

STANTON UNDER BARDON PARISH COUNCIL

Unapproved



Parishioners: 5

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 6TH JUNE 2017, AT THE VILLAGE HALL, STANTON UNDER BARDON, LEICESTERSHIRE, COMMENCING AT 7PM

PRESENT: Mr Bridges (Chairman)(In the Chair)
Mrs Briggs
Mr West
Mr Geary
Mr Briggs

Councillor M Lay (HBBC)

CLERK: Ms Beesley

Mr Stuart Bridges welcomed everyone to the meeting.

Apologies for absence – County Councillor P Bedford

8/17-18 DECLARATION OF INTERESTS

Mrs Briggs declared a non-pecuniary interest in the village hall.

9/17-18 MINUTES OF THE PREVIOUS MEETINGS

It was proposed by Mr Briggs, seconded by Mr Geary and

RESOLVED: That the minutes of the following meetings be approved and signed by the Chairman as a correct record:

- (a) Parish Council Meeting held on 2nd May 2017
- (b) Annual Parish Council Meeting held on 9th May 2017
- (c) Annual Parish Meeting held on 9th May 2017

10/17-18 MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETINGS

(a) Minute Nos. 176/17 and 148/17 Speed Camera

Mrs Briggs reported that she had been in contact with Leicestershire County Council. They had forwarded a Memorandum of Understanding for signature by both this council and Markfield Parish Council. Following receipt of this, a site visit will be arranged to determine the permissible locations for the speed camera. It was -

RESOLVED: That the Chairman sign the Memorandum and that it be sent to Markfield PC for their signature and onward transmission to LCC.

(b) Minute No. 163/17 – Weed Spraying

Mr Lay reported that Markfield PC employed Mathew Springthorpe of Ibstock for their hanging baskets and that the Borough Council could undertake spraying works at cost.

It was RESOLVED to pursue these contacts.

(c) Street Signs

It was RESOLVED that this matter would be deferred at the present time and that application be made under the Parish and Community Initiatives Fund in the New Year.

11/17-18 (d) Minute No. 167/18 Village Hall
Mrs Briggs reported that the plumber had not been in touch and she would chase him. Persimmons had arranged a speedy repair to the manhole cover.

(e) Minute No. 177/17 – Sale of Land by Persimmon
This matter was now nearing completion.

(f) Minute No. 170/17 – Barbed Wire
The Chairman reported that he has spoken to the farmer. He was unable to add any additional information.

12/17-18 REPORT BY COUNCILLOR BEDFORD
The report of Councillor Bedford was received and noted.

13/17-18 REPORT BY COUNCILLOR LAY
The applications by organisations within Stanton under Bardon for Parish and Community Initiative Grants had been approved. For the first time, demand has exceeded supply and applications over the Borough had been refused, these included speed signs and hanging baskets. Play equipment had been approved. The scheme would be in place for next year.

An independent report on the efficiency of in-house services had scored the Borough highly against benchmarks.

THE MEETING WAS ADJOURNED TO ENABLE COMMENTS/QUESTIONS TO BE PUT BEFORE THE CHAIRMAN (MAXIMUM 10 MINUTES)

Questions were asked on the future of the Youth Club as this had been fenced off. It was agreed that the Parish Council would try to ascertain the intentions of Hansons.

It was noted that two of the lights in the village had not been converted to LEDs and were yellow. This to be reported to LCC.

The sign at the entrance to the footpath opposite the Old Thatched Inn was illegal and could be removed.

LCC had been asked to undertake mowing to the grass verges. The area was scheduled for next week.

Mr Briggs reported that the provision of the two bus stops was in the hands of the Department of Transport who would make the requisite traffic regulations and would subsequently inform the bus company.

14/17-18 AUDIT 2016/17
(a) The internal audit had been completed. The only issue raised had been the lack of contract of employment in respect of the Parish Clerk. It was agreed that this would be addressed.

Following detailed review of the audit

RESOLVED:

- (i) That the internal audit be received.
- (ii) That arrangements be made to issue a contract of employment to the Parish Clerk.

(b) Members reviewed the schedules to be presented to the external auditor. The Clerk required more information on certain aspects which exceeded normal guidelines under Schedule C1. Box No. 3 was as a result of section 106 monies received from HBBC in

accounting year 2015/16 being spent in accounting year 2016/17 and a payment received in the accounting year from HMRC in respect of VAT charged by Persimmon on the construction of the Village Hall and which was subsequently claimed. Box 4 was as a result of under payment of tax to HMRC. Box 6 was as a result of expenditure on the new pathway (the section 106 monies) and expenditure on acoustic panels within the Village Hall. With respect to the amount of money held in the bank accounts (Schedule E), this was the surplus from the sale of the bottom allotment site and the Council has agreed to move this to long term investments, as per minute no. 7-17/18 of 9th May 2017.

RESOLVED:

- i) That the Accounting Statement 2016/17 be accepted and signed by the Chairman.
- ii) That the Annual Governance Statement be received and signed and dated by the Chairman.
- iii) Having received and signed the Annual Governance Statement, it was RESOLVED that the Accounting Statements be received and signed and dated by the Chairman.
- iv) To approve and announce the date of Wednesday 7th June 2017 as the "Notice of Date of Commencement of Period for the Exercise of Public Rights
- v) That arrangements be made for the requisite papers to be published on the Council's website and noticeboard.

15-17/18 STAFFING – NEW CLERK

Four applications have been received. It was RESOLVED that interviews be held on the evenings of 22 and 23 June and that the interviewing panel be the Chairman, Mr Geary and Mr Briggs.

16-17/18 FINANCIAL REPORT

(a) The Financial Report, detailing income and expenditure, was presented by the Clerk. It was proposed by Mr Bridges, seconded by Mr Briggs and

RESOLVED: That the report be received.

(b) It was agreed that Mr Briggs should be reimbursed the £29.99 in respect of the Council's website fee to Spanglefish.

(c) The action taken out of meeting to renew the Council's public liability insurance was approved.

(d) That the new Clerk to the Council be asked to investigate the possibility of acquiring a Council Debit Card.

(e) The Clerk reported ongoing issues with respect to HMRC and taxation. She had recently had to restore data to her computer, which had aggravated the situation. The issue of P45 and P60 forms were outstanding. She would provide a full report to the next meeting.

(f) Mrs Briggs reported that LRALC had reported with regard to the lack of a formal minute for the sale of the allotment site. Their advice is "This is clearly not a desirable situation. Council decisions and the powers relied on in taking those decisions are to be recorded in the minutes and I urge the Council to ensure this happens in the future. However the decision was made and presumably the land sold in reliance of that decision. That sale will stand on the basis the parties entered into a contract for the disposal and purchase of land in good faith and the intricacies of local government decision making would have no bearing on such a commercial agreement."

RESOLVED: That the advice be received and the Council will ensure that in future all matters pertaining to its business are fully and faithfully recorded.

Mrs Briggs reported that Grant Thornton appear to be concerned with the refund from HMRC with regard to the VAT on the village hall and had asked for minutes, emails and notes. The Clerk to let Mrs Briggs have any copies of emails to/from HMRC.

17/17-18 NEIGHBOURHOOD DEVELOPMENT PLAN

Mr Briggs informed the meeting that the Steering Group had been established. Three consultation meetings had been held and it had been agreed that the designated area would be the two parish boundaries. A draft submission letter and statements had been written and would be submitted to HBBC shortly. The Rural Community Council had been appointed by HBBC to provide assistance to parishes in creating their Plans. The next phase would be to devise and distribute a questionnaire to all businesses and residents in the plan area. The Steering Group has now a website set up at <http://www.spanglefish.com/mineralandwaterneighbourhoodplan.co.uk>

Mr Briggs asked if the Council would be prepared to provide a cash flow fund to assist in payment for printing, advertising etc. Bagworth and Thornton Parish Council have already one in existence. It was hoped that, by careful and prudent management, the cost of the plan would fall within the £9000 grant available from "Locality". It was proposed by Mr Geary, seconded by Mr Bridges and

RESOLVED: That an amount of £5000 be made available within the budget in order to deliver Neighbourhood Development Plan for the two parishes and that, where appropriate, Mr Briggs negotiate the ratio of payment between Bagworth and Thornton Parish Council and Stanton-under-Bardon Parish Council.

18/17-18 PARISH PROPERTIES

(a) Recreation Ground.

Mr Briggs had undertaken an inspection and it was generally in good condition. It had recently been mown. Bins were clean and empty. The recycling bins had arrived and were in use. There was activity of mole activity in the children's play area. Mr Clark agreed to take appropriate action.

(i) Mr Briggs had been approached by a group of mothers who had requested if two additional bench seats could be provided. RESOLVED: That Mr Briggs order two additional park bench seats.

(ii) Mr Briggs referred to the wear and tear to the kiddies swing cradle previously reported, requiring the replacement of either the complete swing seat or the crutch straps. It was RESOLVED that Mr Briggs acquire two sets of crutch straps.

(iii) The slide required attention and nuts tightend. Mr Geary agreed to investigate.

(iv) Mr Briggs reported that the order for the new slide and gates had been placed but he had not yet received a delivery date.

(v) The annual inspection has not yet been undertaken. Mrs Briggs referred to a training course for recreation ground equipment inspection to be run by LRALC. It was agreed that additional information be sought as to the level of this course and whether it could replace the Wicksted inspection.

(b) Allotments

(i) Mr Bridges had undertaken the monthly inspection. Plot No. 1 (Bottom Allotments) had only been rotovated and not cultivated. This plot has been the subject of numerous letters and it was RESOLVED that the allotment holder be given 7 days to work on the plot or the licence would be terminated.

Mr Geary reported that his sister wished to take over Plot 14 on the Top Allotments. It was agreed that this plot be let, with no charge for the first year.

There was a significant amount of rubbish left by previous tenants. It was RESOLVED that the Clerk write to these tenants asking them to remove their property. If they fail to do so, it was FURTHER RESOLVED that the Council would arrange for removal and charge the former tenants.

(ii) The Council had received a request from an allotment holder who wished to paint their shed in colours other than the "natural" colours stipulated in the Tenancy. It was RESOLVED that this request be refused.

(iii) An application has been received for a polytunnel, size 10 x 6ft. RESOLVED that this request be approved.

(iv) Allotment Sub Committee – Only one allotment holder had responded. RESOLVED to discuss this at the next meeting.

(c) Mrs Briggs presented three quotations for the provision of outdoor gym equipment on the recreation ground, the cost of which is to be met from Section 106 monies. It was RESOLVED that the scheme submitted by HAGS be accepted. Mrs Briggs undertook to make the necessary application for release of the Section 106 to HBBC and to inform HAGS accordingly.

19/17-18 PLANNING

(a) Applications, Permissions Granted and Breach of Condition Notice – Solar Farm, Thornton lane

The report was received. No comments to be submitted.

(b) The Council considered the previous application made by Mr Clark for a field gateway to be made on Main Street. It was agreed that the present access would be dangerous when exiting with a horse box and the proposed site gave better visibility. In response to a question, Mr Clark stated that it was not possible to meet HBBC's requirements with regard to the splay. It was RESOLVED that the Council write to the Head of Planning supporting Mr Clark.

The next Parish Council Meeting is to be held on 4 July 2017, commencing at 7pm

Meeting closed at 9.40 pm

Matters Pending to be actioned before the next meeting.

Contact Markfield for details of hanging basket/spraying contractor
Let HAG know decision re gym equipment

Contact HBBC to access Sec 106 money
Let other contractors know
Letter to HBBC re Mr Clark
Letter to allotment holder re shed
Letter to Plot 1 bottom allotments – 7 days notice
Lettings of plots to new allotmenters
Letter re removal of allotment rubbish (Top)

Approval of polytunnel

Interviews for clerk Arrange candidates interview
Emails re VAT to MEB
Letter to Grant Thornton
Identify and order 2 x seats for erection asap
Repairs to Slide
Recreation ground inspection course
Future intentions of youth club ground
Purchase swing parts