

Minutes of Stoke Golding Parish Council

Minutes of the 397th meeting of Stoke Golding Parish Council held in the Methodist Church Hall on Wednesday 5th December 2018

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

397/1 To receive apologies for absence: None.

397/2 To receive declarations of interest on items on the agenda and dispensations: None.

397/3 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. Convent Corner – no waiting zone.
2. Request for update on Parish Council meeting with the Crime Commissioner.
3. Police – CCTV evidence not followed up. Differences between Warwickshire and Leicestershire.
4. Local crime issues – Convent Drive and Bosworth Manor.

Borough Cllr Reg Ward reported on the following:

1. Parish and Community Initiative Fund and Developing Communities Fund now open.
2. Higham Lane – road closure.
3. HBBC Housing Strategy meeting.
4. HBBC housing stock to increase.
5. Rail Freight Depot Proposals – Blaby District.
6. Leicestershire highways, roads and infrastructure.
7. 106 monies allocated to the police are not guaranteed to be spent locally.

The following was **RESOLVED**:

- Anti- social behaviour and crime at Convent Drive and Bosworth Manor were discussed and **NOTED**.
- To **ACTION** the Clerk to forward the police report to County and Borough Councillors.
- To **ACTION** the Clerk to write to the housing associations for each development and copy to County and Borough Councillors.

397/4 Public participation – to consider any comments by the public on items on the agenda: None.

397/5 To confirm the minutes of the 396th meeting of the Parish Council:

It was **RESOLVED** that the minutes of the Parish Council meeting held on 7th November 2018 were unanimously **AGREED** and the Chairman signed the minutes of the 396th meeting as a correct record of the meeting.

397/6 To consider any matters arising from previous decisions of the Parish Council not covered by the agenda:

- Tree Concern – LCC Forestry Officer confirms that the health of the tree on the corner of Greenwood Road and Hinckley Road is being monitored and the rate of decline is considered to be slow and the risk nominal. However, a further inspection will be carried out in the next couple of weeks.

397/7 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 November 2018 was **NOTED** at £2,216.67.
- Expenditure for the month of November 2018 was **VERIFIED** at £7,806.04.
- The bank reconciliation for the month of November 2018 was **NOTED**.

b) Playground inspection:

Monthly report:

The following was **RESOLVED**:

- The movement in anchor bolts of two springers and end cap missing from chest press were discussed and **NOTED**.

c) Ground Maintenance Report

The following was **RESOLVED**:

- It was **NOTED** that the hedge at Hinckley Road Cemetery has been planted.
- It was **NOTED** that the cherry tree has been planted.
- It was **NOTED** that work to a grave memorial at St Margaret's Churchyard is complete and has revealed some damage.
- It was **NOTED** that JG will remove any obvious overhanging brambles from the hedge at the recreation field and will assess further work in spring 2019.
- It was **NOTED** that the fallen tree at the rear of the recreation field will be disposed of in the spring 2019.
- It was **NOTED** that grass cutting has ceased for the Winter and will begin again in March 2019.
- It was **AGREED** to proceed with the purchase of an electricity cable and lights for the village Christmas tree, at a cost of £49.00.
- A padlock has been purchased for the recreation field gate, at an **AGREED** cost of £10.00.

d) Crime Report

The following was **RESOLVED**:

- Crime figures for September 2018 – the following figures were **NOTED** from the police.uk website.
- 1 violence and sexual offence near Greenwood Road– investigation complete, no suspect identified.
- 1 anti-social behaviour near Greenwood Road - investigation complete, no suspect identified.
- 1 burglary near Andrew Close - investigation complete, no suspect identified.
- 1 vehicle crime near Ivy Close - investigation complete, no suspect identified.

e) Report by Clerk on other matters

The following was **RESOLVED**:

- A report on Purdah was circulated to all councillors prior to the meeting and was **NOTED**.

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

The following was **RESOLVED**:

- A report on the Rural Conference by Cllr Terheege was **NOTED**.
- A report on the LCC Unitary Proposals Focus Group by Cllr Smith was **NOTED**.

397/8 Planning Application Matters:

Planning applications were considered and any comments resolved as follows:

a) New Applications:

- Laburnum Cottage, High Street, SG – variation of conditions 2,7,8,110,11,12 of planning application 17/00484/FUL to enable the development to be carried out in accordance with amendments to the layout, access, hammerhead design, landscaping, boundary treatments, ground and finished floor levels and house types.
- Willow Barn, Wykin Lane, SG – single storey extension to serve integral garage.
- Land Off Hinckley Road, SG – variation of condition 2 of planning permission 17/00130/FUL for external alterations to dwelling on plot 63.

RESOLVED COMMENT: The Parish Council has no concerns with the changes outlined in this planning application and can confirm that the submitted landscaping scheme is still one that would be supported and enable the public open space to be managed and maintained by the Parish Council.

b) Amended:

None.

c) Permissions approved:

None.

d) Refusals:

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

e) Appeals:

None.

f) Withdrawn:

- 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.

397/9 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 19th November and 3rd December were **NOTED**.
- An update by the Chair of the NPAC was **NOTED**.
- A quotation, project plan and Terms of Engagement for a consultant were **NOTED**.
- It was **AGREED** that to comply with the tendering regulations set out in the Standing Orders and Financial Regulations two further quotations should be sought.

- It was **AGREED** that funding would need to be confirmed before entering in to a contract with the chosen consultant.

397/10 To receive an update on Sport in Stoke Golding (SISG)

The following was **RESOLVED**:

- It was **NOTED** that an architect surveyor will visit the site this week to draw up an initial plan.
- Developing Communities and Pro-help funding were discussed.

397/11 To update on works at Hinckley Road Cemetery

The following was **RESOLVED**:

Wall and Gate Damage

- It was **NOTED** that work should take place in January subject to weather.

Trees

- Quotations were discussed and **NOTED**.
- It was **AGREED** to proceed with the recommended work by Chalkley Tree Services, at a cost of £1,120.00.
- It was **AGREED** to proceed with a request for permission from the Diocese of Leicester under: B6 (3) All other works to trees.
To **ACTION** the clerk to make the necessary arrangements.

Boundary

- A meeting and subsequent written request from a resident to move the boundary at Hinckley Road Cemetery were **NOTED**.
- It was **AGREED** that at this time there is no reason to adjust the boundary which is currently the resident's fence which was put in by the developer when the house was constructed.
- To **ACTION** the Clerk to reply to the resident.

Litter Basket

- It was **NOTED** that the Charity of Thomas Barton has **AGREED** to fund the litter bins at both cemeteries, subject to their logo on the bins.
- It was **AGREED** to proceed with the purchase of two bins, at a revised cost of £1,189.00.
- Faculty information was **NOTED** and it was **AGREED** to apply for a faculty from the Diocese of Leicester.
- To **ACTION** the Clerk to make the necessary arrangements.

397/12 To update on Vehicle Activated Signs

The following was **RESOLVED**:

- It was **NOTED** that a meeting with the Police and Crime Commissioner has taken place.
- To **ACTION** Cllr Mitchell to forward all information to County Councillor Ould as requested.
- Letters to the Crime Commissioner, County Councillor Ould and AW were **AGREED**.
- To **ACTION** Cllr Mitchell to send out letters.

397/13 To review Health and Safety Policy and update on risk procedures

The following was **RESOLVED**:

- It was **NOTED** that the Health and Safety Policy has been reviewed and requires no amendments.
- It was **NOTED** that the annual risk assessment for the meeting venue was carried out on the 5th December 2018.
- It was **NOTED** that the Clerk has no health and safety concerns regarding the work place and has carried out a visual inspection of electrical equipment owned by the Parish Council.
- A PAT testing schedule based on Health and Safety Executive guidance was **NOTED**.

397/14 To review ground maintenance contract specifications for April 2019

The following was **RESOLVED**:

- The amended specifications were **NOTED** and **AGREED**, at an increase of £1,157.80 per annum.

397/15 To consider the annual donation for defib electricity

The following was **RESOLVED**:

- It was **AGREED** to proceed with a donation for defibrillator electricity, at a cost of £25.

397/16 To update on memorial safety - gravestone repairs

The following was **RESOLVED**:

- Information regarding free safety inspections by Sellers was **NOTED**.
- Environmental Improvement Programme funding advice was **NOTED**.
- Faculty advice from the Diocese of Leicester was **NOTED**.

- It was **AGREED** to proceed with safety inspections at Hinckley Road and Wykin Lane Cemeteries and St Margaret's Churchyard.
- To **ACTION** the Clerk to update the PCC.

397/17 To update on the deterioration of the noticeboard on the Wykin Lane footpath

The following was **RESOLVED**:

- It was **AGREED** to proceed with the repair of the noticeboard, at a cost of £275.00.

397/18 To consider Tree Warden matters

The following was **RESOLVED**:

- It was **AGREED** that the Parish Council should withdraw from the Tree Warden Scheme.
- To **ACTION** the Clerk to write to the Tree Warden and the scheme contact.

397/19 To update on re-location of noticeboard and planters

The following was **RESOLVED**:

- Planters and PC noticeboard were relocated, at an **AGREED** cost of £30.
- Resident's comments regarding relocation of the village noticeboard were **NOTED**.
- It was **AGREED** that the decision not to move the noticeboard still stands.
- To **ACTION** the Clerk to reply to the resident.

397/20 To update on planter maintenance and planting

The following was **RESOLVED**:

- It was **NOTED** that the Winter planting has taken place, at a cost of £289.93.
- It was **AGREED** that MS should paint the wooden planters in the centre of the village.
- It was **AGREED** to ring-fence £200 for extra planter work in 2019/20.

397/21 To consider the annual tree inspection

The following was **RESOLVED**:

- It was **NOTED** that two contractors can carry out this work.
- It was **AGREED** that this should be considered again when the tree work at Hinckley Road Cemetery is complete.

397/22 To consider works to St Margaret's Churchyard wall

The following was **RESOLVED**:

- It was **AGREED** to contact the HBBC Conservation Officer for advice regarding the necessary work.
- To **ACTION** the Clerk to update the PCC.

397/23 To consider maintenance of the gate at Wykin Lane wild area

The following was **RESOLVED**:

- It was **AGREED** to seek a quotation from MS for repair of the gate.

397/24 To consider works to the village sign and surrounding trees

The following was **RESOLVED**:

- It was **AGREED** to proceed with the renovation of the sign frame, at a cost of £294.00.
- To **ACTION** the Clerk to inform HBBC of the dead tree.

397/25 To consider planting of donated bulbs

The following was **RESOLVED**:

- To **ACTION** the Clerk to write letter of thanks to resident.
- To **ACTION** the Clerk to contact the PCC regarding possible planting at the Churchyard.

397/26 To consider request for additional pitch marking

The following was **RESOLVED**:

- To **ACTION** the Clerk to liaise with JG and the Youth FB Club to make the necessary arrangements.

397/27 To consider works to Wykin Lane Cemetery pathways

The following was **RESOLVED**:

- To **ACTION** the Clerk to seek quotations for block paving.

397/28 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: November 2018: Harry Shaw Business Computers – Office renewal £113.76, Bugler £35.00, LRALC training £40.00, gravedigger £200.00 and December

2018: pavilion electricity £17.00, admin – clerk’s salary and office expenditure £594.37, LexisNexis – Local Council Administration book £110.99, Stoke Golding Methodist Hall – room hire and defib electricity £208.75, HBBC - WL business rates £1,300.75, CEC Ltd – refund of payment made in error, ground maintenance – contract £1,551.31, additional work: HR hedge and trees, Churchyard memorial clearance £1,700.00, relocation of noticeboard and planters £30.00, play area inspection £20.00, planters and Xmas tree £348.93.

397/29 To receive and consider such communications as received by the Clerk

The following was **RESOLVED**:

Written

- An email from a developer regarding inclusion of land near Stoke Golding in the Neighbourhood Plan was **NOTED** and to **ACTION** Clerk to reply.

Verbal

- To **ACTION** the Clerk to thank those involved with Remembrance Day arrangements: Scouts, the Charity of Thomas Barton and JW.
- Dial-a-ride information was **NOTED** and will be forwarded to the Stoker.
- Police Youth Survey was **NOTED** and will be forwarded to the Scouts.
- Community, cultural and Tourism Facilities Review was **NOTED** and to **ACTION** Cllr Fisher to complete.

397/30 To consider items needed to be brought to public’s attention

None

397/31 To consider future agenda items

The following was **RESOLVED**:

- To consider the implications of the Website Accessibility Regulations.
- To consider the proposals for a Unitary Authority.
- To consider bus shelter maintenance.
- To update on the 1485 trail.
- To review General Works Contract Conditions for Tender and Terms of Payment. (February 2019 agenda).
- The following was discussed and **NOTED**: post office services, street signs, barrier at rec.

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

The meeting closed at 9.50pm

Next meeting:- Methodist Hall, Wednesday 2nd January 2019 at 7pm