



# ELLISTOWN & BATTLEFLAT PARISH COUNCIL

**Parish Clerk (Acting):** Mrs Karen Turrell  
NWL Council Offices, Coalville, Leicestershire, LE67 3FJ  
**Email:** [ellistownclerk@yahoo.co.uk](mailto:ellistownclerk@yahoo.co.uk)  
**Website:** [www.ellistown.org.uk](http://www.ellistown.org.uk)

**To all members of Ellistown and Battleflat Parish Council:**

Cllr Merrie (Chairman), Cllr Pollard (Vice Chairman), Cllr Powell, Cllr Norley,  
Cllr Willett-Marshall

You are summoned to attend the Meeting of Ellistown and Battleflat Parish Council which will be held at the **Wesleyan Reform Church, Whitehill Road, Ellistown, LE67 1EP** on **Wednesday 19<sup>th</sup> October 2016 at 7.00 pm** at which your attendance is required.

All persons present are reminded that the meeting may be recorded and by attending this meeting you are giving your consent to being recorded.

Your are kindly requested to make it known to the Chairman if you intend to record or film this meeting.

Signed:

Date:

## Agenda

**1. Apologies**

To receive apologies for absence and to consider whether to approve reasons given.

**2. Declaration of Interests: Pecuniary and Non-Pecuniary**

To receive declarations of interest on agenda items.

**3. Staffing**

To agree the appointment of Karen Turrell as new Clerk and Responsible Financial Officer.

**4. Minutes**

To approve and sign the minutes from the meeting of the 14<sup>th</sup> September 2016.

**5. County Council report** (allocated time 5 mins)

**6. District Council report** (allocated time 5 mins)

**7. Police report** (allocated time 5 mins)

## **8. Neighbourhood Plan**

Presentation by Gary Kirk on amendments made to the draft Plan.  
(allocated time 15 mins)

## **9. Public Recess**

Meeting to be adjourned for 15 minutes to receive representation from the Public.

## **10. Planning**

To consider the following and any planning applications received since issuing of the Agenda:

### **a. Application Reference: 16/01091/FUL**

**Proposal:** Erection of a 2 storey side extension

**Location:** 26 Whitehill Road, Ellistown, Leicestershire

### **b. Application Reference: 16/01075/ADC**

**Proposal:** Display of illuminated fascia sign

**Location:** Former sight of Little Battleflat Farm, Beveridge Lane, Ellistown, Leicestershire

## **11. Finance**

- a. To receive financial reports for July and August 2016.
- b. To agree Change of Account Signatories:
  - Removal of Sue Morrell (resigned from council 14th September 2016).
  - Removal of Penny Wakefield (deceased) and Paul Hyde (resigned from council).
- c. To agree Change of Authorised Account Persons:
  - Removal of former Clerk and RFO Paul Goodman.
- d. To agree Closure of Vodafone account for Clerk's mobile and discuss and agree on whether to replace with a new contract from EE or to purchase a Pay as you Go mobile phone with EE as the provider. (see separate sheet for details).
- e. To agree purchase of new laptop for Clerk (see separate sheet for details).
- f. To agree a process for applications of grants from the Ellistown & Battleflat Community Fund (Copies sent via email to Councillors and also attached with comments from the Chairman - please feel free to add your comments.)
- g. To agree the provision of funding of up to £250.00 to offset the cost for the village Remembrance Day ceremony.
- h. To agree to the use of Online Banking and the making of Electronic payments
- i. To authorise the payment of invoice to Your Locale in respect of the Neighbourhood Plan, for which funds have already been received in the bank, via way of a Grant from Groundwork UK.

## **12. Grounds Maintenance**

To receive an update report from Cllr Pollard.

## **13. Staffing**

- To discuss and agree on the terms of employment/contract for the new Clerk and Responsible Financial Officer.
- To discuss and agree on membership of the SLCC for the new Clerk.
- To discuss and agree on training opportunities for the new Clerk.
- To look at the Training Budget and agree to make adjustments by way of moving available funds from the Subscriptions Budget.

## **14. Date, time and venue of the next meeting.**

Wednesday 16th November 2016 - 7.00 pm at Ellistown Primary School, Whitehill Road, Ellistown LE67 1EN. (Please note this may be subject to change.)

The Public and Press are most welcome to attend all meetings of the Parish Council.