

# South Croxton Parish Council

## Minutes of the Parish Council Meeting held on Monday 1<sup>st</sup> July 2019

### at 6.00 pm in South Croxton Village Hall

Councillors present: Cllr JoAnn Charles (Chair), Cllr Elizabeth Norton, Cllr Paul Gant, Cllr Dave Morris

In attendance: Clerk – Mr SC Johnson, PCS Harkit Sanghera – Thurmaston, Leicestershire Police, Borough Councillor Daniel Grimley, one Member of the public.

Meeting opened at 6.00pm.

#### 1. Welcome

Cllr Charles opened the meeting and welcomed Cllr Dave Morris and other members.

#### 2. Apologies for Absence

Cllr Steve Goodger.

#### 3. Disclosure of Interests by Councillors for this meeting

Disclosure of interests for Agenda Item 10 declared by Cllr Norton at the start of the meeting.

Request from CBC that 'Can you please make your councillors aware that by law they are required to disclose both their own and their spouses/partners disclosable pecuniary interests (DPIs), which includes any employment, trade, profession or vocation carried on for profit or gain' was complied with as appropriate, clerk to return amended Registers of Interests to CBC.

#### 4. Minutes of meeting held on 10<sup>th</sup> June 2019

The Parish Council meeting minutes, were unanimously agreed by Councillors. The minutes were duly signed by the Chair – Clerk to file and add to website.

An opportunity was given for PCS Harkit to introduce himself and his role to Councillors and to provide the latest crime update for the Parish. The report is added at the end of the minutes. PCS Harkit was thanked for his presentation and then left the meeting.

Borough Councillor Daniel Grimley made his report to the Council. As this was his first attendance at the meeting since the local elections he updated the Council on the responsibilities of County Councillor Brenda Seaton and changes to his own remit and Responsibilities as Borough Councillor. A resume of his report is added at the end of these minutes.

#### 5. Matters arising from minutes of Parish Council meeting held on 10<sup>th</sup> June 2019

6. Query about omissions from weekly planning list will be addressed at the Planning Training session on 25<sup>th</sup> July 2019 to be held at CBC.

8. Back up of computer files is now accomplished in the new Norton 360 Antivirus package. 10 GB of storage and 240 Mb used by existing back up.

A portable USB 1TB memory device has been ordered from Amazon.

13. Gully Clearance – concerns about blocked drains have been reported to Highways Authority.

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Confirmed:

Chairman

Date:

## 6. Planning updates

A current version of the planning update sheet was presented to the meeting. Noted was the status of P19/0506/2 changed from previous meeting to 'Granted Conditionally'. Details of the Full Application details had previously been circulated to Councillors.

13	21/08/2018	P/18/1632/2	THE HOVEL SYSTON ROAD	DISCHARGE OF CONDITIONS	PART DISCHARGE
14	07/09/2018	P/18/1733/2	26 SCHOOL LANE	TREE - FELLING ONE MAPLE	GRANT
15	07/01/2019	P/18/2481/2	33 MAIN STREET	SS SIDE EXTENSION	GRANT
16	15/01/2019	P/18/2580/2	LAND SOUTH OF S/CROXTON ROAD	SCREENING OPINION - SOLAR FARM	FINAL DECISION
17	17/09/2018	P/18/1701/2	20C MAIN STREET	SS EXTENSION TO REAR	GRANTED
18	10/10/2018	P/18/1980/2	24 SCHOOL LANE	EXTENSION TO REAR OF PROPERTY	GRANT
19	07/12/2018	P/18/2041/2	PADDOCK 3 TURNS LANE	NEW VEHICULAR ACCESS	GRANTED
20	06/11/2018	P/18/2077/2	77 MAIN STREET	NEW BUILD	REFUSED
21	26/03/2019	P/18/2101/2	TRAVELLERS SITE	ERECTION OF DETACHED DAYROOM	GRANT
22	31/07/2018	P/18/1272/2	77 MAIN STREET	RESUBMISSION OF P/18/2077/2	WITHDRAWN
23	26/03/2019	P/18/2101/2	TRAVELLERS SITE OFF MAIN ST	DETACHED DAY ROOM	GRANT CONDITIONALLY
24	04/04/2019	P/19/0506/2	58 MAIN STREET	SINGLE STOREY REAR EXTN	GRANT CONDITIONAL
25	02/04/2019	P/19/0534/2	17 MAIN STREET	TREE WORKS INC TPO	GRANT CONDITIONAL
26	19/02/2019	P/19/0448/2	TRAVELLERS SITE OFF MAIN ST	DISCHARGE OF CONDITIONS	INVALID

## 7. Financial Matters

The original agenda was superseded by the arrival of additional invoices. Amendments were made for the meeting copy. The latest Bank statements were presented to the meeting and Cllr Gant verified that these agreed with the figures the clerk had presented to the meeting.

### Bank Accounts and Reserves

Current Account Balance	£17413.24 (May/Jun statement)
Deposit Account Balance	£ 5102.26 (May/Jun) statement)
Spend to date for year	£ 2324.79 (Cheques to date)

Cllr Morris checked the documentation supporting the invoices presented for payment and found it to be in order.

#### a) Cheques to be signed this meeting

HMRC	£ 33.40
Clerk Wages	£134.17
Insurance	£331.39
Clerk Expenses	£ 81.54
TP Jones (Payroll)	<u>£ 54.00</u>
PBS (Paper)	£ 18.18
Total	£652.68

Confirmed:

Chairman

Date:

c) Sign bank authorisation

A spreadsheet presentation of the bank accounts showing movements between accounts to bring clarity between the reserves and capital monies held for the financial year 2019/2020. The workings were explained by the clerk and were then unanimously agreed by the Council. The bank movement authorisation letter to put this measure in place was approved and signed by Councillors and will be sent to the bank for the changes to be made. A copy of the spreadsheet is attached at the end of these minutes.

8. Clerks Report

1. A list of expenditure over £100 for the year 2018/2019 has been produced and added to the website documents.
2. The website has been updated with current issues of Regulations and Policies with a list of those documents separately provided in the documents section.
3. Checks have been carried out on the website to ensure transparency is addressed.
4. Clerk has completed and submitted a satisfaction survey of the Audit.
5. A response from the Government Auditor acknowledges receipt of the exempt status sent within the time scale.
6. LRALC has confirmed that the written Auditors Report is for the internal use of the Parish Council to assist making adjustments to presentation where necessary.

9. Awards for All

RCC have now collated all the comments made at the open day on 1<sup>st</sup> June 2019 and has produced a Consultation Results document which has been circulated to Councillors. Twelve people have given their contact details to receive updates of which 3 are interested in being involved in the steering group. Outline questions are being prepared, by RCC, for a survey to be arranged for September. Parish Council have been asked to arrange a meeting of the Play a Part Steering group in the near future to consider initial feedback and contribute to the survey content. Cllrs consider that early September may be appropriate for the meeting due to the August holidays. Clerk to liaise with RCC and feed back to Cllrs.

10. Village Hall Status

The letter written by the Council was acknowledged by the Village Hall as being received and a reply would be forthcoming. There had been further resignations from the Village Hall Committee and as a result the Village Hall Chair has asked for time to establish the current situation and determine priorities.

11. Small Grants

Copies of the small grant conditions, application forms (2018), and the conditions determining the Community Contribution Funds (2017) were circulated to Councillors. There is a need to tighten the conditions relating to monitoring of the grants following comments made by the Internal Auditor. This matter to be determined at the September meeting.

Confirmed:

Chairman

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12. Drains

On the issue of locating a suitable drawing of the drains network Cllr Morris agreed to undertake a search for a suitable source. The subject was illuminated by a member of the public at the meeting concerning the historical knowledge of the drainage system for both flood and sewerage drains. Further work on the Parish Council's part is needed in this matter

13. Correspondence received

Notification of 'proposed' change in charging for bulk waste collection from peoples doorsteps.

14. Opportunity for Members of the Public to speak

As reported in earlier discussion on Village Hall and Drains. Further message from a Parishioner regarding the stiles erected on a public footpath in the Village and the need for repair of a gate. The matter is to be dealt with locally by Councillors.

15. Items for inclusion as future agenda items

Drains

Awards for All

Small Grant conditions

17. Date of Next Meeting

2<sup>nd</sup> September 2019

The meeting finished at 7.40 pm.

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BANK ACCOUNTS	2019/2020		
RESERVE	CURRENT BALANCE	5102.26	
	DV BALANCE	5953.71	
			851.45 SHORTFALL
			945.00 2019/2020
	RESERVE FUND	2500.00	2019/2020
THUS NEW BALANCE IN RESERVE BANK ACCOUNT IS:			9398.71

Confirmed:	Chairman	Date:
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CURRENT	CURRENT BALANCE	17413.24
	LESS TXFR TO RESERVE	4296.45
	BAL	13116.79
	LESS STR LIGHTS	3132.89
	BAL	9983.90
	DEDUCT AED BATTERY	250.00
	BAL	9733.90
	PLUS PRECPT 2 SEPT	5875.50
	PLUS VAT CLAIM	371.00
	BAL	15980.40
	DEDUCT PLAY A PART GRANT	3950.00
	BAL	12030.40
	DEDUCT EST SPEND TO YEAR END	10616.52
	BAL	<b>1413.88</b>

TXFR FROM CURRENT ACCT      851.45  
TXFR FROM CURRENT ACCT      945.00

TXFR FROM CURRENT ACCT      2500.00

**4296.45**

**Police Report**

Police update for South Croxton Parish Council (below).  
Finally, I am on duty to attend the meeting ... hopefully I do not get abstracted.

Between 27/06/2019 & 28/06/2019 > SOUTH CROXTON RD - Items stolen from vehicle. [ TFMV ]

- BD = Burglary Dwelling
- BOTD = Burglary other than Dwelling
- TMV = Theft of Motor Vehicle
- TFMV = Theft From Motor Vehicle
- DMV = Damage to Motor Vehicle
- T = Theft

Confirmed:	Chairman	Date:
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Borough Councillors Report

Councillor Grimley gave a resume of the post-local election arrangements for both Councillor Seaton and himself.

Cllr Seaton is the Mayor of Charnwood and will serve until May 2020. She is also a County Councillor and the Borough Councillor for Thurmaston Ward.

Councillor Grimley is on the following Committees – the Council, Housing, Planning and Regeneration, Regulatory Services, Security Committee, Scrutiny Call in Committee.

The meeting was given updates on building and grant monies for this year were again highlighted with hopes that the monies might be spread across the district in amounts of C£250 to bring benefit to individual causes e.g. additional lighting for elderly.

Confirmed:

Chairman

Date: