

MEDBOURNE PARISH COUNCIL

Minutes of Annual Meeting of the Parish Council

The Annual Meeting of the Parish Council was held at
7.45pm on Monday 16 May 2022

Present : Parish Councillors Oakes; Kendall; Wooton; Shaen-Carter;
Parish Clerk M Field and three members of the public

22AMPC 1.0 ELECTION OF CHAIR (followed by Acceptance of Office)

Nomination of Cllr Kendall by Cllrs Shaen-Carter and Oakes - ACCEPTED

22AMPC 2.0 APPOINTMENT OF VICE-CHAIR (followed by Acceptance of Office)

Nomination : vacant at present

22AMPC 3.0 APOLOGIES FOR ABSENCE

Clr Easton.

22AMPC 4.0 DECLARATIONS OF INTEREST

None.

22AMPC 5.0 REQUESTS FOR DISPENSATION

None.

22AMPC 6.0 REVIEW OF ITEMS REQUIRED BY STANDING ORDERS:-

The following procedures and policies were accepted as reviewed:

1. standing orders, financial regulations and internal controls, and to recommend any changes considered appropriate.
2. delegation arrangements to committees and staff.
3. arrangements, including charters and agency agreements, with other local authorities and review of contributions made to expenditure incurred by them.
4. representation on or work with external bodies and arrangements for reporting back.
5. inventory of land and assets including buildings and office equipment.
6. arrangements for insurance cover in respect of all insured risks.
7. subscriptions to other bodies.

8. complaints procedure.
9. procedures for requests under the Freedom of Information Act 2000; Data Protection Act 1998; and 2018 General Data Protection Regulations
10. policy for dealing with the press/media.

22AMPC 7.0 APPOINTMENT OF ANY OTHER COMMITTEES deemed necessary

No subordinate sub-committees were proposed or appointed.

22AMPC 8.0 APPOINTMENT OF TRUSTEES / REPRESENTATIVES & AGENTS

The following individuals were proposed in roles to assist the Parish Council:

- | | |
|--|----------------------|
| <input type="checkbox"/> Information Resource Advisor | - David Tufts |
| <input type="checkbox"/> Internal Auditor | - via LRALC |
| <input type="checkbox"/> Keeper of the Hollow | - Bryan Smith |
| <input type="checkbox"/> Keeper of the Village Benches | - Paul Pollito |
| <input type="checkbox"/> Legal Advisor | - Richard Hammond |
| <input type="checkbox"/> LRALC representative | - Cllr Kendall |
| <input type="checkbox"/> Medbourne Charities representative | - Cllr Easton |
| <input type="checkbox"/> MEFT representative | - Cllr Wooton |
| <input type="checkbox"/> Parish Maintenance | - Cllr Oakes |
| <input type="checkbox"/> Planning representative | - Cllr Shaen-Carter |
| <input type="checkbox"/> Sports Club representative | - Cllr Wooton |
| <input type="checkbox"/> Street Lighting Warden | - Ian Clarke |
| <input type="checkbox"/> Tree & Brook Warden | - <i>vacant.....</i> |
| <input type="checkbox"/> Village Hall representative | - Cllr Easton |
| <input type="checkbox"/> War Memorial Warden | - David & Nim Nance |
| <input type="checkbox"/> Nomination to Valentine Goodman Charity | - Cllr Easton |

22AMPC 9.0 TO NOTE THE INSPECTION OF TRUST DEEDS & INSTRUMENTS

There were inspected by the Parish Clerk in March 2022, and all were present.

Finish

MEDBOURNE PARISH COUNCIL

Minutes of Meeting of Medbourne Parish Council on Monday 16 May 2022

Present James; Seb: Michelle Sheelagh MF + 3 public...+ Cllr R (HDC)

923.0 APOLOGIES FOR ABSENCE

Cllr Easton

924.0 DECLARATIONS OF INTEREST

None.

925.0 REQUESTS FOR DISPENSATION

None.

926.0 MINUTES OF PARISH COUNCIL MEETING (held 4 April 2022)

Agreed as circulated.

927.0 CLERKS / COUNCILLORS REPORT

- Referrals to Highways (potholes)
- Road sign Uppingham Road (Seb to action)
- Mirror to order (see cheques)
- Printing of Neigh Plan (2018) - revised quotation - 10 copies.

928.0 PUBLIC REPRESENTATIONS

Thanks for £500 Jubilee grant. Over 250 people to be attending for lunch... 95 responses to leaflet.

Thanks to Jubilee Committee for all the work.

Triangle sign on Upp Rd out to Upping so obscured.... – James O to look...

929.0 TO RECEIVE REPORTS ON THE FOLLOWING MATTERS:

- Village Hall - as per first meeting / etc.
- MEFT -
- Sports Club -

930.0 TO CONSIDER AND COMMENT ON PLANNING MATTERS

930.1 Ref. No: 22/00994/FUL Erection of a dwelling and garage

The Old House 10 Old Green Medbourne

New highway access.... ? no. of trees to be removed. could be appropriate windfall site, but height is a concern.... ? make new dwelling 1.5 stories instead... ? basement effect on tree roots... Ask for cross-section of site and neighbours... Refer to N Plan. SC to draft comments.

930.2 Ref. No: 22/01018/TCA Works to trees The Covers Main St Medbourne
SC to check on location and extent.

930.3 Ref. No: 22/01029/FUL Erection of a two storey front extension, loft conversion with dormer to rear, detached garage to front and associated works 7 Old Holt Road Medbourne
(NB letter received from A Granger)

Extension to porch at front; note comment regarding slim driveway; ? overlooking issues or not... No comment.

931.0 PROCESS TO REVIEW MEDBOURNE NEIGHBOURHOOD PLAN

Explanation given earlier. Working Group @ 20 June in Sports Club. SK, LE, David Delaney...

932.0 REVIEW OF 'VILLAGE ENGAGEMENT PROPOSAL'

Cllr W (and Tom P) – ? draft proposal to engage across the village / key concerns / what is used / etc. ? how to communicate this... ? 'points of view' surgery / face-to-face day.... ? views on other facilities... ? info on local organisations ? survey – all age groups... ? ideas on local environment? Ideas on what PC could do? Update to come.

933.0 TO NOTE CORRESPONDENCE RECEIVED

- Heritage leaflet (Cllr K – 2 Ashley Rd)
- Annual Parish Liaison in November to HDC (SK)

934.0 LRALC 'INTERNAL AUDIT' OF 2021-212 ACCOUNTS

Report circulated.

Two issues noted.

935.0 ACCOUNTING STATEMENTS 2021-22 (to approve)

935.1 AGAR approve.

935.2 Minute noted on AGAR forms....

935.3 Public notice and period

936.0 **2022-23 BUDGET & APPROVAL OF PAYMENTS**

936.1 **Payments to approve for 2022-23:**

- Westcotec (poles for traffic signs) : **£1950/3900** (SC to check permit)
- Seton (roadside mirror, 500ml) : **£137.93**
- M Field (salary payments May and June) : **£130.48 x 2**
- M Field (renewal of website domain name) : **£11.98**
- E-on (lighting maintenance) : **£158.40**

936.2 **Bank Reconciliation to 30 April 2022**

Circulated.

936.3 **Bank Mandate for MPC Mower Fund**

Bank have not complied with MDC's instructions.

Formal complaint made regarding refusal of signatures but not upheld.

To take next steps, including Ombudsman.

937.0 **INSURANCE RENEWAL 2022-23**

Quotation circulated. Agreed to1 year get comparison for 3 years next.

938.0 **GRANT APPLICATIONS**

Offer to War Memorial ? gravel from SC

939.0 **QUESTIONS TO THE CHAIR**

940.0 **ITEMS OF REPAIRS AND MAINTENANCE**

Notice Board outside shop. ?James to check.

Pothole known about Ashley Road

Springbank hole.

941.0 **COUNCIL TRAINING AND RESOURCES**

List received from LRALC....

942.0 **ITEMS FOR NEXT AGENDA**

DATE OF NEXT MEETING: *Monday 4th July 2022, 7.30pm*

- *Update on new website.*