

ELLISTOWN AND BATTLEFLAT PARISH COUNCIL

MINUTES of the Annual Parish Council meeting Held on Wednesday 20th May 2015 at the Primary School, Ellistown, commencing at 7.00pm.

Present: P Hyde, K Merrie, S Morrell, M Pollard and P Wakefield

In Attendance

Mr P Goodman Clerk to the Council
Mrs C Ridgeway NWLDC
7 members of the public
2 consultants

1. Election of Chairman for 2015-16

Cllr Hyde nominated P Wakefield proposed S Morrell seconded

There were no other nominations

Cllr Hyde was elected unanimously

2. Chairman's Declaration of acceptance of office

Cllr Hyde signed his Declaration of Acceptance of office

3. Election of Vice chairman for 2015-16

Cllr Wakefield nominated S Morrell proposed K Merrie seconded

There were no other nominations

Cllr Wakefield was elected unanimously

4. Vice Chairman's Declaration of acceptance of office

Cllr Wakefield signed her Declaration of acceptance of office

5. Apologies for absence

The apologies of Mrs R Willett-Marshall were accepted.

RESOLVED that Mrs Willett-Marshall sign her acceptance of office on return from holiday and before the next meeting.

The Chair welcomed Cllr Merrie onto the Parish Council and also congratulated him on his election as District councillor for Ellistown and Battleflat in the recent election.

6. Declarations of interest

There were no declarations of interest as to matters arising from the agenda.

7. Councillors signing of Declarations of Acceptance of Office

All councillors present signed to accept Office and to abide by the Code of Conduct required of councillors. Cllr Merrie had attended Code of Conduct training.

8. Declarations for Register of Interests

All councillors present completed forms for the Register of Interests which are kept by the Parish Council and the District Council and made available to the public through the Parish Council website.

9. Election onto committees and external bodies

Parish Council Allotments Committee - Cllr Pollard and Cllr Merrie (and one vacancy)
 Parish Council Young People committee - Cllr Morrell and Cllr Wakefield
 Sence Valley Environment Forum - Cllr Hyde
 North West Leicestershire Highways Forum - Cllr Wakefield
 Ibstock Brick Liaison Committee - Cllr Hyde (Cllr Pollard substitute)

The Clerk was asked to investigate the possibility of Parish Council representation on Cliff Hill quarry.

10. Appointment of internal auditor for 2015-16 and confirmation of cycle of internal controls

It was AGREED to ask Mr Roger Snowdin to continue as Internal auditor for 2015-16. Cllr Morrell offered to take responsibility for active scrutiny of the procedures for internal control and reporting to the Council.

11. Review of Risk register for 2015-16

The Council endorsed the Risk management register for 2015-16.

12. Review of Land and Assets register for 2015-16

The Council endorsed that the Land and Assets register is accurate and up to date and included the community assets gained during the previous year.

13. Insurance cover for 2015-16

The Clerk had received information from their insurance broker and a recommended insurer to cover its needs and liabilities. The Council AGREED to sign up for a three year extended contract with Hiscox from 1st June 2015 achieving better value for money.

14. Public participation

The Chair welcomed PCSO Luke Broughton from the Bardon team. PCSO Broughton had joined in April and there had been a lot of changes at the Police. He apologised on behalf of the Police for their recent poor attendance at Parish Council meetings. He explained that the role of his team is to deal with anti-social behaviour and community engagement issues. He produced and circulated a report giving crime figures in Ellistown for the month of April. Cllr Pollard asked whether there were any circumstances or issues which might explain the cluster of burglaries in Ellistown? The clerk informed him of some problems that had been described at previous meetings when there had been no Police attendance. PCSO

Broughton agreed to speak to PCSO Tony Gallagher (who covers Ellistown) and ensure that the Council receives regular monthly reports. A resident asked why there had not been any attendance by the Police when a car had been set on fire at South Street damaging adjacent buildings?

The Chair thanked PCSO Broughton for his attendance at the meeting and PCSO Broughton then left the meeting.

A resident had asked whether the bus stop on Whitehill Road would be moved. She also complimented the Council on the high standard of St Christopher's Park. Another resident pointed out that a fence backing onto the public footpath near St Christopher's Park is in an unsafe condition. Another resident asked about progress in resolving the dispute between the school and residents at Derry's Hollow about overgrown trees. It was REPEATED that this is not a Parish Council responsibility, it is a matter between the school and the residents. Cllr Merrie, as vice chair of governors at Ellistown Primary school believed that residents had been well communicated with and their complaint had been taken to the school's complaints panel. He accepted that this is the time of year when the extent of the problem is most evident and he undertook that someone from the school governors would look at the trees again and then get someone to thin the trees (but without killing them). A resident emphasised that residents had been reasonable and had even offered to contribute towards the cost of the work. A resident asked about urban grass cutting (a County council responsibility) and whether something might be done to cut back the overgrowth on the main road (Beveridge Lane) towards Bardon. Cllr Merrie undertook to seek action on this.

15. Minutes of the meeting held on 15th April 2015

The Minutes of the meeting held on 15th April 2015 were agreed to be a true record.

16. Actions from the meeting held on 15th April 2015

The Clerk had circulated to councillors a table of actions undertaken.

17. Clerk's report

The Clerk welcomed the new Council and encouraged all councillors to take advantage of training opportunities for which budget provision had been made. Cllr Merrie had attended New Councillor and Code of Conduct training. The Clerk reminded councillors that regular attendance is expected, that failure to attend for six months without good reason terminates a councillor's place, and that the Council had previously agreed to publish attendance records every six months. He explained that there will be opportunities to seek external funding but the Council needed to decide what developments and projects they wished to support.

The Clerk had received a complaint from a resident backing on to Spencer View play area but he believed that the fence was the home owners responsibility, not the Council's. He had invited officers from the District Council's Street Action Team to come to the next meeting to speak on Dog matters, Fly-tipping and Litter. The Chair asked for an Extra-Ordinary meeting on 24th June to be facilitated by Kevin Butcher of the Rural Community Council so that the Parish Council could receive professional advice and have a full discussion about whether it wished to proceed to seek funding to build a Community Centre.

There had been an invitation from the Forestry Commission to attend a site meeting in the field beyond Poppyfields. He asked about councillors' interest and availability? The meeting dates for the coming year are confirmed, the only change being the April meeting which will be 20th April, not 13th April. The Boundary Commission is seeking Parish Councils' views

over any change to the County Council boundaries, though propose to retain the existing number of councillors. The Parish meeting (the electors meeting) would be held on Wednesday 27th May 2015 and all residents are welcome.

The Clerk welcomed articles for the next Parish Council newsletter by the deadline of the end of May.

18. Financial update

The Clerk presented cheques for signing. He reported that the Council had received its VAT refund payment for January-March 2015. He reported that the bank balance at the end of April reconciled with the Council's accounts. He explained the Budget overview and reminded councillors of the key principles of sound budget management, Plan, Budget and then Precept.

19. Report from Ellistown Young People's Council

There were no young people present from the Young People's Council. However, Lauren Fox introduced herself. She had been contacted by YourLocale and offered four months work to help continue the Our Place project; engaging with young people, continuing partnerships with providers (getting them co-ordinated and working together), establishing a young people's council, and seeking continuity funding. Her work as Director of Heartlands Youth for Christ has already given her strong links with Ellistown through St Christopher's church. She and the Clerk had met with NWLDC staff from Hermitage Leisure Centre and planned two days in the school holidays when they would deliver sports sessions at South Street Playing fields, Rushby Road play area and St Christopher's play area. She also planned to take the putative Young People's Council on a team building afternoon at Swadlincote ski slope.

20. Approval of funding for Summer activities and Young People's Council

It was AGREED to fund these activities from the Children and Young People's resource budget.

At 8.50pm Cllr Wakefield left the meeting.

21 Report on Community Centre feasibility and Neighbourhood Plan progress.

Gary Kirk, from YourLocale, reported that the decision on Planning is still pending. He sought to counter suggestions that the Scouts had not been fully involved. The Chair and he met with the Scouts at a Regional and local level on several occasions and had received a list of all the requirements that the Scouts sought in the new building and these had been accommodated within the design submitted for Planning. Mr Kirk assured the Council that the Scouts had indeed been fully involved throughout the process. Cllr Merrie asked if there had yet been any costings produced? Mr Kirk believed that the Centre could cost in the region of £500,000. although this figure would change according to the detailed design specification still to be agreed. Cllr Pollard believed that the Scouts did not want to share a building with the Parish Council. The Clerk advised that the Extra-ordinary meeting on 24th June would allow the Council to have a full and thorough discussion about whether, and if so, how, it would wish to proceed based upon the guidance of the RCC's community buildings officer.

Mr Kirk explained that the Neighbourhood Plan process is reaching an important stage and asked all councillors to attend a Neighbourhood Plan meeting in the school on 10th June to receive the policies that will go into the Plan, those policies being the driving force of making Ellistown a better place for the future, and to identify any gaps. It is proposed to hold a public

consultation event to share the emerging policies and then send them to the District Council. All stakeholders will have an opportunity to comment in the six week consultation period.

The Clerk informed that the District Council are planning to hold public events on their Local Plan in September. Mr Kirk believed that this would accord well with the Parish Council's Neighbourhood Plan timetable.

22. Report from County councillor and District councillor

The County councillor was not present.

Cllr Merrie, as District councillor, had attended a couple of training events and also made contact with some key officers at the District Council. He will soon have an email address at the District Council which will be his preferred method of receiving communications.

Mr Kirk offered the brief Cllr Merrie on the Neighbourhood Plan.

At 9.05pm Cllr Morrell left the meeting.

23. Planning applications

There were no current applications requiring consideration.

The Clerk informed that NWLDC are planning some training on the Planning process on 22nd June.

24. Date, time and venue of next meeting

Wednesday 17th June 2015, 7.00pm, at Ellistown Primary school

The meeting finished at 9.10pm