

**Minutes of Stoke Golding Parish Council**

Minutes of the 433rd meeting of Stoke Golding Parish Council held in the Methodist Church hall on Wednesday 1<sup>st</sup> December 2021

**Attendance:** Cllr R Terheege ( in the chair), Cllr R Fisher ,Cllr A McLean ,Cllr C Pegg ,Cllr K Elliott, Parish Clerk Mrs S Beale, Borough Cllr Jonathan Collett, 3 residents.

**434/1 To receive apologies for absence:** Cllr V Palmer, Cllr N Smith , Mervyn Ward

**434/2 To receive declarations of interest on items on the agenda and dispensations:**

The following was **RESOLVED:**

- It was **NOTED** that all Councillors have a pecuniary interest in item 434/9.
- 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 pecuniary interest in item 434/10 and a dispensation was previously **AGREED** for any discussion and vote in relation to the Convent Drive Open Space until 31<sup>st</sup> March 2023.
- It was **NOTED** that Cllr Pegg has declared a pecuniary interest in item 434/17 and a dispensation was previously **AGREED** for any discussion and vote in relation to the Bosworth Manor Open Space until 31<sup>st</sup> March 2023.
- A dispensation was previously **AGREED** for all Councillors to participate in any discussions and vote in relation to the budget and setting of the precept for four years.

**434/3 To receive report by the Borough Councillor and County Councillor**

County Councillor Bertie Harrison-Rushton sent a report:

- Prominent issues across the division are speeding, and officers have been helpful in carrying out speed surveys for concerned residents. Additionally, concerns have been raised with me regarding damaged roads and pavements, road signs and issues with traffic control measures.  
Thank you all for continuing to raise relevant issues with me, and your continued support as we work collaboratively together to support residents and communities.

Borough Cllr Jonathan Collett reported, and the following was discussed:

- He had attended full council and Stoke Golding had been praised for their efforts on saving The Baxter Hall for the village.
- The local plan had not been presented as the County Council and the Borough Council were still in disagreement. There will be another meeting in January.
- More drivers have been employed to help with the waste collections.
- Bosworth Manor potholes were discussed.

**434/4 Public participation – to consider any comments by the public on items on the agenda:**

The following was **RESOLVED:**

- Comments regarding Neighbourhood Plan revision were **NOTED**

**434/5 To confirm the minutes of the 433rd meeting of the Parish Council:**

It was **RESOLVED** that the minutes of the Parish Council meeting held on 3<sup>rd</sup> November 2021 were unanimously **AGREED** and the Chairman signed the minutes of the 433<sup>rd</sup> meeting as a correct record of the meeting.

**434/6 To consider any matters arising from previous decisions of the Parish Council not covered by the agenda:**

**Updates:**

- E.I.P grants have been received for War memorial cleaning and grave repairs.
- The Village Hall Management Committee have agreed to pay for the tree work in the recreational ground to enable them to install Wi-Fi.
- External back up has now begun
- Water leak in the recreational field is fixed
- Unauthorised gravel on grave in Hinckley Road has been removed.
- Payroll with an accountant will start from December
- Scribe accountancy software is all set up and running

#### **434/7 Reports of elected officers of the council and the clerk:**

##### **a) Financial Progress Report**

The following was **RESOLVED**:

- The Financial Report for November was unanimously **AGREED** and signed by the Chair.
- Income for the month of November was **NOTED** at £16,521.50
- Expenditure for the month of November 2021 was **VERIFIED** £7206.93 with £ 267.98 VAT to be reclaimed.
- The bank reconciliation for the month of November was **NOTED**

##### **b) Playground inspection:**

Monthly report:

The following was **RESOLVED**:

- A full safety inspection report was **NOTED**
- The ROSPA reports were **NOTED** and to **ACTION** clerk to obtain quotes for work required

##### **c) Ground Maintenance report:**

The following was **RESOLVED**:

- The white beam tree for Wykin lane has been ordered.
- Autumn topping on wildflower meadow done.
- Church walks hedging done.
- All grass cutting now finished
- Relook at Laburnum Gardens quote
- Weedkilling done now until the spring.
- Will complete rose bed maintenance shortly

##### **d) Crime Report:**

The following was **RESOLVED**:

- Crime figures for September 2021 – the following figures were **NOTED** from the police.uk website:  
4 x Violent and sexual offence and 2 x public order

##### **e) Report by Clerk on other matters:**

The following was **RESOLVED**:

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

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

The following was **RESOLVED**:

- Cllr R Terheege had attended The Baxter Hall opening ceremony and wanted to give thanks to Jane White and the committee for all their hard work.
- Cllr R Terheege had attended the Peace Tea on Remembrance Day. It was very well attended, and she wanted to thank the 1<sup>st</sup> Stoke Golding (St Margaret's ) Scout group for all their hard work .
- Cllr R Terheege and Cllr A McLean had attended a meeting with The Charity of Thomas Barton to investigate coordinating spending for the village and to **ACTION** the clerk to notify the charity of any suggestions with estimated costs.
- Cllr R Terheege had attended a meeting with organisations in Stoke Golding to coordinate grant funding options.

#### **434/8 Planning Application Matters:**

Planning applications were considered, and any comments resolved as follows

##### **a)New Applications:**

- 21/0008/TPORD tree preservation order Stoke Fields Farm

**RESOLVED COMMENT:** No concerns

##### **b) Amended/Resubmitted**

None

##### **c) Appeals:**

- 21/00251/FUL Dog care facility land east of Higham Lane appeal lodged 22<sup>nd</sup> November ; no information has been received by the Parish Council and to **ACTION** clerk to make further enquiries.

##### **d) Withdrawn:**

None

##### **e) Refused:**

None

##### **f) Approved:**

None

##### **g) Declined to Make**

None

## h) Consultations

None

### 434/9 To receive the minutes of Neighbourhood Plan Advisory Committee (NPAC) meetings and to consider any recommendations

The following was **RESOLVED**:

- Minutes of the NPAC meeting held on the 22<sup>nd</sup> November 2021 were **NOTED**.

A report by Cllr R Terheege was **NOTED** and included:

- A further grant has been received for £1365 to cover the consultants cost for work post the examiner's report.
- Cllr R Terheege and Mervyn Ward attended a meeting with Matt Bowers at HBBC to discuss concerns relating to the Neighbourhood Plan and HBBC's interpretation of the policies and the problems with the length of time until the referendum.
- The earliest date that HBBC can do the referendum is the 3<sup>rd</sup> March . This is due to poor staffing levels. The Parish Council **AGREED** to reluctantly accept this date and to **ACTION** clerk to confirm date with HBBC and to ask that it be moved forward if possible and to contact Dr Luke Evans MP to arrange a meeting to discuss our disappointment and concerns .

### 434/10 To receive an update on Convent Open Space meeting and update on Convent Open Space (COSC)

The following was **RESOLVED**:

- Minutes of the COSC meeting held on 17<sup>th</sup> November 2021 were **NOTED**.
- It was **AGREED** to go ahead with the clearing of the playground area for a ROSPA inspection at a cost of £83.25 and **ACTION** the clerk to contact ROSPA.
- It was **AGREED** that the COSC could spend up to £300 on emergency work without first getting approval from the Parish Council and to let the clerk know of any spending.

A report by Cllr C Pegg was **NOTED** and included

- Still waiting to hear from Severn Trent Water to arrange a site visit.
- Still waiting for information from the Forestry Commission.

### 434/11 To consider allotment tenancy agreement.

The following was **RESOLVED**:

- **To ACTION** the clerk to contact Zurich Insurance.

### 434/12 To update on works to recreational field ditch area.

The following was **RESOLVED**:

- **To ACTION** the clerk to contact Davidsons for an update.

### 434/13 To update on drainage work at Wykin Lane Cemetery

The following was **RESOLVED**:

- **To ACTION** the clerk to arrange for drainage work to be done at an estimated cost of £21417.80 plus £4283.56 and to apply for a grant from the Parish Initiative Fund.

### 434/14 To consider works to Hinckley Road and Wykin Lane Cemetery

The following was **RESOLVED**:

- It was **NOTED** that concerns relating to the DEFRA consultation and the proposed resizing of grave plots would have an impact and NALC had been notified .
- It was **AGREED** that if drainage was a problem for a pending burial and a double grave was not possible a second single grave would be given free of charge. **To ACTION** the clerk to notify the cemetery administrator and advise that the issue would be looked at on a case-by-case basis.

### 434/15 To consider Laburnum Gardens Open Space

The following was **RESOLVED**:

- It was **NOTED** that the £12,000 maintenance money to cover the next 20 years had been received .
- It was **NOTED** that Cartwright Homes had asked for costings for the bench and plaque they were willing to pay for to be placed at Laburnum Gardens . **To ACTION** the clerk to obtain a quote for a bench with plaques.

#### **434/16 To update on maintenance of the pavilion**

The following was **RESOLVED**:

- To **ACTION** the clerk to invite the architect to attend a meeting.
- It was **NOTED** that the football association would send through ideas and VAT implication information

#### **434/17 To consider Bosworth Manor Open Space**

The following was **RESOLVED**:

- To **ACTION** the clerk to contact the County Council, Morris Homes, Cllr Bertie Harrison-Rushton and Dr Luke Evans MP regarding the pothole issues.
- It was **NOTED** there was nothing to report on the land transfer.

#### **434/18 To consider The Queens Platinum Jubilee**

The following was **RESOLVED**:

- It was **NOTED** that the working party would meet in January .

#### **434/19 To update on play equipment matting safety**

The following was **RESOLVED**:

- It was **AGREED** to proceed with work to matting at a cost of £2300 and to **ACTION** the clerk to contact Ace of Spades Landscaped and to ask for the work to be done in the spring.

#### **434/20 To consider replacing dog waste bin.**

The following was **RESOLVED**:

- It was **NOTED** that the bin near Bosworth Manor could be changed to a normal waste bin and would need to be moved to a different location. It was **AGREED** to action the clerk to contact HBBC.

#### **434/21 To consider the moving of Convent Drive sign.**

- It was **AGREED** to proceed with a new heritage sign at Convent Drive at an estimated cost of £184.40.
- It was **NOTED** that HBBC will move the existing sign further along the St Martin's School fence to a more visible position.

#### **434/22 To consider Members Highway Fund and Parish Initiative fund.**

The following was **RESOLVED**:

- It was **NOTED** that we had been offered £1500 towards new bins from the Members Highway Fund. To **ACTION** the clerk to accept the offer and to look into a dual bin for the centre of the village .
- It was **AGREED** to apply for the Parish Initiative fund as mentioned in agenda item 434/13

#### **434/23 To consider forming a planning committee**

The following was **RESOLVED**:

- It was **AGREED** to continue discussions at January's meeting.

#### **434/24 To review Health and Safety policy and procedures.**

- It was **NOTED** that the policy was up to date.

#### **434/25 To consider the annual donation for defibrillator electricity.**

The following was **RESOLVED**:

- It was **AGREED** to proceed with a donation for defibrillator electricity, at a cost of £25 under S137 expenditure.

#### **434/26 To consider the annual renewal of the payphone kiosk.**

The following was **RESOLVED**:

- To **ACTION** the clerk to find out how much usage the kiosk had for it to be further discussed at January's meeting.

#### **434/27 To consider ground maintenance specifications 2022.**

The following was **RESOLVED**:

- It was **NOTED** that review was ongoing.

#### **434/28 To consider requirements for next year's budget and any medium to long term projects**

The following was **RESOLVED**:

- The final budget and precept will be agreed at the January 2022 Parish Council meeting.

#### **434/29 To resolve upon the Monthly Schedule of Payments.**

It was **RESOLVED** that payments have been checked against the invoices and the schedule of payments was unanimously **AGREED** and the Chairman signed the schedule. The Parish Council to proceed with payments as follows:

Pavilion Elec £32 inc £1.52 VAT . Accountancy software £616.80 inc £102.80 VAT . NP Grant £1638 inc £273 VAT. Water leak repair £1020 inc £170 VAT. Comp backup £120 . Business subscription renewal £113.76 inc £18.96 VAT ALCC membership £40. Clerks salary and petty exp £645.93. NS&I bank transfer £11,400 . LRALC training £85 Playground inspection x two months £50 . Ground maintenance £1773.31. Works phone £14.56 inc £2.43 VAT.

#### **434/30 To receive such communications as received by the Clerk.**

The following was **RESOLVED**:

##### **Written**

- Reply Dr Luke Evans regarding interpretation of the Neighbourhood Plan.
- Email from Friends of the Community asking for a copy of the letter sent to HBBC regarding NP policy interpretation. It was **NOTED** a copy had been sent to them.
- Email with tree suggestions for Convent Open Space was **NOTED**.
- Email regarding cricket pitch availability. It was **NOTED** that further information would be sent to the clerk.
- Email asking for feedback on training courses from the LRALC. To **ACTION** the clerk to complete the survey.
- Email regarding barrier on Hinckley Road .To **ACTION** the clerk to look into the matter.

##### **Verbal**

- Resident concerns relating to the application for the dog care facility 21/00251/FUL land east of Higham Lane is going to appeal was **NOTED** and discussed in agenda item 434/8
- Trampling of wildflower meadow by horse or sheep. To **ACTION** Cllr K Elliott to organise.

#### **434/31 To consider items needed to be brought to public's attention**

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

#### **434/32 To consider future agenda items**

The following was **RESOLVED** for the January agenda:

It was **NOTED** that the following items should be added to a future agenda .

- Vacancy for new chair from next May.

#### **434/33 To consider entering a confidential session for legal matters.**

The following was **RESOLVED**:

- It was **AGREED** to enter a confidential session and members of the public were asked to leave the meeting.

#### **434/34 To consider boundary dispute.**

The following was **RESOLVED**:

- It was **NOTED** that a complaint had been raised to Zurich Insurance.

#### **434/35 To consider entering a confidential session to discuss staffing matters:**

The following was **RESOLVED**:

- It was **AGREED** to enter a confidential session and the clerk was asked to leave the meeting.

#### **434/36 To consider clerks appraisal and wages**

The following was **RESOLVED**:

- It was **AGREED** that the clerk's appraisal would take place after a year of employment .
- It was **AGREED** to offer the clerk 7 more hours a week and offer a pay rise from SCP 9 to SCP 11 to be backdated from the date of the last meeting.

The meeting closed at 9:00 pm

**Next meeting:- Stoke Golding Methodist Church Hall, Wednesday 12<sup>th</sup> January at 7.00pm**