

Barkestone, Plungar & Redmile Parish Council

Minutes from the annual meeting of the Parish Council held on Tuesday 16 May 2017 at 7:30pm
in Plungar Village Hall

Present: Councillors Barlow, Johnson & Parry (Chairman)

Officer present: Parish Clerk

Borough & County representative: none present

Members of the public: 4

Ref: Subject:

001/17 To elect the Chairman of the Parish Council & to receive the Chairman's declaration of acceptance of office form:

Tom Parry was re-elected as Chairman & signed his declaration of acceptance of office form

002/17 To receive apologies:

From Councillors Lowther & Smith which were accepted. Borough Councillor Pam Baguley & County Councillor Byron Rhodes also sent their apologies.

003/17 To receive declarations of interest in respect of items on the agenda:

None were received

004/17 To remind Councillors to review their Declaration of Interest forms:

Noted

005/17 To elect the Vice Chairman of the Parish Council & to receive the Vice Chairman's declaration of acceptance of office form:

Jill Barlow was re-elected as Vice-Chair & signed her declaration of acceptance of office form

006/17 To co-opt the new Parish Councillor for Barkestone:

Steven Jackson was co-opted in his absence. Councillor Jackson sent his apologies to the meeting. Councillor Jackson had earlier completed his declaration of acceptance of office form & his disclosable pecuniary declaration form.

007/17 To agree the schedule of Parish Council meetings up to & including May 2018:

It was agreed that the 3rd Tuesday of each month would remain the Parish Council's meeting schedule with the exception that there be no meetings in August & December unless required. The main venue will continue to be Plungar Village Hall with the option of the potential use of Redmile Primary School should Parish Council meetings coincide with School Governor meetings.

008/17 To review Parish Council governance & policies:

(a) To adopt the revised Standing Orders (limiting the duration of meetings) – agreed

(b) To adopt the Risk Assessment policy – it was agreed to adopt the Risk Assessment policy once wording changes were made to two areas

(c) To adopt the Data Protection policy – agreed

(d) To review Financial Regulations – continue to meet the needs of the Parish Council

(e) To review the Code of Conduct – to be reviewed

(f) To review the Complaints procedure – to be reviewed

(g) To consider adopting a Social Media policy – deferred for Councillor Jackson's input

(h) To identify any other policies required – none identified

009/17 To acknowledge the Parish Clerk attaining her CiLCA qualification:

Congratulations were offered to the Parish Clerk

010/17 To agree the 2016-2017 annual reimbursement of working from home expenses for the Parish Clerk:

£300 reimbursement has been paid for several years. Decision deferred to allow Councillor Parry to review & bring back to Council.

011/17 To review & agree the Parish Clerk's employment terms:

(a) To acknowledge as per the Parish Clerk's contract, the 1 spinal column increment for attaining her CiLCA qualification - Noted

(b) To review the number of hours per week – currently 10 hours per week – maintained at 10 hours per week

(c) To review the salary scale – as at 01 May 2017, Spinal Column Point 23 – maintained at Spinal Column Point 23

012/17 To approve & sign the minutes of the Parish Council meeting held on 11 April 2017:

The minutes were approved & signed

013/17 To receive reports from the Borough & County Councillors:

No reports were received

014/17 Planning:

For consideration:

(a) 17/00476/FULHH – Charlotte's Cottage, 13 The Green, Barkestone – No objection

(b) 17/00507/FUL – The John Dory, 2 Rutland Square, Barkestone – In essence it is the same application as the previous one, therefore, the Parish Council previous decision to object still stands. The change of suffix is interesting & is to be followed up with Melton Borough Council by the Parish Clerk. The supporting appendices are factually incorrect & this should be pointed out in the Parish Council's response. It was agreed that Councillor Parry would draft a response.

Decisions:

(c) 17/0222/FULHH – 8 Harby Lane, Plungar – Approved – the Parish Council did not object to this application - Noted

- 015/17 Assets of Community Value (ACV):
- (a) To consider any further action in regard to The Windmill – The timing of the ACV grant was unfortunate as it was not the Parish Council's intention to stop the auction of the Windmill. It is understood that the owners are intending to appeal the decision. Redmile residents, the Auf Weidersehen Pet group & the Plunkett Foundation are meeting this evening to discuss a financial plan to save The Windmill. Whilst the Council is supportive of a community group taking on The Windmill, there is no further action called for at present.
 - (b) To consider any further action in regard to The John Dory – The Barkestone Hub group have collected 213 signatures of support from residents to save the John Dory as a community asset. A further asset of community value application will be submitted to Melton Borough Council although it is noted that the criteria is different to The Windmill's application as the John Dory had already closed therefore there is a higher burden of proof. The Barkestone Hub group has approached the Plunkett Foundation & Pub is the Hub seeking guidance. Two resident meetings are being held, the first of which is on the evening of Saturday 20 May in Barkestone Church. Councillor Barlow is able to attend.
- 016/17 To receive any update on the Melton Local Plan:
No update has been received.
- 017/17 Donations:
- (a) To agree the amount of the donation to be made to the volunteers nominated charities – It was agreed to make a donation of £80 to Help for Heroes in respect of Mick Hodges contribution in tending the War Memorial & £40 each in respect of Stephen Giles & Alistair Trimmer to MacMillan Cancer Support & The Cure Parkinson's Trust for their work checking & keeping our defibrillators in Barkestone & Redmile maintained.
- 018/17 Financial:
- (a) Current account balance at 30 April 2017: £16,643.88; Deposit account balance: £10,696.78 – Noted
 - (b) Bank statement matches receipts and payment listing – Checked & approved
 - (c) To check for accuracy, the calculation of the Parish Clerk's salary from 01 May 2017 – Checked & approved
 - (d) To sign the Direct Debit forms for Nest pension contributions - Signed
 - (e) Income received since 11 April 2017: £10,041.49 – Melton Borough Council – 1st payment of Precept & Council Tax Support Grant - Noted
 - (f) Payments required: Sharon Pyke - £465.75 May Salary & Plungar Village Hall - £10.00 – Hire - Approved
 - (g) Direct Debits: Eon - £118.38 Street Lighting
 - (h) To agree to continue to pay by Direct Debit: Eon & Nest - Approved
- 019/17 Play Area:
- (a) Monthly Reports – Parish Clerk to contact Councillor Lowther for the reports
 - (b) Update on the contact with the Belvoir Estate for a new lease – the Parish Clerk has not received an update from Belvoir Estate
 - (c) Discuss current funding raising & agree approach to applying & securing grant funding – deferred until information on the lease is available.
 - (d) Review draft of wording relating to the definition of an event which will be included in a new sign at the Play Area - deferred
- 020/17 Plungar War Memorial:
- (a) To thank Mick Hodges for his work over the last 15 years in tending & keeping the War Memorial ever colourful – a thank-you letter to be sent to Mick Hodges
 - (b) To identify a new volunteer to take over from Mick Hodges – Councillor Barlow has approached the Gardening Club
- 021/17 Footpaths & Towpaths:
- (a) Report submitted by Footpath Warden – Ken Brockway – no report submitted
 - (b) Update on the meeting with Robert Braithwaite from the Canal & River Trust – the gaps created by trail bikes will once again be closed up. The Canal & River Trust & Parish Council will combine effort in October in a bid to prevent trail bikes causing damage & havoc along the towpaths in the area. The gate on the towpath by Plungar canal bridge has not been installed by the Canal & River Trust therefore this needs to be pursued with the Railway Paths organisation as the gate is obstructing an old right of way.
- 022/17 Newsletter:
- (a) Discuss progress – there are other priorities to focus on at the moment. To be shelved for the timing being.
- 023/17 Parish Council Responsibilities:
- (a) Status of repairs & refurbishment – contact to be made with another joiner for a comparative quotation to undertake the work & to check availability.
 - (b) Contact with the Borough or County Council over local repairs/refurbishment – no further input
- 024/17 Councillors' Reports:
Councillor Tom Parry: resident's email about the verge signage across from Dickies Butchery – advise resident that they should approach Leicestershire County Council's as it is their verge.
- 025/17 Clerk's Report:
- (a) To thank Barkestone residents for stepping in to host John Kitching (V) on Sunday 30 April 2017 – Clerk explained the circumstances to the Parish Council. The Parish Council joined in with their appreciation.
 - (b) Declaration of Compliance for Automatic Enrolment has been completed
 - (c) Internal Auditor is due on Tuesday 23 May 2017
 - (d) Extraordinary meeting on Wednesday 31 May at 6pm to consider the Annual Return for year ending 31 March 2017

- (e) The green bins for the grass clippings from the Play Area have been arranged at a cost of £104.00 per annum on direct debit.
- (f) The Diocese permission for the re-pointing of the next section of church wall has come through. The contractor has been advised.
- (g) 'Missing' emails are becoming an increasing concern. Consideration needs to be given to a health-check.

Date of next meeting: Wednesday 31 May 2017 at 6:00pm in Plungar Village Hall