

**MEDBOURNE PARISH COUNCIL**  
**Minutes of Council Meeting**  
**held (via Zoom) on Monday 3 May 2021 at 8.00 p.m.**

**In attendance:** Cllrs Gidley-Wright; Easton; Shaen-Carter; Kendall.

**Also present :** James Oakes; Sam Ryall; Mike Rickman (HDC); Martin Field (Parish Clerk) + 2 members of the public.

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| 759.0 | <b><u>APOLOGIES FOR ABSENCE</u></b>  |
|       | None received.   |
| 760.0 | <b><u>DECLARATIONS OF INTEREST</u></b>   |
|       | None received.   |
| 761.0 | <b><u>REQUESTS FOR DISPENSATION</u></b>  |
|       | None received.   |
| 762.0 | <b><u>MINUTES OF PARISH COUNCIL MEETING</u></b> (held 12 April 2021)   |
| 762.1 | Amended draft minutes were now accepted as circulated.   |
| 763.0 | <b><u>CLERKS / COUNCILLORS REPORT</u></b>  |
| 763.1 | The Chair had written formal Letters of Thanks to ex-Councillors Pilkington and Caffrey for all their years of service.  |
| 763.2 | The secondment of James Oakes to the vacant position of Parish Councillor was agreed, as discussed at the previous meeting.<br><br>Confirmation of some yearly responsibilities for him had been noted in the Annual Meeting of the Parish Council, held before this meeting.  |
| 763.3 | As had been previously indicated, Cllr Gidley-Wright noted he would now be offering his resignation from the Parish Council and would confirm this to MF. Councillors gave sincere thanks to him for all his own work and support through the years. <b>Action CllrGW</b>  |
| 763.4 | This new vacancy will be advertised in the parish, in accordance with previous procedures. <b>Action MF</b><br><br>It was noted that an Expression of Interest of serving on the Council had already been received from Sam Ryall. It was agreed that the formal notice of the Councillor vacancy be declared as required, but that a co-option of Sam could be confirmed at the next meeting. |
|       | MF noted he will be happy to be contacted by new members to explain any formalities of Council business Cllr Rickman also offered to help explain HDC business and procedures.   |

- 763.5 A second quotation for the website accessibility audit had been received for £180.00. It was agreed to proceed with this. **Action MF**  
MF was also asked to circulate the previous Audit Report to the new Councillors. **Action MF**
- 763.6 Councillors noted again the views of the Website Co-ordinator (DT) regarding the impact of the recent Government guidelines on 'website accessibility' but agreed to look at the potential impact for retaining a combined website following the next audit.
- 763.7 The problems with the condition of the chestnut tree had been reported to County Highways by CllrK.
- 763.8 The potholes in Spring Bank had been reported by MF.
- 763.9 Progress on securing the necessary licence for 'traffic calming' gates had been chased up by MF and Highways had requested further information from CllrSC on the likely design. CllrSC will procure a photo of proposed gates as an example in wood. **Action CllrSC**
- 763.10 It was confirmed that MF place an order for the signs about dog mess. **Action MF**

763.11 MF noted he had informed the Village Hall of the reasons that the grant application for a new loft ladder had not been supported.

#### **764.0 PUBLIC REPRESENTATIONS**

764.1 Members of the public expressed their sincere appreciation to all who had contributed to the work of the Council and to serving the needs of the wider parish community, especially to Councillors Pilkington Caffrey and Gidley-Wright for their work in recent years.

#### **765.0 REPORTS RECEIVED ON THE FOLLOWING MATTERS:**

- 765.1  **Village Hall** (as submitted to the Annual Meeting)
- 765.2  **MEFT** none received.
- 765.3  **Sports Club** none received.
- 765.4  **Village broadband & website** (as submitted to the Annual Meeting)

#### **766.0 TO CONSIDER AND COMMENT ON PLANNING MATTERS**

766.1 Platform Housing Group had been in touch on an indicative plan to replace the rub-down garages at Drayton Road with new assisted / affordable social housing.

It was agreed to ask them to attend the Council's next meeting and discuss such plans in more detail. **Action MF**

- 767.0 TO NOTE CORRESPONDENCE RECEIVED**

767.1 Hallaton Neighbourhood Plan will proceed to a Neighbourhood Planning Referendum on 3<sup>rd</sup> June 2021.

767.2 Further detail had been received on the proposals for the Ashley Road, development (site as promoted in the Neighbourhood Plan), but it was acknowledged that further information is still required on the environmental buffer zone, the extension of the road length needing a 30-mph speed limit , and other matters.

**768.0 2021-22 BUDGET & APPROVAL OF PAYMENTS**

768.1 The following payments were agreed :

  - M Field (salary for May) : **£173.48**
  - Cames & Company (insurance cover) : **£575.53**
  - Access by Design (website audit) : **£180.00**
  - LRALC (training fee) : **£25.00**

768.2 MF noted that two previously issued cheques now require replacement and will liaise with CllrsE and SC.

768.3 The cheques to Heritage Fencing remain unpaid until the work has been undertaken.

768.4 A bank reconciliation for the whole year 2020-21 will be circulated soon after the meeting, when the year's final bank statement has been received. **Action MF**

768.5 An arrangement has been made with the Internal Auditor for the 2020-21 audit to proceed mid-May.

**769.0 GRANT APPLICATIONS**

None received.

**770.0 QUESTIONS TO THE CHAIR**

770.1 It was noted that the Annual Meeting had discussed a concern raised by the Website Co-ordinator on what policy should govern the content of articles and information to be posted on the village websites. All members agreed that clarity is required for what is, and what is not, acceptable, not least to provide suitable protection for all who operate the website.

It was agreed that the existing PC policy be reviewed (and assessed in terms of any need for legal compliance) and then amendments brought forward regarding the appropriateness of all content and circulated emails inside Medbourne.

MF was asked to contact DT to explain what will now be undertaken, and consider what might be required as a framework for an amended policy.

**Action MF**

**771.0 ITEMS OF REPAIRS AND MAINTENANCE**

Nothing to note.

**772.0 COUNCIL TRAINING AND RESOURCES**

772.1 MF noted he had attended the recent LRALC training session on 'Common Land' in April 2021, and it had been very informative.

772.2 MF will liaise with Cllr K and Cllr O. on suitable dates for LRALC training courses focused on new Councillors.

**773.0 ITEMS FOR NEXT AGENDA**

- Invitation to Platform Housing
- Required changes to signatures on Parish Council cheques
- Follow up from business to be completed from Annual meetings
- Annual Audit to be signed off.

**DATE OF NEXT MEETING: 7.30pm, Monday 5 July 2021, Village Hall**

*Provided national regulations permit, it is intended that PC meetings will resume being held in the Village Hall from the July date onwards.*