

**MINUTES OF THE GROBY PARISH COUNCIL MEETING
HELD ON 15th JANUARY 2018 AT THE COUNCIL OFFICES COMMENCING AT 7.00PM**

Councillors Present: Cllr Rigby (Chairman)
Cllrs G Baker, P Batty, Beck, Coley, Emmerson, Gunn, Hollick, B Jones,
S Jones, Lindsay, Marvin, Measures, Sleath and Smith,

Also Present: The Clerk,
The Admin Assistant
Borough Councillor Cartwright
County Councillor O'Shea
4 members of the public

COU/189/17-18 Apologies for Absence

There were no apologies

COU/190/17-18 Declarations of Interest

Cllr Emmerson declared a non-pecuniary interest in any item relating to Groby Allotment Society. All members declared a pecuniary interest as rate payers within the Groby Parish. A dispensation was granted by the Clerk in relation to the above interest in order to allow Members to participate fully within the meeting as it was considered to be in the interest of persons residing within the Groby Parish

COU/191/17-18 Minutes of the meeting held on 4th December, 2017

It was raised that both apologies and attendance were recorded for Cllrs Marvin and Lindsay. The minutes were altered to record their apologies only. It was **resolved** by majority decision to approve the minutes of the Groby Parish Council meeting held on 4th December 2017, with the agreed amendments. These were duly signed by the Chair as a true record.

Cllr. Batty suggested that matters arising from the minutes should be included on future agendas. It was **agreed** that the Clerk should include it on the agenda, but that Members should inform the Clerk of any matters requiring an update prior to the meeting.

Closed Session Minutes of the meeting held on 4th December, 2017

It was raised that both apologies and attendance were recorded for Cllrs Marvin and Lindsay. The minutes were altered to record their apologies only. It was **resolved** by majority decision to approve the closed session minutes of the Groby Parish Council meeting held on 4th December 2017. These were duly signed by the Chair as a true record.

COU/192/17-18 Public Participation

In accordance with Standing Order 36.3 the Chairman adjourned the meeting at 7.10pm for a maximum of 20 minutes to allow for public participation.

A member of the public raised concerns about possible damage caused by a tree at the rear of his property. Cllr Emmerson read out the findings of the tree survey that was carried out in November 2017. It was confirmed that the resident had previously written to the Parish Council raising concerns about shading caused by the tree. The resident was advised to put his current concerns in writing to the Parish Council, who would pass it on to the Council's insurers. He was also advised to contact his own insurers. It was agreed that the Clerk should forward the Trees in Focus document to the resident

Another member of the public requested more information regarding the Village Hall's decision to close the car park. Cllr Hollick, as a member of the Village Hall committee updated the meeting regarding the decision.. Cllr Hollick was asked if the Parish council could officially be informed of the details regarding the gate closure.

COU/193/17-18 Borough Councillors' reports

The Borough Councillors' report was included in Members' packs..

Councillor Cartwright informed Members that the court case regarding the parish poll banner was the following day. He also informed the meeting that the next Parish Poll Steering Group meeting would be 2pm on Friday 26th January, 2018.

Cllr Cartwright updated members that the retrospective planning application to approve the amended build design of the Groby Club smoking shelter that was not compliant with the original approved planning application had been passed therefore what was now constructed had received the required planning permission.

Arguments that it is in the wrong place was not part of this retrospective planning application as that argument had been lost a long time ago with the approval of the original planning application and therefore was immune from challenge so too now is the construction of it.

in respect of the retrospective planning application whilst I appreciated that a number of residents had been in contact with a number of Cllrs this had not progressed to comments against the retrospective planning application being processed by the Borough Council. With this critical fact and the severity of the required amendment the Borough Council had little option but to approve it.

He updated Members on the smoking shelter and informed the meeting that the enforcement action is scheduled for the February meeting

Standing Orders were suspended for a further 3 minutes whilst a discussion took place

Standing Orders were resumed at 7.42pm

COU/194/17-18 Clerk's Report

Website/email

Cllr Smith informed Members that the registration of the domain name is due to expire shortly. It was agreed that Cllrs Smith and Coley, with the assistance of Borough Councillor Cartwright should look into the matter

Neighbourhood Plan

This was agreed that Cllr Hollick should speak to HBBC and report back to the Parish Council

Christmas lights review

Disappointment was expressed by some Councillors regarding the Christmas light display and informed they informed members that complaints had been received that the lights had been on for 24 hours a day.. Cllr. Hollick updated Members on the problems that had occurred and Cllr. Rigby added that 2018 will be the last year of the contract.

Tree work

A letter from the tree surgeon was included in Members' packs and discussed. It was **resolved** to delegate to the Clerk to accept a further 15 days work, if a minimum 10% discount could be negotiate and if the contractor doesn't agree to the discount the Clerk should invite quotes

Cllr. S Jones left the meeting at 8pm

Cycling - to discuss prohibited activity

Prohibited cycling on the councils' parks was discussed. It was **resolved** that no cycling signs should be erected at all entrances to the parks, in accordance with the bye-laws.

Year end support for finance package

The Clerk requested year end support for the finance package. The options were discussed and it was resolved by majority decision to accept the quote for the year end service at the cost of £515.00

Community Speed watch

The Clerk informed Members that she had only received 5 volunteers for the community speed watch scheme

Standing Orders were suspended at 8.19pm for 2 minutes to allow a resident to take part in the discussion. Standing Orders were resumed at 8.20pm

It was agreed that the County Council should be thanked for considering Groby for inclusion in the scheme, but inform them that unfortunately there were not enough volunteers.

Standing Orders were suspended at 8.21pm for 9 minutes.

COU/195/17-18 County Councillors report

The report had been included in Members' packs. The churned up grass opposite Groby College was discussed and it was suggested that the County Council could clear the verge and make the road wider, to allow for a drop off zone. Cllr O'Shea agreed to raise the matter with highway officers

Cllr S Jones returned at 8.30pm.

Former highways land on Leicester Road was then discussed

County Councillor O'Shea and Borough Councillor Cartwright left the meeting

Cllr Rigby left the meeting at 8.31pm

Cllr Gunn chaired the meeting in the absence of the chairman.

COU/196/17-18 Finance & General Purposes Committee

It was **resolved** to accept the following recommendations from the Finance & General Purposes Committee meeting held on 10th January 2018:

Members of the Finance & General Purposes resolved to approve the minutes of the meeting held on 10th January 2018 with the inclusion in the minutes that Fidelity Guarantee insurance should be included within Parish Council insurance policy, as a safeguard

Scouts Boundary

Information and quotes from the insurance company regarding expert opinion on the scout's boundary were distributed to Members. It was **resolved** to accept the quote from Symbiosis Consulting Ltd.

Cllr Rigby re-joined the meeting at 8.34pm

Cllr Smith requested a financial audit on the Christmas event, which Cllr Rigby agreed to supply

2018/19 Budget/Precept

The budget and the precept were discussed at length

Cllr. B Jones left the meeting at 9.11pm

It was **agreed** that an extra-ordinary meeting to set the precept should be arranged for Monday 22nd January, 2018 at 7pm

Cllrs Lindsay and Marvin left the meeting at 9.13pm

Report by Internal Auditor 2016-17

The Internal Auditors verbal report to the Finance & General Purposes Committee meeting was discussed and it was acknowledged that the Parish Council is moving in the right direction

Sickness insurance

It was unanimously **resolved** to proceed with the sickness insurance, as recommended by the committee

COU/197/17-18 Payment of accounts

Payee	Details	Net Amount £	Vat £	Gross £
Johnson Tree Care	Tree Work - behind Scout Hut	190.00	38.00	228.00
Charnwood Turf	Delivered 20.09.17	37.50		37.50
Various	December Salaries	7,017.16		7,017.16
HMRC	Tax & NI -December none due	0.00		0.00
SLCC	Membership Renewal	233.00		233.00
LCC	LGPS - pension	1,699.55		1,699.55
Symbiosis Consulting Ltd	Tree Inspections	4,500.00	900.00	5,400.00
PWLB	Loan repayment	2,848.10		2,848.10
HBBC	Emptying Bin Contract	1,805.96	361.19	2,167.15
M & BG	November Groundcare	1,666.66	333.33	1,999.99
M & BG	December Groundcare	1,666.66	333.33	1,999.99
Stamford Arms	Re-imbusement of Christmas Lights event expenses	775.00	155.00	930.00
Norwood Press	Klondyke Banners & Posters	198.00	39.60	237.60
GPC Employees	Mileage-December	213.08		213.08
Ratby Co-opertative band	Carols round the Christmas Tree	200.00		200.00
HBBC	Cemetery Rates	115.00		115.00
Opus Energy	Cemetery electricity	94.93	4.75	99.68
ESPO	office Consumables	80.15	16.03	96.18
Granart	x2 Granite plaques	90.00		90.00
BLM	Solicitors re: VAT		89.10	89.10

Groby & Fieldhead Spotlight	1/4 page advert for Parish Councillor	65.00	13.00	78.00
Mapwaste	Waste Collection	48.60	9.72	58.32
Pubpay	For November Payrollsx8	27.60	5.52	33.12
GPC Employee	Clerk's re-imburement-Expenses	33.12		33.12
Aqua Aid	Water	25.47	5.09	30.56
Pubpay	For December Payrollsx7	24.15	4.83	28.98
E.ON	Electricity for Christmas Lights	22.11	1.11	23.22
Toolstation	Wrench set/Guttering	11.89	2.38	14.27
Johnson Tree Care	Tree Work - December 17	540.00	108.00	648.00
Johnson Tree Care	Tree Work - January 17	464.00	92.80	556.80
		24,692.69	2,512.78	27,205.47

Receipt Schedule

Amounts received since last meeting:

<i>Name</i>	<i>Details</i>	<i>Amount £</i>	<i>Receipt No:</i>	<i>Date Paid</i>
Anstey & District	Cemetery Fees	573.00	C/17/18/17	12.12.17
local Resident	Memorial Tree	150.00	C/17/18/18	20.12.17
HMRC	2nd Qtr VAT return	9253.81	BACS	
LCC	Grass Cutting	4290.00	BACS	29.12.17
local Resident	Cemetery Fees	457.00	CASH	10.01.18
Total		14,723.81		

It was unanimously **resolved** to approve the payment of accounts that were presented at the meeting.

COU/198/17-18 Financial Reports

The budget report and the bank reconciliation had been included in Members' packs. These were noted

The Chairman called for a comfort break at 9.20pm

Cllrs Gunn and Baker left the meeting during the break

The meeting resumed at 9.25pm

COU/19917-18 To appoint the Internal Auditor for 2017-18

Quotes and supporting documents from two prospective Internal Auditors were included in Members' packs. It was unanimously **resolved** to appoint Redwood Pryor as the Internal Auditor for 2017-18

COU/200/17-18 Planning & Development Committee.

The minutes of the meetings held on 27th December 2017 and 10th January 2018 were noted

COU/201/17-18 Parks & Cemetery Committee

The minutes of the meeting held on 4th January 2018 were included in Members' packs and discussed as follows:

Adult Pitch Hire

It was agreed that this should be re-discussed at the next Parks & Cemetery Committee meeting

WW1 memorial bench

It was agreed to apply for a Parish & Community Initiative Fund grant for 2 benches

Allotment Wall

It was agreed that a quote should be obtained for the internal wall and that another structural survey should be commissioned for the external wall to recommend what work needs to be undertaken on health & safety grounds. It was suggested that both the Thomas Herbert Trust and the Sacheverell Trust should be contacted for grants towards the project

Hedge Maintenance

As the contractor had not completed either Flaxfeld Amenity area hedge or Orchard Allotment hedge it was agreed to cancel the acceptance of the quote if the work is not completed in 7 days and delegate authority to the Clerk to accept a quote from another contractor

Hedge Insurance Claim

The removal of a section of the hedge, as requested by the claimant was discussed. After discussion it was agreed not to remove the hedge and that when the claimant provides the Parish Council with evidence of subsidence the Parish Council will forward it to its insurers

It was agreed that the Council's staff should carry out the weed spraying and re-dress the BMX track.

It was unanimously **resolved** to accept the above recommendations

COU/202/17-18 Unauthorised use of Stamford Memorial Park

The unauthorised use of Stamford Memorial Park by Groby Junior Football Club was discussed. The Chairman informed Members that the Clerk is sending information to the club explaining the Parish Council's procedure and it was agreed that the football club should comply with these procedures

At 10pm the Chairman proposed (in accordance with Standing Order 44) the suspension of Standing Orders to allow the meeting to continue for a further 10 minutes.

COU/203/17-18 Request for a grit/salt bin

Cllr Smith withdrew his request for a grit/salt bin on Wallace Drive

Cllr Measures then read out her proposal for a grit/salt bin to be located on Jacqueline Road. It was agreed that 2 bags of the rock salt available to Groby residents could be sited at a resident's property on Jacqueline Road for the use of those residents

COU/204/17-18 Correspondence

137	HBBC	Parish Precepts	This was noted
138	Local Resident	Keep Fit Exercise Classes	It was agreed that the Clerk should write informing the resident about the relevant article in Borough Councillors report

At 10.10pm the Chairman proposed (in accordance with Standing Order 44) the suspension of Standing Orders to allow the meeting to continue for a further 10 minutes.

139	Local Residents	Feedback on Bygone Christmas Fayre	These were noted
140	LRALC Admin	Buckingham Palace Garden Party – 15 th May 2018	This was noted
141	LRALC Admin	Important update: no “capping” (referendum principles) for Parishes for three years	This was noted
142	HBBC	S106 contributions at 10 January 2018	This was noted

*The Chairman proposed and it was **RESOLVED**, unanimously, to exclude the public and press from the meeting under the Public Bodies (Admissions to Meetings) Act 1960 for the reason that the nature of the business being discussed was of a confidential and sensitive nature, and that matters appertaining to employment were of a confidential nature.*

COU/205/17-18 Staff Matters

Discussion regarding staff matters took place.

COU/206/17-18 Date of next meeting

It was agreed that the next scheduled meeting would be held on Monday 5th February 2018

The meeting closed at 10.20pm.

Signed
Chairman

Date