

Medbourne Parish Council

MINUTES OF THE MEETING HELD IN THE VILLAGE HALL MONDAY 2 NOVEMBER 2015

- Councillors present: Pilkington (Chair), Cory, Gidley-Wright, and Shaen-Carter.
- Also present: 12 members of the public, and Graham Thomson (Clerk to the Council).
- 104.0 **TO ACCEPT, OR OTHERWISE, APOLOGIES FOR ABSENCE RECEIVED**
An apology for absence was received and accepted from Councillor Easton.
It was noted that District Councillor Rickman was not able to attend the meeting.
- 105.0 **TO NOTE ANY DECLARATIONS OF INTEREST RECEIVED**
Councillor Pilkington declared an interest in item 112.1 (15/01653/FUL, Change of use of land from paddock to residential curtilage (retrospective) at Bridgedale Barn Brook Terrace Medbourne).
- 106.0 **TO DETERMINE ANY REQUESTS FOR DISPENSATION**
The Clerk reported that no requests had been received.
- 107.0 **PUBLIC REPRESENTATIONS**
No public representations were made.
- 108.0 **CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 12 OCTOBER 2015**
Councillor Gidley-Wright MOVED, Councillor Shaen-Carter SECONDED and it was RESOLVED that the minutes be confirmed and signed by the Chair, subject to the correction of typographical errors.
- 109.0 **TO RECEIVE FACTUAL UPDATES OF MATTERS ARISING FROM THOSE MINUTES NOT MENTIONED ELSEWHERE ON THE AGENDA**
There were no items raised.
- 110.0 **TO CONSIDER AND IF SO RESOLVED TO ADOPT REVISED STANDING ORDERS**
The Clerk reported that amendments suggested had been incorporated into the draft document presented. Councillor Gidley-Wright MOVED, Councillor Shaen-Carter SECONDED that the revised Standing Orders be accepted and adopted.
In accordance with Standing Order 62, consideration of the motion was adjourned without discussion to the next ordinary meeting of the Council.
- 111.0 **TO CONSIDER AND IF SO RESOLVED TO ADOPT A SAFEGUARDING POLICY**
The Clerk had previously circulated a draft policy document for consideration. He confirmed that DBS checks would only be required following a clear risk assessment. Councillor Gidley-Wright MOVED, Councillor Cory SECONDED and it was RESOLVED that the policy be accepted and adopted.
- 112.0 **TO CONSIDER AND MAKE COMMENT ON PLANNING MATTERS**
Councillor Gidley-Wright MOVED, Councillor Shaen-Carter SECONDED, and it was RESOLVED that:-
the Clerk circulate the draft wording of proposed responses to planning matters prior to submission and be authorized to submit the comments on receipt of a simple majority of Councillors assenting.
- 112.1 Councillor Shaen-Carter reported on the applications received by the Council since the last meeting.
15/01653/FUL, Change Of Use Of Land From Paddock To Residential Curtilage (Retrospective) At Bridgedale Barn Brook Terrace Medbourne
Councillor Pilkington declared an interest in this matter, left the meeting and took no part in the discussion or voting thereon.
In the absence of the Chair, Councillor Gidley-Wright took the Chair.
It was noted that the proposed area in question was small, had restricted access and limited visibility to the whole plot. Councillor Corby MOVED, Councillor Shaen-Carter SECONDED and it was RESOLVED that the Council comment in the following terms:-
"On the grounds that the proposed area in question was small, had restricted access and limited visibility to the whole plot, Medbourne Parish Council has no objection to the application."
Councillor Pilkington returned to the meeting at this point and resumed the Chair.

- 112.2 **15/01599/LBC and 15/01598/FUL, Relocation Of Boundary Fence To Match Existing And Installation Of Railings To Frontage, The Old School Main Street Medbourne**
Councillor Cory MOVED, Councillor Shaen-Carter SECONDED and it was RESOLVED that the Council comment in the following terms:-
"Medbourne Parish Council has no objection to the application."
- 113.0 **TO NOTE SIGNIFICANT CORRESPONDENCE RECEIVED**
- 113.1 **War Memorial Warden**
The Chair reported that Mr Keith Sandars had tendered his resignation as War Memorial Warden after serving for 13 years with effect from 30 November 2015. She paid tribute to Mr Sandars and his loyal service, making special mention of his efforts in raising money for the refurbishment. The Chair stated that a successor would be sought and she invited volunteers to contact the Council. She stated that she would discuss with Mr Tuffs the possibility of advertising the vacancy using social media.
- 113.2 **Remembrance Day**
The Chair reported that she had been informed that the Church service would commence at 10 o'clock and the civil ceremony at the Memorial at about 10:45 a.m. She added that she had been in touch with the Police and had an indication that a PCSO would try to attend. She said that volunteers were being sought for traffic marshalling. Councillor Cory reported that the Scouts might be in attendance.
- 113.3 **Crime in Medbourne**
The Chair reported that she had been informed of a well-planned and professional theft of two cars from a secure parking area in the village. She added that a number of signs advertising the Sports Club's dinner dance on 28 November 2015 had also been stolen. She stated that the Police had suggested that Medbourne might be seen as a soft target and urged people to be vigilant and report any suspicious behaviour to the Police.
- 113.4 **Maize Harvest**
The Chair reported that she had been informed by Mr Dick Beatie that the maize harvest had commenced and would last eight days. She reported his apology for the disruption caused and his request that if there were any issues with individual vehicles the registration number of the vehicle be reported to him.
- 113.5 **Bowls Club**
The Chair reported that she had received several complaints from members of the community relating to a new shed being built on the bowls club premises. She stated that the Parish Council owned the land on which the bowls club sat, which had been bought using funds from public subscription. She said the land was designated as open space in the conservation area and any construction would require planning consent. She confirmed that:-
(i) a shed had been erected on the site;
(ii) the permission of the landowner, the Parish Council, had not been sought or received which was in breach of the lease;
(iii) she had been informed that planning consent had not been sought and an enforcement officer from the Planning Authority had been appointed.
The Chair stated that the matter would be placed on the agenda for the December meeting pending the outcome of enforcement action from the Planning Authority.
- 114.0 **QUESTIONS TO THE CHAIR**
No questions were asked of the Chair.
- 115.0 **TO RECEIVE REPORTS INCLUDING ON THE FOLLOWING MATTERS:-**
- 115.1 **Broadband**
Mr David Tuffs reported that Gigaclear was very active in the village and asked that anyone who had any issues with the works let him know so that he could deal directly with the company's Project Manager.

115.2 **Parish Council and Village Websites**

Mr David Tuffs reported that he had met with the websites focus group and that design students from de Montfort University had offered to help with the sites. Mr Tuffs explained that he had issued a detailed specification to work on and hoped that there would be something tangible by the time of the next Council meeting. He added that he had downloaded the whole village site and about ⅓ of the Council site. He added that once completed, he would be running two versions of each site until the switchover was completed. He stated that it was necessary to discuss and resolve issues especially to take into account the transparency requirements.

115.3 **Lighting**

A report was presented on behalf of Mr Ian Clark stating that the defective light at Main Street had been repaired but that the issue with the light at Holt Yard remained.

115.4 **Sports Club (including the Mower Fund)**

Councillor Cory reported that the Italian night had raised £300 and the dinner dance ticket sales were going well. She added that the Scouts had booked the clubhouse for Thursday evenings because there were too many people to use the Village Hall. She confirmed that the lease was still under discussion.

115.5 **Village Hall**

In the absence of Councillor Easton no report was given.

115.6 **Medbourne Educational Foundation Trust (MEFT)**

The Chair stated that there was nothing new to report since the last meeting.

116.0 **TO NOTE ANY ITEMS OF REPAIRS AND MAINTENANCE IN THE PARISH IN NEED OF ATTENTION**

The Chair reported on items raised at the last meeting as follows:-

116.1 **Manor Road Footpaths**

The Chair thanked Mr Patrick Christenson for tidying up the footpaths along the road.

116.2 **Street Light adjacent to 31 Hallaton Road**

It was noted that the light was obscured by vegetation but that she had contacted Mr Van Open to ask that the vegetation be cut back.

116.3 **Dog Fouling**

The Chair reported that she had received more complaints about dog fouling and she requested that all dog owners act responsibly and remove dog litter even at night.

117.0 **COUNCILLOR TRAINING AND RESOURCES**

It was reported that there was a training / information session about precepts and setting precepts on 12 November 2015 and it was RESOLVED that the attendance of all Councillors who were available be approved.

118.0 **TO APPROVE PAYMENTS OF INVOICES AND ACCOUNTS**

A list of invoices and account had been previously circulated by the Clerk.

<u>Recipient</u>	<u>Purpose</u>	<u>Amount</u>
G Thomson	Clerk's salary – November 2015 (Local Government Act 1972 (ss101, 111, 112))	£117.17
Harborough District Council	Collection of five dog bins: Apr 15 – Sep 15 (Local Government Act 1972)	219.41
LRALC	Councillors Training (29/09/2015) (Local Government Act 1972)	212.50

Councillor Gidley-Wright MOVED, Councillor Cory SECONDED and it was RESOLVED that the payments be approved.

119.0 **TO CONSIDER AND APPROVE AN APPLICATION FOR FUNDING UNDER THE TRANSPARENCY FUND**

The Clerk reported that the Leicestershire and Rutland Association of Local Councils (LRALC) had agreed to look over the Council's bid and make any suggestions to improve its chances of success. It was suggested that an explanation about the forthcoming cessation of the County Council's website provision be added. RESOLVED that the draft bid be submitted to LRALC for comment.

120.0 **OPTIONS FOR GRASS CUTTING IN 2016**

In the absence of Councillor Easton it was RESOLVED that consideration of the matter be deferred until the December meeting.

121.0 **RISK MANAGEMENT/ASSESSMENT FOR INSURANCE PURPOSES**

The Clerk reported that he was working on a full breakdown and schedule of requirements, checks and assessments. He said it was not yet completed but in essence, all of the Council's assets should be inspected routinely; records should be kept of these inspections (even in a diary) and copies submitted to the Council (for insurance purposes). He added that the existing risk assessment seemed to contain items not under the Council's ownership. RESOLVED that the matter be discussed further at the December meeting.

122.0 **HARBOROUGH DISTRICT COUNCIL'S COMMUNITY FUND**

The Clerk reported that the Council's bid for funding towards the Neighbourhood Plan had been submitted and acknowledged. It was noted that bids from the Medbourne Seniors Lunch Club and from MEFT for the playground had been submitted and it was RESOLVED that those bids be supported.

123.0 **NEIGHBOURHOOD PLAN ADVISORY COMMITTEE**

123.1 **TO RECEIVE THE MINUTES OF THE MEETING OF THE ADVISORY COMMITTEE HELD ON 23 SEPTEMBER 2015**

The minutes of the meeting of the Neighbourhood Plan Advisory Committee held on 23 September 2015 having been circulated were accepted.

RESOLVED that:-

the minutes be accepted.

123.2 **TO RECEIVE A REPORT ON MEETING OF THE MEDBOURNE NEIGHBOURHOOD PLAN ADVISORY COMMITTEE HELD ON 21 OCTOBER 2015**

Councillor Gidley-Wright reported that the meeting had centred on the resources available and likely to be needed. He stated that the Advisory Committee was to invite two or three professional contractors to a meeting to outline the sort of tasks with which contractors could most usefully help. He added that if external support such as consultants were needed then there would be a large cost which would have to be funded from a grant bid or an increase in the precept. It was noted that any procurement would be the responsibility of the Parish Council and would have to comply with the Council's procedures.

123.3 **TO CONSIDER AND APPROVE FUNDING FOR THE PARISH COUNCIL CLERK'S ATTENDANCE AND SUPPORT FOR THE NEIGHBOURHOOD PLAN ADVISORY COMMITTEE**

Under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 (as amended), the press and public were excluded for this item of business.

It was noted that the Clerk had been required to attend meetings of the Advisory Committee to provide advice and guidance, and to otherwise assist the Advisory Committee, which was not contained within the hours allocated for the rôle of Clerk. It was reported that the incumbent had explained that he would not have sufficient time to take minutes of the Advisory Committee's meetings, had suggested that five hours per month might be appropriate, and that the matter could be reviewed in six month's time.

RESOLVED that:-

- a) the Clerk's hours be increased by five per calendar month to undertake work relating to the Neighbourhood Plan Advisory Committee; and,
- b) the matter be reviewed in March 2016.

The meeting closed at 9:21 p.m.

Signed: _____

Date: _____

Note: Councillor Pilkington presented apologies for the meeting to be held on 7 December 2015