

**MINUTES OF THE MEETING OF GROBY PARISH COUNCIL  
HELD AT THE PARISH COUNCIL OFFICE, LEICESTER ROAD, GROBY  
ON 15<sup>TH</sup> JANUARY 2024 COMMENCING AT 7.00PM**

**Councillors Present:** Cllr C Lincoln (Chair) Cllr G Baker Cllr P Batty Cllr S Beck  
Cllr L Collins Cllr L Emmerson Cllr K Griffiths Cllr T Hollick  
Cllr D Hyde Cllr S Jones Cllr G Richardson Cllr L Trivett  
Cllr C York

**Also Present:** Parish Clerk Deputy Clerk  
Borough Cllr Cartwright Borough Cllr Lambert  
Members of the Public – 5  
PC Heath & PCSO Muldoon

**COU/188/23-24 Chairman's Welcome**

The Chairman welcomed all to the meeting and announced that the meeting was being recorded.

**COU/189/23-24 Apologies for Absence**

Apologies were received from Cllr Clarke, Cllr N Jones, and Cllr C Mullins. Cllr Hollick advised he would be arriving late. It was **RESOLVED** to accept these apologies.

Apologies were also received from Borough Councillor Harris.

**COU/190/23-24 Declarations of Interest**

Cllr L Trivett declared a pecuniary interest in Groby CIC.

Cllr C York declared a pecuniary interest in Groby CIC and an interest as a Village Hall Committee member.

Cllr D Hyde declared an interest as he is involved with Groby Juniors Football Club.

*Cllr Hollick joins the meeting 7.05pm*

Cllr T Hollick declared an interest as a Borough Councillor & Vice Chair of the Village Hall Committee.

**COU/191/23-24 Minutes**

**i. To approve the minutes of the Meeting of Groby Parish Council held on 4<sup>th</sup> December 2023**

It was **NOTED** that the Meeting held on 4<sup>th</sup> December 2023 was an ordinary meeting of Council and not an extraordinary meeting which had been stated on the agenda. The draft minutes included in members' packs were correctly headed.

It was **RESOLVED** that the minutes of the Meeting of Groby Parish Council held on 4<sup>th</sup> December 2023 be approved and signed as a true and accurate record.

Cllr S Jones and Cllr Richardson abstained. Cllr Batty voted against stating that he could not vote on something that was not on the agenda.

**COU/192/23-24 Police Report**

The Police newsletter for January 2024 was included in Members' packs and was noted.

PC Heath and PCSO Muldoon were present and answered various questions from members' which included recent vehicle crime in Field Head, availability of comparison crime statistics, Police staffing levels and effect of dimming the streetlights further. The Chair thanked the officers for taking the time to attend the meeting.

**COU/193/23-24 County Councillors Report**

A report from County Councillor O’Shea was included in members’ packs and detailed:

- Groby Flood Alleviation Project update & Timetable from 8 January 2024 to May 2024 for works on Leicester Road between Marina Drive and Dalby Drive
- Two temporary traffic regulation orders located on Leicester Road Service Road, Field Head and Laundon Way, Groby
- 20% Discount on an adult learning course from GoLearn
- Various e-mails scams

**COU/194/23-24 Borough Councillors’ Report**

- A report from Borough Councillor Hollick detailed:
  - Overflowing litter/dog bins which had been reported to HBBC.
- A report from Borough Councillor Cartwright detailed:
  - Rural conference on 14<sup>th</sup> March 2024. Restricted to two places per Parish.
  - Introduction of a new large bin service from HBBC.
  - Introduction of a food waste service.
  - An update on the Klondyke. Waiting on a court date but situation is progressing.
  - Biodiversity emergency which has been declared and the importance of this.
- A report from Borough Councillor Harris was included in members’ packs and detailed:
  - Various projects which will be taking place within Markfield
  - Parking issues
  - Cross Boundary planning

Borough Councillor Lambert advised that the items he wanted to update members on had already been included in Borough Cllr Harris’s report.

**COU/195/23-24 Public Participation**

There was none.

**COU/196/23-24 Clerk’s Report**

- The Clerk informed members that a TENS application had been received from Lady Jane Grey school for a Movie Night for regulated entertainment. This was **NOTED**.

**COU/197/23-24 Correspondence**

52.	HBBC	Parish Forum minutes and future dates	Minutes of the Hinckley and Bosworth Parish Forum meeting held on 7 <sup>th</sup> December 2023 were included in members’ packs and were <b>NOTED</b> .  Cllr Lincoln registered an interest in attending the Rural Conference on the 14 <sup>th</sup> March 2024 on behalf of Groby Parish Council.
53.	Severn Trent	Update on Flood Alleviation Project	An update on the Flood Alleviation Project was included in members’ packs and was <b>NOTED</b> .

**COU/198/23-24 Finance & General Purposes Committee**

**i. To receive and note the approved minutes of the meeting held on 3<sup>rd</sup> January 2024**

The approved minutes of the Finance & General Purposes Committee meeting held on 3<sup>rd</sup> January 2024 were included in members' packs and were **NOTED**.

**ii. To receive and note the draft minutes of the meeting held on 8<sup>th</sup> January 2024**

The draft minutes of the Finance & General Purposes Committee meeting held on 8<sup>th</sup> January 2024 were included in members' packs and were **NOTED**.

**To receive recommendations from the Finance & General Purposes Committee from the meetings held on 3<sup>rd</sup> and 8<sup>th</sup> January 2024:**

**iii. To approve the purchase of a small room hearing loop**

Following concerns regarding the effectiveness of the microphone within the Council Chamber, it was **AGREED** to obtain further information and deferred to a future meeting.

Cllr S Jones left the meeting at 8pm.

**iv. To agree and adopt the 2024-2025 Budget**

The 2024-2025 Budget (Version 4), as recommended by the Finance & General Purposes Committee, was included in members' packs for consideration and discussed.

It was **RESOLVED** to adopt the 2024-2025 Budget (V4) as presented to the meeting.

A recorded vote was requested:

Councillors: Baker, Trivett, York, Griffiths, Beck, Emmerson, Lincoln and Hollick voted in favour

Councillor: Collins abstained

Councillors: Hyde, Richardson and Batty voted against.

**v. To agree the amount to be raised by the 2024-2025 Precept demand**

Confirmation was received from Hinckley & Bosworth Borough Council that the tax base figure for 2024-25 for Groby Parish is set at 2,640.5.

In consideration of the Precept, in order to meet the needs of the approved 2024-2025 Budget, strengthen the level of General Reserves (in line with Council's Reserves policy) and fund the estimated 2023-2024 year-end overspend, brought about by the £39,000 External Auditor's bill, it was **RESOLVED** that a Precept request be made to Hinckley & Bosworth Borough Council for the sum of **£306,000** equating to a Band D Council Tax of £115.89. This represents a Tax Band D increase of 29% for the financial year 2024-2025 (51 pence per week / £26.30 per year).

A recorded vote was requested:

Councillors: Baker, Trivett, York, Griffiths, Lincoln, Hollick, Collins and Hyde voted in favour

Councillors: Emmerson, Beck and Batty abstained

Councillor: Richardson voted against

**vi. To review and approve the revised Reserves Policy**

The revised Reserves Policy as recommended by the Finance & General Purposes Committee was included in members' packs.

It was **RESOLVED** to adopt the revised Reserves Policy.

**vii. To receive and note the Income & Expenditure Report and EMR Report to 28<sup>th</sup> December 2023**

The Income and Expenditure report and EMR report to 28<sup>th</sup> December 2023 were included in members' packs. These were verified and **NOTED**.

**viii. To receive and note the verified bank reconciliation for November 2023**

The signed bank reconciliation for November 2023 was included in members' packs. This was verified and **NOTED**.

**ix. To approve payments of accounts and to note income**

A payment schedule, detailing net payments of **£36,739.87** was included in members' packs.

Cllr Batty queried the invoice listed on the schedule received from Knights plc for professional charges and voiced his objection to this invoice being paid. The Clerk explained that the invoice related to 7.5 hours of the solicitor's time to conduct the initial review, the information from which had been received and circulated to the PIR Committee for discussion at the PIR Committee meeting being held on 22<sup>nd</sup> January 2024.

It was **RESOLVED** to approve the Payment Schedule and make all the payments that were presented to the meeting.

A recorded vote was requested:

Councillors: Baker, Trivett, York, Griffiths, Beck, Emmerson, Lincoln, and Hollick voted in favour.

Councillors: Collins and Hyde abstained.

Councillors: Batty and Richardson voted against.

A receipt Schedule detailing Income of **£13,014.50** was included in members' packs and this was **NOTED**.

<b>RECEIPT SCHEDULE</b>		
Amounts received since last meeting		
<i>Name</i>	<i>Description</i>	<i>Amount £</i>
Central England Co-operative	Cemetery Fees	404.00
Resident	Queen Elizabeth II Rose Garden	175.00
Groby Juniors	Permit Fee	100.00
Resident	Queen Elizabeth II Rose Garden	175.00
Resident	Queen Elizabeth II Rose Garden	175.00
Resident	Memorial Bench & Plaque at cemetery	909.00
Resident	Queen Elizabeth II Rose Garden	175.00
Resident	Queen Elizabeth II Rose Garden	175.00
Resident	Queen Elizabeth II Rose Garden	175.00
Resident	Queen Elizabeth II Rose Garden	175.00
Groby Juniors	Line Marking Charges	529.00
73rd Groby Scout Group	Annual Rent	50.00
Groby Juniors	Permit Fee & Line marking charges	697.50
Severn Trent	Temporary Licence Fee for CIC Meadow (to be transferred to EMR)	9100.00
<b>Total</b>		<b>£ 13,014.50</b>

**PAYMENT SCHEDULE**

<i>Payee</i>	<i>Details</i>	<i>Net Amount £</i>	<i>Vat £</i>	<i>Gross £</i>
HBBC	Office & Premises Rates	237.00	-	237.00
HBBC	Cemetery Rates	182.00	-	182.00
HBBC	Qtrly: Refuse & Recycling Q4: Jan - Mar 2024	165.10	-	165.10
HBBC	Qtrly: Dog Bin Contract Q4: Jan - Mar 2024	1,311.44	262.29	1,573.73
Grobby Village Hall	Quarterly Rent: 1st Jan - 31st March 2024 (Annual rent increased by 4.4% to £2,265.48 from 01.01.2024)	566.37	-	566.37
Sharp Photocopier / Siemens	Photocopier Quarterly Lease Rental Agreement: Q2	73.45	14.69	88.14
Stallard Kane	Health & Safety Advisors	148.50	29.70	178.20
PEAC Ltd	Telephone System & Service fee	119.57	23.91	143.48
Digital Communications	Telephone Line Rental / Calls / Broadband	76.12	15.22	91.34
Microsoft for Business	Microsoft 365 Monthly Licence Subscription	17.20	3.44	20.64
Scottish Power	Cemetery electricity	47.62	2.38	50.00
Various	December 2023 Salaries	7,713.48	-	7,713.48
HMRC	Tax & NI -December 2023	2,255.23	-	2,255.23
Leicestershire County Council	LGPS - Pension December 2023	2,596.06	-	2,596.06
Various	Mileage - December 2023	143.33	-	143.33
Granart Memorials	Kerb Plaques x 3	240.00	-	240.00
AllStar Fuel Card	Van Fuel - 30th November 2023	41.99	8.40	50.39
Pubpay & Stonehenge	Payroll Services: December 2023	20.70	4.14	24.84
Sharp	Photocopier - Mono & Colour Copies (November)	60.52	12.10	72.62
Roma Landscapes	Grounds Maintenance : December 2023	1,750.00	350.00	2,100.00
George Walker Ltd	Wood chippings for Rose Garden	151.25	30.25	181.50
Sunningdale Landscape Supplies Ltd	Cement for Rose Garden	11.50	2.30	13.80
Sunningdale Landscape Supplies Ltd	Sharp sand, cement, cobbles, pavers, weed check for Rose Garden	233.67	46.73	280.40
Blachere Illumination UK Ltd	Installation/Removal & Storage of Festive Lights	1,727.60	345.52	2,073.12
LRALC	Code of Conduct Training	30.00	-	30.00
Earth Anchors	Memorial bench and brass plaque	774.00	154.80	928.80
ESPO	Office Stationery / Estates sundries	201.70	40.34	242.04
Arco Ltd	Estates PPE: Safety Trainers	30.94	6.19	37.13
Knights PLC	Professional Fees - Review of CIC Structure	3,139.00	627.80	3,766.80
Npower	Electricity - lamp posts conservation area	73.08	3.65	76.73
Sunningdale Landscape Supplies Ltd	6 slabs for Cemetery bench	37.50	7.50	45.00
The Carvers' Workshop	Restoration of Grobby Village Signs - Part of Members Highway Funding	1,800.00	-	1,800.00
Hinckley & Bosworth Borough Council	Recharge for Electoral Services for May 2023 Elections	10,568.95	-	10,568.95
Willday Printers Ltd	Leaflet printing for Neighbourhood Plan Event (funded by NP grant)	195.00	-	195.00
		<b>£ 36,739.87</b>	<b>£ 1,991.37</b>	<b>£ 38,731.24</b>

**COU/199/23-24 Estates Committee**

**i. To receive and note the approved minutes of the meeting held on 23<sup>rd</sup> November 2023**

The approved minutes of the Estates Committee meeting held on 23<sup>rd</sup> November 2023 were included in members' packs and were **NOTED**.

Cllr D Hyde recused himself and left the meeting.

**COU/200/23-24 Groby Juniors Permit Review**

Further to the resolution at minute reference COU/160/23-24 to accept the proposals put forward by Groby Juniors Football Club and for the situation to be monitored for two months, Cllr Batty made a point of order that there had not been chance to monitor the situation due to the inclement weather and lack of games that had been played.

It was **RESOLVED** to extend the monitoring for another month, for a meeting between the Estates Committee and representatives from Groby Juniors Football Club to be set up at which the monitoring would be reviewed along with the conditions of the Permit in order to come to an amicable agreement whilst ensuring a) no overuse of the ground, b) Permit conditions are met and c) that football for the youth continues. The review to be brought back to Full Council in March.

Cllr D Hyde rejoins the meeting

Cllr Baker left the meeting at 8.50pm

**COU/201/23-24 GP Surgery Committee**

**i. To receive and note the draft minutes from the meeting held on 12<sup>th</sup> December 2023**

The draft minutes of the GP Surgery Committee meeting held on 23<sup>rd</sup> November 2023 were included in members' packs and were **NOTED**.

**ii. To receive the recommendation from the Committee for the Parish Council to write to the landowner of the parcel of land off Ratby Road with a view to facilitate an introduction between the landowner and the GP Surgery**

It was **AGREED** that it would not be appropriate for Council to communicate with developers of land which had previously successfully been fought, and therefore the recommendation of the Committee did not fall within Council's remit.

It was **RESOLVED** to dismiss the recommendation from the GP Surgery Committee and to inform the GP Surgery accordingly.

**COU/202/23-24 Planning Committee**

**i. To receive and note the approved minutes of the committee meetings held on 26<sup>th</sup> October and 30<sup>th</sup> November 2023**

The approved minutes of the Planning Committee meetings held on 26<sup>th</sup> October and 30<sup>th</sup> November 2023 were included in members' packs and were **NOTED**.

**COU/203/23-24 Neighbourhood Plan Steering Group**

**i. To receive and note the approved minutes of the meeting held on 9<sup>th</sup> November 2023**

The approved minutes of the Neighbourhood Plan Steering Group meeting held on 9<sup>th</sup> November 2023 were included in members' packs and were **NOTED**.

**COU/204/23-24 To confirm the date and time of the next meeting**

The date of the next meeting of Full Council to be held on Monday 5<sup>th</sup> February 2024 at 7pm.

**The meeting closed at 8.57pm**

Signed:.....

Date:.....

Chairman's Initials \_\_\_\_\_