

## MEDBOURNE PARISH COUNCIL

Minutes of Meeting held at 19.30 on Monday 6 November 2017  
in Medbourne Village Hall

Councillors present: Pilkington (Chair for the meeting), Caffrey, Easton and Shaen-Carter

Also present: 8 members of the public; including Bryan Smith (Tree Warden); Geoffrey Gilfillan (Welland Valley Trust) and Martin Field (Parish Clerk)  
[Apologies had been received from HDC Cllr Rickman.]

MIN. NO.		ACTION
107.0	<p><b>APOLOGIES FOR ABSENCE</b> Apologies were received from Cllr Gidley-Wright.</p>	
108.0	<p><b>DECLARATIONS OF INTEREST</b> None.</p>	
109.0	<p><b>REQUESTS FOR DISPENSATION GRANTED</b> The Clerk reported no requests had been received or granted.</p>	
110.0	<p><b>PUBLIC REPRESENTATIONS</b></p> <p>The Chair suspended the meeting to invite contributions from members of the community. Members of the public raised:</p>	
110.1	<p>The street lamp by 31 Hallaton Road had been repaired but has become faulty again. This will be raised with Ian Clarke (Street Light Warden).</p> <p>The Chair resumed the meeting following these points.</p>	
111.0	<p><b>MINUTES OF THE PC MEETING ON 2 OCTOBER 2017</b></p> <p>The minutes had been circulated prior to the meeting, and were accepted as an accurate record of the previous meeting.</p>	
112.0	<p><b>UPDATES OF MATTERS ARISING / CLERKS REPORT</b></p>	
112.1	<p>Cllr S-C had attended the HDC Annual Parish Liaison Meeting on 1 November 2017 and had circulated notes. MF had been unable to attend due to a commitment elsewhere.</p>	
112.2	<p>It was noted that this is the last year of audit services from the current External Auditor. Correspondence received has stated that a replacement Auditor will be announced in due course.</p> <p>It was also noted that LRALC are to commence offering a service as 'Internal Auditor' for the 2017-18 accounts, onwards.</p>	

112.3	A claim to secure a VAT repayment will to be undertaken following the LRALC course on 9 November.	MF
112.4	The Clerk's report noted the point raised at the previous meeting to consider if the Council's records might be stored at the Village Hall. As this is not possible at present it was agreed to return to the next meeting with some further ideas.	All
112.5	Copies of the Parish Council's documents listed below were requested by the Chair and will be located and circulated in due course: Code of Conduct Standing Orders for the Council Financial Policy	MF
<b>113.0</b>	<b>Welland Rivers Trust – Keeping the Welland Cool</b>	
113.1	A short presentation was delivered by Geoffrey Gilfillan, Project Officer for the 'Keeping the Welland Cool' Project. This project is one of a number of river conservation projects seeking to increase community engagements in river restoration, tree planting, and associated work. Funds can be made available for the planting of saplings suitable for the flora and fauna in the Medbourne area. It was noted that this could connect well with work already undertaken in the parish to plant 5000 trees in the past 10 years.	
113.2	It was agreed that the Project Officer liaise with the Tree Warden and the Parish Clerk to collect details of local landowners and other contacts across the village area, and on proposals that could facilitate active engagement from community and volunteer input.	MF
<b>114.0</b>	<b>TO RECEIVE REPORTS ON THE FOLLOWING MATTERS:</b>	
114.1	<b>Neighbourhood Plan</b> i) The draft Plan has been issued for public consultation. The, deadline for responses was 10 October 2017. A summary of the responses received had been prepared and was being incorporated into the material to be submitted to HDC.  ii) It was agreed that Councillors hold a 'closed' meeting at 7.00 pm on Monday 13 November to finalise the Council's consideration of the draft Plan and the proposed submission to make to HDC.  iii) The Monitoring Return figures have been compiled and will be issued to the national grant-giving body following the PC meeting.	All  MF

<p>114.2</p> <p>114.3</p> <p>114.4</p> <p>114.5</p>	<p>iv) Sincere thanks were expressed by the Chair to all members of, and contributors to, the Advisory Committee “for their outstanding and impressive work” overseeing the process to produce the final Neighbourhood Plan documents.</p> <p><b>Village Hall</b> i) A ‘closed’ meeting had been held to finalise the nature of the proposed application to the Heritage Lottery Fund. A ‘Letter of Support’ from the Parish Council had been sent to the Committee to include within future applications.</p> <p>ii) There will be an unveiling of the village Christmas Tree on 2 December 2017.</p> <p><b>MEFT</b> Nothing to report on this item.</p> <p><b>Sports Club</b> Nothing to report on this item.</p> <p><b>Village broadband and telephone reception</b> Nothing to report on this item.</p>	
<p>115.0</p> <p>115.1</p> <p>115.2</p> <p>115.3</p>	<p><b>TO CONSIDER AND COMMENT ON PLANNING MATTERS</b></p> <p><b>17/01694/FUL</b> - Land at Innarla Caravan Park, Hallaton Road, Medbourne : Use of land for the siting of 20 leisure lodges</p> <p>Discussion focused on the lack of information available on this application – including concern about detail pertaining to the extent of the lodges, any limits to their occupancy, proposed vehicular access and parking, waste treatment and other matters. It was agreed to submit a response to HDC that a complete consideration of the circumstances cannot be undertaken without more information.</p> <p><b>17/01640/FUL</b> - The Reading Room, 33 Main Street, Medbourne : alterations to windows and insertion of door</p> <p>It was noted that this application concerns solely the proposed changes to windows and doors, and may not permit comment on other issues (such as parking) that have already been addressed in the earlier approval.</p> <p>It was agreed to follow up a number of queries via telephone contact with HDC Planning.</p> <p><b>17/01750/TCA</b> - 4 Old Holt Road, Medbourne : works to trees</p>	<p><i>Response to HDC:</i></p> <p>Request further information</p> <p>Request clarification</p>

115.4	<p>It was agreed to support this proposal to reduce the tree crown by @30% as it has 'outgrown' its original intention for the site.</p> <p>A question was raised on the status of proposals for land adjacent to 41 Main Street. No details of any further pre-application discussion have been received from HDC.</p>	To support
<b>116.0</b>	<b>TO NOTE SIGNIFICANT CORRESPONDENCE RECEIVED:</b>	
116.1	Ongoing consultation on the Harborough Local Plan in the period 22 Sep – 3 Nov. 2017.	
116.2	A request to confirm the funds available within the Parish Council accounts for The Hollow.	MF
116.3	<p>A request from the Trustees of Medbourne Free School Charity to amend the Objects of the charity to broaden the permitted use of the charity's premises and amenities, and for the Parish Council to nominate a community person to become a Charity Trustee, should a vacancy arise.</p> <p><b>It was agreed</b> to support both requests in principle, but more information was requested to check if Parish Councillors are able to take up other roles as formal Trustees elsewhere.</p>	MF
116.4	An enquiry requested information on the historic 'Right of Way' pertaining to the Shieling. Cllr P agreed to speak to Paul Polito to see whether he can provide more information in this regard.	Cllr P.
116.5	E-mail correspondence had been received regarding the Council's action to the Highways Dept. requesting a revision to village speed limits, and asking to be provided with a copy of the PC's February correspondence to them. It was agreed to send a copy of this to the enquirer, and to resend it to LCC in order to secure a formal written response.	MF
116.6	<p>Briefings had been received from LRALC on:</p> <p>i) Data Protection <b>(this to be forwarded to David T.)</b></p> <p>ii) Councillor Disqualifications</p>	MF
116.7	Details of a consultation event 'Police and Your Community' on 25 January 2018 - Cllr G-W has been booked a place.	
116.8	A notice from LCC on additional website services to assist with Neighbourhood Planning.	
<b>117.0</b>	<b>QUESTIONS TO THE CHAIR</b> None were raised.	
<b>118.0</b>	<b>TO NOTE ANY ITEMS OF REPAIRS AND MAINTENANCE:</b>	

118.1	The left-hand side '30mph' sign, coming into the village from Uppingham has been damaged. Cllr P will contact Highways.	Cllr P.
<b>119.0</b>	<b>COUNCIL TRAINING AND RESOURCES</b>	
119.1	MF noted that the finance training session for the 'Introduction to the Role of a Parish Clerk' course hosted by LRALC will now take place on 9 November.	MF
119.2	Cllr G-W attended the recent LRALC training course for Parish Council Chairs.	
<b>120.0</b>	<b>TO CONSIDER PC BUDGET AND APPROVE PAYMENTS</b>	
120.1	No further progress had been made to date with revision to the 2016/17 Audit, as a focus has been required on other elements of the accounts.	
120.2	Funds held for The Hollow: A list of transactions over the previous two years has been compiled. It was noted that one invoice appears to be outstanding for Eyebrook Wild Bird Feeds, for £18.90  The baseline figure for the remaining funds appears to be the sum noted in the completed 2016/17 accounts, less an adjustment for one transaction that should have been included at that time. The total sum in the account would then appear to be in the region of £1500 - £1700 and confirmation of the final reckoning will be passed to the contacts associated with The Hollow.	MF
120.3	Update on 2017/18 Budget - A recalculation of current figures is underway and will be brought to the next meeting of the Council.  The Clerk was also asked to commence the compilation of figures for setting the precept for 2018-19 and have these for the next PC meeting in December.	MF
	<b>It was agreed</b> to pay the following invoices / fees:	MF (all payments)
120.4	Invoice 87445328 17 Oct 2017 from Grant Thornton for the 2016-17 audit : <b>£120.00.</b>	
120.5	Invoice 4783 from Eyebrook Wild Bird Feeds : <b>£18.90.</b>	
120.6	2017-18 Membership Renewal of Rural Community Council : <b>£50.00.</b>	
120.7	Invoice H149BCF4B1 for E-on Energy : <b>£346.66.</b>	

	[It was confirmed at the meeting that the two kinds of payments to E-on Energy cover the maintenance of street lighting and energy consumption.]	
120.8	Invoice dated 21 Oct 2017 from the Sports Club for repairs to mowers : <b>£1109.21</b> (cheque from the Mower Fund account).	
120.9	Correspondence from the Parish of Six Saints for a contribution towards Remembrance Day activities : <b>£30.00</b>	
120.10	Notice of <b>£24.00</b> to cover replacement keys for the Hollow - this to be paid on receipt of the appropriate e-mail as confirmation.	
120.11	<b>£2.90</b> was received at the meeting from 'wayleave' receipts.	
120.12	It was noted that cheques needed to be issued from approvals made at the October PC meeting:  1 <sup>st</sup> Welland Valley Scouts £300  Parish Magazine : Application for £250	
120.13	A copy of a general letter to local bodies had been received from Citizens Advice, seeking contributions to overall operating costs. Discussion agreed that this would not be in line with PC policy.	
<b>121.0</b>	<b>TO CONSIDER APPLICATIONS FOR GRANT SUPPORT</b> None received.	
<b>122.0</b>	<b>ITEMS FOR NEXT AGENDA</b>	
122.1	The 'Good Neighbour' scheme broadcast at the Parish Liaison Meeting hosted by HDC on 1 November 2017 + possible links with the village 'Autumn Club'.	
	<i>The meeting closed at 21.05</i>	
	<b>DATE OF NEXT MEETING</b>  <b>7.30pm, Monday 4<sup>th</sup> December 2017</b>	

Signed \_\_\_\_\_ Date \_\_\_\_\_