

# South Croxton Parish Council

## Minutes of the Parish Council Meeting on Monday 4<sup>th</sup> March 2019 at 6.30 pm in South Croxton Village Hall

Councillors present: Cllr JoAnne Charles, Cllr Liz Norton,  
Cllr Paul Gant, Cllr Steve Goodger,  
Cllr Richard Spokes  
Borough Cllr Daniel Grimley

In attendance: Clerk– Mr SC Johnson

Meeting opened at 6.30pm.

1. Welcome

Cllr Charles opened the meeting and welcomed all present.

2. Apologies for Absence

None

3. Disclosure of Interests by Councillor for this meeting

Cllr Norton declared an interest for item 8.

4. Agree minutes of meeting held on 4<sup>th</sup> February 2019

The minutes were unanimously agreed, proposed Cllr Norton,  
seconded Cllr Goodger and were duly signed – Clerk to file and add to  
website.

Opportunity for Borough Councillor to address the meeting -  
Cllr Grimley gave his report:

It has been a busy month again at Charnwood. The budget meeting where the Council Tax is agreed took place on 25<sup>th</sup> February and this is always a lively evening with lots of debate. Councillors in Charnwood are starting to prepare for the local elections on Thursday 2<sup>nd</sup> May. Some councillors will be retiring and there will be some fresh faces after then. I have recently had a minor operation for kidney stones and this went well.

### **Increase to Charnwood element of council tax approved**

Charnwood Borough Council has agreed to raise its share of council tax by 9p a week for a Band D property.

The increase will see the annual charge for an average Band D property rise £5 (4.27 per cent) to £122.09 from April 1, 2019.

The increase was agreed at full Council on Monday February 25. At the meeting 37 councillors were in favour of the increase, eight were against and there was one abstention. Charnwood Borough Council currently has the 23rd lowest council tax charge out of 201 district councils in the country.

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Confirmed:

Chairman

Date:

Council tax pays for a range of services provided Charnwood Borough Council, Leicestershire County Council, Leicestershire Police and Leicestershire Fire and Rescue and the parish council where you live (or Charnwood Borough Council for people in Loughborough). The Charnwood element accounts for less than 10 per cent of the total bill.

#### **Travellers Site**

Chasing the officer for response to South Croxton's concerns re works being carried out as well of clarification re. Reinstatement of removed hedge and spoil being deposited on adjoining.

#### **Charnwood Borough Council Elections May 2019**

Charnwood Borough and Parish Council elections are due to take place on 2<sup>nd</sup> May 2019. If you are not yet registered to vote, please visit Charnwood Borough Council website on the following address: [https://www.charnwood.gov.uk/pages/register\\_to\\_vote](https://www.charnwood.gov.uk/pages/register_to_vote). You can also apply for a postal vote when you register to make it easier for you to cast your vote at election time.

If you would like to contact the electoral services directly at Charnwood please email: [electoral.services@charnwood.gov.uk](mailto:electoral.services@charnwood.gov.uk) or telephone: 01509 634546

#### **New fine being introduced to tackle the issue of fly-tipping**

Charnwood Borough Council can now issue £400 fixed penalty notices to people who do not ensure their waste is disposed of by a licensed waste carrier.

Anyone who produces waste has a legal duty of care to take all reasonable steps to ensure their waste is disposed of in the correct way. If any fly-tipped waste is traced back to the household it came from, the householder can be fined or prosecuted.

People are reminded to only use a registered waste carrier to dispose of their waste. This can be confirmed by checking their paperwork.

If you spot any fly-tipped waste, please call the borough council on 01509 634563 or use our online reporting form [www.charnwood.gov.uk/fly\\_tipping](http://www.charnwood.gov.uk/fly_tipping).

Two additional issues were raised with Cllr Grimley:

- a) Parking difficulties outside public house especially on Thursday and Sunday nights. Cllrs requested that yellow lines be painted in affected areas. Cllr Grimley to investigate.
- b) A greenhouse has appeared in a field; location to be advised and sent to Cllr Grimley for investigation.

Cllr Grimley here departed the meeting at 1900 hours.

5. Matters arising from minutes of meeting held on 4<sup>th</sup> February 2019.

On item 5c there was a question as to the intended date of the Small Grant form, submitted by the Village Hall Committee, and whether it was intended to be for 2019/2020. This meeting understood the application was for the current year. Clerk to investigate.

When discussing the work previously reported to clear the gully the matter of the drains now being silted up on Main Street was raised. Clerk to request action.

An update of Playing field maintenance plans to be carried out by Parish Council per the ROSPA report was followed by queries about the 'Play a Part' grant application progress. Clerk reported that we do not expect any contact until April unless there are queries about the application and these would be made to the representatives detailed in the application.

Chair requested that the Playing Field be added as an item on the next meeting agenda - Clerk to action.

6. Clerks Report

Notification of a Meeting at the Coplow Centre in Billesdon at 7.00pm on 4<sup>th</sup> April 2019 to oppose the proposed A46 Expressway was raised. Although not designated to involve South Croxton Cllrs considered that it would be prudent to attend and monitor current developments. It was agreed that the Clerk should fulfil this role by attending.

A newspaper article concerning 'How to save your local Post Office, Bank or Pub' had been passed to the Clerk. It was decided to keep the paper on file as there were currently no plans to embark on such a venture.

The National Salary award for Clerks for 2019-2020 has been published and takes effect from 1<sup>st</sup> April 2019. A document published by the National Association of Local Councils dated 14<sup>th</sup> December 2018 gives details of the award with the relevant increase against SCP's (Spinal Column Points). All Councillors checked the documents and agreed that the award should be paid. The information will be passed to the payroll coordinator to ensure that appropriate deductions are made in time for the start of the financial year.

7. Planning Updates

No new applications had been notified. Ongoing applications were revisited to monitor discharge of conditions. Cllr Spokes declared an interest in P/18/1632/2 and did not take part in the discussion of that item. It was noted that in the application (granted) for the new vehicular access work had been carried out. No further information was available concerning the preliminaries for a Solar Farm P/18/2580/2.

8. Village Hall - Insurance and Bonfire site

An enquiry had been made to obtain a budget for insurance cover of the annual bonfire activity. The range of the amount stated reflected the wide variation of conditions which needed to be taken into account. It was established that the cover would be attached to a Village Hall's Policy rather than a Parish Council's. The exercise was carried out at the request of the Parish Council to clarify where the risk should be placed. The details are to be passed to the Village Hall Committee for follow up.

The matter of the clearance of the bonfire site on the playing field, metal and glass deposits, was raised and a request that this be rectified by the Village Hall.

9. Grass Cutting contract

Renewal of this contract was assessed due to the large cost increase proposed by the existing contractor. Three additional quotations were obtained for the work in 2019/2020 and the details were presented to the meeting. Councillors decided to accept the proposal of a local contractor based on the detail presented, business was locally based, and the price was within the Parish Council budget.

10. Insurance Renewal

The Parish Council insurance is due for renewal on 1<sup>st</sup> June 2019 and the company have already quoted for the coming year. A second quotation has been obtained in an effort to keep within the budget set for the year. Details were presented to the meeting and following discussion Councillors decided to accept the new quotation based on the offer for a fixed price 3 years contract within the budget.

Confirmed:

Chairman

Date:

## 11. Defibrillator use

Concerns about use of the defibrillator with CPR had been expressed where a code was required to unlock the cabinet. The Clerk had been in contact with EMAS (East Midlands Ambulance Service) to ensure that the machine was registered with them and that they had access to the code.

A paper discussing the question of a locked cabinet versus tampering or vandalism and the need to gain rapid access to the machine for a potential patient was considered.

The question of how to identify that an individual was actually suffering cardiac arrest was established as important.

A decision was made by Council to obtain email addresses of all parishioners, previously lost with the computer breakdown, through the use of a template. This would be distributed door to door by Councillors ensuring compliance with the GDPR Regulations. The defibrillator code would then be sent to Parishioners using their email addresses. The Clerk will obtain appropriate instructions from medical sources to identify if an individual is presenting as a cardiac arrest and this will then be circulated in the Parish.

## 12. Financial Matters

A statement of Bank Accounts and Reserves, updated from the previous month was tabled and is attached following. The actual end of year balances will depend on the spend to end of year which will be evident at the next meeting.

|                                     | CREDIT        | DEBIT   |
|-------------------------------------|---------------|---------|
| <b>BALANCE OF CURRENT ACCT</b>      | 8336.54       |         |
| DEVELOPMENT FUND (to Reserve)       |               | 5953.71 |
| CCF (HELD IN CURRENT ACCOUNT)       |               | 166.26  |
| ESTIMATED SPEND TO YEAR END (March) |               | 3013.87 |
| VAT RECLAIM                         | 1756.91       |         |
| SUB TOTAL                           | 10093.45      | 9133.84 |
| <b>END OF YEAR BALANCE</b>          | <b>959.61</b> |         |

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Confirmed:

Chairman

Date:

|                                      |                |         |
|--------------------------------------|----------------|---------|
| <b>BALANCE OF RESERVE ACCOUNT</b>    |                |         |
| RESERVE ACCOUNT BALANCE              | 5098.04        |         |
| STREET LIGHT MODIFICATIONS           |                | 3132.89 |
| TRANSFER DEVELOPMENT FUND TO RESERVE | 5953.71        |         |
| SUB TOTAL                            | 11051.75       | 3132.89 |
| <b>END OF YEAR BALANCE</b>           | <b>7918.86</b> |         |

- a) The Clerk reported that he had now established contact with the Internal Auditor from LRALC and a program had been arranged for telephone discussions and a meeting to enable the auditor to complete his report.
- b) Cheques as indicated following were approved and signed by Councillors. The Invoice from LRALC for the Internal Audit is for the current year 2018/2019.

Cheques to be signed

|                |         |
|----------------|---------|
| HMRC           | £ 31.60 |
| Clerk Wages    | £126.49 |
| Clerk Expenses | £ 6.96  |
| Internal Audit | £170.00 |

13. Councillors Register of Members Interest Forms

A request had been made by Charnwood Borough Council (CBC) that the above forms were up to date. All Councillors confirmed that they were unchanged. CBC have since acknowledged receipt of the confirmation as sent by the Clerk.

14. Elections

The relevant package of forms received from CBC for each Councillor were distributed at the meeting. The forms and guidance documents along with a list of important dates explain the process required. The Clerk will monitor progress to ensure that all objectives are being achieved throughout the process.

15. Opportunity for Members of the Public to speak

None Present.

16. Items for inclusion in Next Meeting

Playing Field

Election Progress

Correspondence received

17. Date of Next Meeting

18. Monday 1<sup>st</sup> April 2019 **Note start at 6pm**

The meeting closed at 8pm

|            |          |       |
|------------|----------|-------|
| Confirmed: | Chairman | Date: |
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