

# MEDBOURNE PARISH COUNCIL

## Notice of Meeting

Dear Councillor,

You are summoned to attend a meeting of Medbourne Parish Council which will be held in the Village Hall, Medbourne on **Monday 7 December 2015 at 7:45 p.m.** Members of the Public and Press are invited to attend.

***Members of the public are welcome to attend but are not permitted to participate except under Item 4 when invited to do so by the Chair.***



Graham Thomson, Clerk to the Council  
27 Sycamore Drive, Desborough, NN14 2YH

30 November 2015

## AGENDA

1. To accept, or otherwise, apologies for absence received.  
Please note that Councillor Pilkington has presented her apologies for absence.
2. To note any declarations of interest received.
3. To note any requests for dispensation granted.
4. Public Representations (Note: no decisions will be made in response to this item.)  
To allow members of the public the opportunity to make representations, ask questions or give evidence about an item of business on the agenda of the Meeting in accordance with the Council's policy and practice (limited to three minutes per person).
5. Confirmation of the accuracy of the minutes of the meeting held on 2 November 2015
6. To receive factual updates of matters arising from those minutes not mentioned elsewhere on the agenda
7. To consider and if so resolved to adopt revised Standing Orders  
Matter standing adjourned from the last meeting in accordance with Standing Order 62.
8. To receive verbal reports on the following matters:-
  - 8.1. Broadband
  - 8.2. Parish Council and Village Websites
  - 8.3. Lighting
  - 8.4. Sports Club (including the Mower Fund)
  - 8.5. Village Hall
  - 8.6. Medbourne Educational Foundation Trust (MEFT)
9. Neighbourhood Plan Advisory Committee
  - 9.1. To receive the minutes of the meeting of the Advisory Committee held on 21 October 2015
  - 9.2. To receive a report on meeting of the Medbourne Neighbourhood Plan Advisory Committee held on 18 November 2015.
10. To consider and make comment on Planning Matters.  
Details of the applications made are available at [www.harborough.gov.uk/planning](http://www.harborough.gov.uk/planning) (click the links on your screen to be taken to the application) and will include:-
  - 10.1. 15/01729/TPO – [Works to trees \(fell\)](#) – Willow Brook House Hallaton Road Medbourne
  - 10.2. 15/01764/TCA – [Works to trees \(fell\)](#), 12 Old Green, Medbourne
  - 10.3. 15/01769/FUL – [Erection of a summerhouse](#), Old Queen House Springbank Medbourne
  - 10.4. 15/01799/FUL – [The installation of solar \(PV\) panels to the south elevation of garage \(resubmission of 11/00347/FUL\)](#), The Old House 10 Old Green Medbourne
  - 10.5. 15/01800/LBC – [The installation of solar \(PV\) panels to the south elevation of garage \(resubmission of 11/00348/LBC\)](#), The Old House 10 Old Green Medbourne
  - 10.6. 15/01841/FUL – [Erection of a shed \(retrospective\)](#), Medbourne Bowls Club Manor Road Medbourne

10.7. 15/01803/FUL – [Demolition of existing front extension and rear bay window; erection of a two storey front extension, single storey side extension and new front and rear bay windows with additional driveway space and car port](#), 5 Old Holt Road Medbourne

11. To note significant correspondence received

11.1. Notice from the Planning Authority under the Town and Country Planning Act 1990 (as amended) The Bowling Green Old Green Medbourne

The Council received a notification under the above Act informing the Council, as landowner, that an unauthorized wooden structure / shed had been constructed and that planning consent was required for the retention of the structure. The Planning Authority invited the Parish Council to apply for relevant permission or remove the shed / timber structure from the land.

Members will recall that the bowling green is owned by the Council and is leased to the Bowls Club. According to the lease, the Bowls Club is required to seek the approval of the Parish Council in writing in advance of any construction and no such request had been received.

11.2. Boundary Commission – Electoral Review of Leicestershire

The Council has been notified that the Local Government Boundary Commission is consulting on its draft recommendations which are (in summary) that Leicestershire County Council should continue to have 55 councillors. The Commission believes that a council size of 55 will ensure the authority can discharge its roles and responsibilities effectively and provides for a division pattern that meets statutory criteria. The draft recommendations propose that Leicestershire's 55 councillors should represent 51 single-member divisions and two two-member divisions across the county. The consultation runs until 11 January 2016. The full report, detailed maps and an opportunity to comment are at [www.consultation.lgbce.org.uk](http://www.consultation.lgbce.org.uk). The proposals include some alterations to the Launde ward boundary but not in the Medbourne Parish.

12. Questions to the Chair

Councillors will be invited to ask questions of the Chair.

13. To note any items of repairs and maintenance in the Parish in need of attention

Councillors will be asked to notify the Chair of any items of which they are aware.

14. Council Training and Resources

14.1. To consider and if so resolved, to approve the attendance of the Clerk at the LRALC CiLCA training course

This is one of the two professional qualifications which a Clerk can attain and forms part of the requirements for Quality Status. This course goes through the portfolio giving guidance on how to fulfil the requirements for individual Clerks to gain their certificates. Included within the course fee is mentoring for a period of six months from the date of the final training session attended. This will be distance supported. The cost of the course is £190.

15. To consider and approve payments listed in the Appendix A.

16. To consider an outline budget for the 2016-17 financial year (set out at Appendix B – copy to follow) and the corresponding precept which would be necessary to fund it.

The Council will be asked to identify any variances from previous years and items for development. This will allow the Responsible Finance Officer the opportunity to conduct any necessary investigations and present a final report for acceptance at the meeting in January 2016.

17. To consider and approve an application for funding under the Transparency Fund

18. Options for grass cutting in 2016

To receive a report on the possible options to retain the number of cuts in the village.

19. Risk management / assessment for insurance purposes

The Clerk will report on necessary and recommended risk management issues in relation to insurance.

20. To consider and if so resolved to adopt revised Financial Regulations

The Council's Financial Regulations are in need of review. The Model Regulations provided by NALC have been used as the basis for the draft Financial Regulations. The most significant changes are the provisions for electronic banking, and scheduling regular payments automatically (such as electricity bills).

The Council is invited to consider and if so resolved to approve the Regulations which are set out at Appendix C.

Report of the Clerk to  
Medbourne Parish Council  
7 December 2015

To consider and approve payments listed in the schedule.

| <u>Recipient</u>                | <u>Purpose</u>   | <u>Amount</u> |
|---------------------------------|--|---------------|
| e-on                            | Replace faulty street light (column 2 Main/Uppingham)                                    | £46.20        |
| e-on                            | Replace faulty street light (column 19 Astley Rd)  | £29.40        |
| Grant Thornton                  | Annual Return 2015   | £180.00       |
| Society of Local Council Clerks | Annual subscription  | £65.00        |
| G Thomson                       | Clerk's salary<br>(December 2015 - £117.07)<br>(Neighbourhood Plan Aug to Dec - £172.15) | £289.22       |
| HMRC                            | Tax on employee payments   | £130.80       |

The Council does not have a specific power or duty to make the undermentioned proposed payments and the Council's attention is drawn to the use of Section 137.

| <u>Recipient</u>                                 | <u>Purpose</u>  | <u>Amount</u> |
|--|---|---------------|
| Market<br>Harborough &<br>District Poppy<br>Team | Poppy Wreath and donation (wreath £17.00 and proposed donation £23.00)                              | £40.00        |
| Councillor<br>Pilkington                         | Remembrance Day Bugler (shared equally with Great Easton Parish Council) – paid by Chair on the day | £30.00        |

Graham Thomson  
Clerk to the Parish Council