGREED** that Cllr Palmer would look into options for this area

445/17 To consider works to the recreational ground to include repair of the climbing frame and car park extension and painting of the barrier

The following was **RESOLVED**:

- It was **AGREED** to proceed with the painting of the barrier at a cost of £370
- It was **AGREED** to proceed with the purchase and installation of the new frog climbing frame boards at a cost of £1986.99 + £198.70 postage excluding VAT and £60 installation
- It was **NOTED** that the clerk was obtaining quotes for the car park extension

445/18 To consider works to trees

The following was **RESOLVED**:

- It was **NOTED** that works to Convent Meadow had been completed at an **AGREED** cost of £1520 +£304 VAT
- It was **NOTED** that the work to reduce the poplar trees in the recreational ground had been completed at an **AGREED** cost of £1010 + £202 VAT
- It was **AGREED** to proceed with the work to prune the tree over hanging the barrier at an **AGREED** cost of £48 +VAT
- It was **AGREED** to proceed with the work to fell the poplar tree in the recreational ground at a cost of £576 + VAT
- It was **AGREED** to ask for a more detailed quote on works to the oak tree in the recreational ground

445/19 To consider the Christmas Sleigh

The following was **RESOLVED**:

- It was **AGREED** to look into the PC taking over running the sleigh next year

445/20 To consider Football Club arrangements and approve new terms and conditions

The following was **RESOLVED**:

- The new terms and conditions were **AGREED** and **ACTION** the clerk to send to the football club

445/21 To consider Remembrance Day service arrangements

The following was **RESOLVED**:

- It was **NOTED** that all arrangements were in place

445/22 To consider gov.uk domain name

The following was **RESOLVED**:

- It was **NOTED** that the clerk's new email was set up and it was **AGREED** for the clerk to set up new emails for the councillors

445/23 To consider draft budget for 2023-24 and medium/ long term project/action plan

The following was **RESOLVED**:

- The budget figures and report were discussed and **NOTED**.
- The final budget and precept will be agreed at the January 2023 Parish Council meeting.

445/24 To consider village notice board

The following was **RESOLVED**:

- It was **NOTED** that Cllr Elliott would arrange for the board to be moved.

445/25 To consider Cilca training costs for the clerk

- It was **AGREED** to pay SLCC £410 for the clerk to submit her work

445/26 To consider the 1485 sculpture

- It was **NOTED** that the suggested position of the sculpture had changed back to the entrance of the church yard

445/27 To consider Civility and Respect pledge

The following was **RESOLVED**:

- It was **AGREED** to sign up to the pledge and it was unanimously **AGREED** to adopt the dignity at work policy

445/28 To review employment life cycle, grievance, equality, disciplinary, homeworking and tree maintenance policies.

The following was **RESOLVED**:

- It was **NOTED** that no changes were required to the policies with the exception of amending chairman to chair.

445/29 To consider Members Highway Fund

The following was **RESOLVED**:

- It was **NOTED** that LCC has decided to allocate us £5000 to spend
- It was **AGREED** once the money had been received to proceed with sign cleaning at a cost of £280
- It was **AGREED** once the money had been received to proceed with reserving £1000 for the village planters
- It was **AGREED** once the money had been received to proceed with a dual bin at an approximate cost of £760 + Vat
- It was **NOTED** to discuss how to spend the remaining money at a following meeting

445/30 To consider issues relating to lamp posts

The following was **RESOLVED**:

- It was **NOTED** that LCC would not take responsibility for the lamp posts in the recreational ground and to **ACTION** the clerk to obtain quotes for maintenance and installation of solar lights.

445/31 To consider CPR training

- It was **AGREED** to book a session towards the end of January and **ACTION** the clerk to organise.

445/32 To consider renewal of back up support

- It was **AGREED** to continue with the support at a cost of £140 per year

445/33 To resolve upon the Monthly Schedule of Payments

It was **RESOLVED** that payments have been checked against the invoices by Cllr Pegg and Cllr McLean and the schedule of payments was unanimously **AGREED** and the Chairman signed the schedule. The Parish Council to proceed with payments as follows: November 2022 :clerks' salary and office expenditure £1081.52 and pavilion electricity £30.48 + £1.52 VAT, ground maintenance – contract £1932.73 ,additional work £714, playground inspection£45 phone £10.93 + £2.19 Chalkley tree services £3036.00 Village hall/Pavilion water bill £54.59,water bill Wykin Lane £14.75 grave digger £0.00,Astley comp (back up) £140.00,Fire assessment £285 + £57,Domain and emails £159.99 +£31.99,LRALC training £40, ALCC membership £50,wreath £20, sign £20 + £4 VAT, Pav lock £57

445/34 To receive and consider such communications as received by the Clerk

The following was **RESOLVED**:

Written

- HBBC statutory duty policy was **NOTED**
- Email from resident regarding parking issues at Convent Drive was **NOTED** and **ACTION** the clerk to reply to the resident and contact highways and the County Councillor.
- Email from resident regarding dog waste in the cemeteries was **NOTED** and the clerk has responded

Verbal

- None

445/35 To consider items needed to be brought to public's attention

- None.

445/36 To consider future agenda items

- King Charles III coronation
- New football terms and conditions for 2023-24
- Land at Thornfield Avenue

445/37 To consider entering a confidential session(Public Bodies Act 1960) to discuss legal matters

The following was **RESOLVED**:

- It was **AGREED** to enter a confidential session to discuss boundary issues

445/38 To consider the boundary issue

The following was **RESOLVED**:

- The letter from the solicitor was **NOTED**

445/39 To consider entering a confidential session (Public Bodies Act 1960) to discuss staffing matters

The following was **RESOLVED**:

- It was **AGREED** to enter a confidential session to discuss staffing matters

445/40 To consider clerks hours and salary

The following was **RESOLVED**:

- It was **AGREED** to increase the clerks' hours to 25 from immediate effect and for it to be reviewed in June.

The meeting closed at 10 pm

Next meeting:- Stoke Golding Methodist Church Hall, Wednesday 7TH December at 7:00pm