

**MINUTES OF THE GROBY PARISH COUNCIL MEETING
HELD ON 5th FEBRUARY 2018 AT THE COUNCIL OFFICES COMMENCING AT 7.00PM**

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

Also Present: The Clerk
Borough Councillor Cartwright
County Councillor O'Shea
1 member of the public

COU/211/17-18 Apologies for Absence

Apologies were received from Cllr. B Jones

COU/212/17-18 Declarations of Interest

Cllr Emmerson declared an interest in any item relating to Groby Allotment Society and the wall adjacent to her property
Cllr Hollick declared an interest in the Village Hall and Cllr Sleath declared an interest in Groby Scouts

COU/213/17-18 Minutes of the EGM held on 15th January, 2018

It was unanimously **resolved** that the minutes of the EGM of Groby Parish Council held on 15th January 2018 be signed by the Chair as a true record

Minutes of the meeting held on 15th January, 2018

It was agreed to alter min ref: COU/193/17-18 to read as follows:

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.

It was unanimously **resolved** that the minutes of the Groby Parish Council meeting held on 15th January 2018 be signed by the Chair as a true record, with the agreed amendments.

Closed Session Minutes of the meeting held on 15th January, 2018

It was **resolved** by majority decision that the closed session minutes of the Groby Parish Council meeting held on 15th January 2018 be signed by the Chair as a true record

Minutes of the EGM held on 22nd January, 2018

It was **resolved** by majority decision that the minutes of the Groby Parish Council meeting held on 22nd January 2018 be signed by the Chair as a true record

Closed Session Minutes of the EGM held on 22nd January, 2018

It was **resolved** by majority decision that the closed session minutes of the EGM of Groby Parish Council held on 22nd January 2018 be signed by the Chair as a true record

COU/214/17-18 Matters Arising

Min ref: COU/210/17-18 - Cllr Batty advised Members that the Parish Council may be covered by it's insurance policy for legal advice

Min ref: COU/202/17-18 – Cllr Batty raised that Groby Junior FC had submitted a late permit request

Min Ref: COU/201/17-18 - a quote to cut Flaxfield Amenity area hedge and Marina Park hedge was discussed as it is above the Clerks delegated authority

It was unanimously **resolved** to accept the quote that was presented to the meeting at a total cost of £1,453

Min ref: COU/205/17-18 (in closed session minutes)

Due to the confidential and sensitive nature of this item, it was **resolved** that this item should be discussed in closed session

Min ref: COU/196/17-18 – Cllr Rigby supplied an update, as requested

The previously reported removal/vandalism of trees on Stamford Park – an offer from Coles Nursery to replace the trees F.O.C was discussed and it was unanimously **agreed** to accept the offer and that the Clerk should write to thank them and that a letter should be put into the Groby and Fieldhead Spotlight

Min ref: COU/177/17-18 - Cllr Sleath provided an update to members and Cllr Smith requested that the residents are also kept informed as agreed at the residents meeting

COU/088/17-18: The Clerk informed Members that HBBC had been contacted but they only supply householders. It was **agreed** by majority decision that the Clerk should contact an alternative supplier and given delegated authority to accept a comparable quote

COU/215/17-18 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 expressed concern that his memorial stone mason had been asked to lower his memorial stone in the cemetery. A discussion between Members and the resident then took place and councillors explained that the stone mason had not followed the correct procedure and that the cemetery rules need to be complied to.

It was **agreed** that a meeting should be arranged with the chair of the council; the chair of the Parks & Cemetery Committee; the stone mason and the resident concerned.

The resident informed Members that he had put his complaint regarding the trees at the rear of his property in writing, as requested at the last meeting. The resident was asked to contact his own insurers. It was **agreed** that the Clerk should forward the relevant section of the tree survey to the resident

The meeting was adjourned for a further 10 minutes

COU/216/17-18 County Councillors report

The report had been included in members' packs. Cllr O'Shea updated Members that the County Council would not be able clear the verge and make the road wider, to allow for a drop off zone, as discussed at min ref COU/195/17-18.
A hole on Woodbank Road was reported to Cllr O'Shea who agreed to inform the highway dept.

COU/217/17-18 Borough Councillors' reports

The Borough Councillors' report was issued to members at the meeting.

Councillor Cartwright circulated a report of the Steering Group meeting held on 26th January, 2018

Councillor Cartwright then updated Members on the Parish & Community grant applications from Groby CiC and Groby Allotment Society and informed the meeting that Groby Library had withdrawn their application

Standing Orders were suspended for a further 3 minutes

He reported that there is a heritage grant available from Hinckley & Bosworth Borough Council and asked if the Parish Council would support a heritage sign on the wall on Leicester Road

Standing Orders were resumed at 7.55pm

Cllr. Gunn thanked Councillor Cartwright for the Klondyke report

COU/218/17-18 Planning & Development Committee.

The minutes of the meeting held on 24th January 2018 were noted

COU/219/17-18 Finance & General Purposes Committee

It was resolved to accept the recommendations of the Finance & General Purposes committee meeting held on 31st January, 2018

The Allotment Wall

The three quotes to repair the internal wall which were included in members' packs were discussed at length. It was **resolved** by majority decision to accept the quote at a cost of £10,399.65. Councillors agreed that the contractor needs to know the Parish Council's payment terms and asked the Clerk to seek clarification on the foundations

COU/220/17-18 Payment of accounts

<i>Payee</i>	<i>Details</i>	<i>Net Amount £</i>	<i>Vat £</i>	<i>Gross £</i>
GPC Employees	January 2018 Salaries	5,256.42		5256.42
HMRC	Tax & NI - January 2018	536.08		536.08
LCC	LGPS - pension January 2018	1,682.59		1,682.59
GPC Employees	Mileage-January 2018	243.46		243.46
Konica Minolta	Photocopier rental-& copies	246.19	49.23	295.42
GPC Employee	Clerk's re-imburement-Expenses	8.57	0.00	8.57
ICO	Data Protection - Annual Registration	35.00	0.00	35.00

Waterplus	Water supply - Ratby Road	22.15	0.00	22.15
George Walker	Wood for Benches -stamford park	31.84	6.37	38.21
Hensons Hardware	Parks Consumables	11.50	0.00	11.50
Went to Mow	Hedge Cutting-orchard close allotments	150.00	30.00	180.00
ESPO	office & Cemetery Consumables	64.14	12.83	76.97
Mapwaste	Waste Collection x 2	32.40	6.48	38.88
Toolstation	2 x roller sets	10.47	2.09	12.56
Playdale	Seats & springs -Quarry Park	484.30	96.86	581.16
Ropewalk Chambers	Advice - Klondyke	750.00	150.00	900.00
Opus Energy	Cemetery electricity	230.24	11.51	241.75
Aqua Aid	Water	19.99	4.00	23.99
		9,815.34	369.37	10,184.71

Name	Details	Amount £	Receipt No:
Groby Juniors	Match fees awaiting £90.00	90.00	17/18/5
HBBC	Play equipment - QE park	6,000.00	BACS
Anstey & District	Cemetery Fees	110.00	C/17/18/20
	Total	6,200.00	

It was **resolved** to make the payments as recommended by the Finance & General Purposes Committee. Income was noted

COU/221/17-18 Financial Reports

The budget report and the bank reconciliation had been included in Members' packs, were agreed as recommended by the Finance & General Purposes Committee.

COU/222/17-18 Parish Councillor Reports

Informal Anti-Social Behaviour(ASB) Meeting – 24th January 2018

Cllr Batty gave a report of the meeting which was attended by Parish Councillors Batty and Smith, the Clerk, Sgt Francis Lang, PCSO Hunt, HBBC's ASB Manager and County Councillor O'Shea. General incidents of ASB in Groby as well as specific areas of concern such as parking obstructions on Ratby Road; Groby Pool; cycling on footpaths and motorbikes on the parks were discussed. A joint Neighbourhood Warden between neighbouring parishes was also discussed

The Klondyke

This was discussed during the Borough Councillors' reports

COU/223/17-18 Parish & Community Initiative Fund grant applications

Details of the grant applications were included in Members' packs

The Parish Council – Marina Park refurbishment project

This was discussed at length at it was unanimously **resolved** to accept the quote for £17,506.20 with the possible revision to change the equipment, that the Parish & Community Initiative Fund grant should be applied for and to apply for s106 funding towards the project

Groby Allotment Society – CCTV

Cllr. Emmerson declared an interest, as an allotment plot holder

It was **resolved** by majority decision to support the grant application. Cllr. Hollick abstained from voting as he is a Borough Councillor

Groby CiC – bridge on Groby Meadow

It was **resolved** by majority decision to support the grant application. Cllr. Hollick abstained from voting, as he is a Borough Councillor

The Chairman called for a 5 comfort break at 8.50pm

The meeting resumed at 8.55pm

COU/24/17-18 Clerk's Report

Email Address

It was **agreed** that the Parish Council should register a .gov.uk domain name.

It was proposed, seconded and unanimously **resolved** to engage an IT consultant to set up the office emails and register the domain name

Barrister's advice

Cllr Batty informed members that it would be prudent to employ a barrister for advice regarding class action to keep faith with the Parish Poll. It was **agreed** by majority decision to employ the services of a barrister at the cost of £750. Cllr. Hollick abstained

Internal Auditor

It was unanimously **resolved** to appoint the Internal Auditor to collate the information for the solicitors regarding the H.R. issues

Document, Retention, Archive and Destruction Policy

It was agreed to ask the Internal Auditor to advise on the policy and bring back to the next meeting. It was agreed in principle to have a policy

Scope of Audit

It was unanimously **resolved** that the Chairman and the Clerk should sit down with the auditor and decide a scope of audit

Parish Poll Banner Court Case

An update was provided in members' packs and noted

Deputy Clerk vacancy

Due to the confidential and sensitive nature of this item, it was agreed that this item should be discussed in closed session

Employee Handbook

An update was provided to members

Memorial Stone

This was discussed in public session

Cemetery Memorabilia

The draft letter to deed holders in section L respectfully requesting the removal of all items not adhering to the Cemetery regulations, which was included in members' packs was discussed. It was agreed that the word decided should be changed to read resolved
It was then unanimously **resolved** to approve the letter.

COU/225/17-18 Correspondence

143	Leicestershire Footpath Association	Notice of Annual General meeting	This was noted
144	Local Resident	Tree Concerns – photo's available	This was discussed in public session
145	Neighbourhood Policing Area	Information re new NPA commander at Hinckley and Blaby	This was noted
146	Local Resident	Residents concerns	The Clerk was asked to acknowledge the letter and inform the resident that it is not the jurisdiction of the Parish Council and refer them to HBBC
147	Local Resident	Christmas Lights – Lawnwood shops	The Clerk was asked to reply thanking the resident for bringing it to the our attention and inform them that funding is ring-fenced and new lights will be fitted next year
148	Local Resident	Building site - Martinshaw Lane	The Clerk was asked to reply to say that the concerns have been noted, but that it is not the jurisdiction of the Parish Council and refer them to the correct authority
149	HBBC	Parish Forum Dates of meetings	This was noted
150	HBBC	Klondyke: summary of visits over last 12 months	It was agreed that the working party would draft a letter to HBBC to say that this is not acceptable
151	Leicestershire Police	List of Contacts for the area	Cllr. Gunn updated members on the text system for information.
152	Groby Jnrs	Request for permit	It was proposed, seconded and resolved that the Clerk should write to the club as follows: Unfortunately the request is declined due to the sustained period of inclement weather and excessive rain, as Councillors are concerned that the ground will be sodden. Councillors were also concerned about the short notice given for the request. A failure to comply with this refusal puts in jeopardy the football club's relationship with the Parish Council. The council is aware that when they previously put a refusal across to you that this was ignored and this has been noted. The Parish Council would very much like to talk to you about how we can move forward in a positive manner and would like to arrange a meeting with you to discuss
153	Stone Mason	Query re: Memorial Stone	The Clerk was asked to reply as follows: that the Parish Council stance is that it sticks by the council regulations

154	HBBC	TEN application	This was noted
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COU/226/17-18 The General Power of Competence

The Parish Council agreed that it met the criteria and unanimously **resolved** to adopt the General Power of Competence

*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.*

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/227/17-18 Date of next meeting

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

The meeting closed at 10.05pm.

Signed
Chairman

Date