

ELLISTOWN AND BATTLEFLAT PARISH COUNCIL

**MINUTES of the Parish Council meeting
Held on Wednesday 17th February 2016
at the Primary School, Ellistown, commencing at 7.00pm.**

Present: Cllr Hyde, Cllr Merrie, Cllr Morrell, Cllr Norley, Cllr Pollard, Cllr Powell and Cllr Willett-Marshall

In Attendance

Mr P Goodman Clerk to the Council
8 members of the public
PCSO Kyle Hardy

1. Apologies for absence

None

2. Declarations of Discloseable Pecuniary Interest

Cllr Merrie declared an interest in discussions with Mountpark but these were of a non-pecuniary nature. Cllr Willett-Marshall declared that she is a member of Ellistown Working Mens Club.

3. Signing of cheques for outstanding invoices

Nine invoices were presented for payment and duly signed by two councillors.

4 Planning consultations

Ref 16/00141/TPO Beech trees at St Christophers Road

Ref 16/00204/FUL 149 Whitehill Road, removal of garage/erection of new garage

Both supported.

The Clerk enquired as to whether anyone had sent any evidence of non-compliance with conditions E3 and E7 following a request from the Local Planning Authority? One councillor had replied but no councillors had supplied any evidence of non-compliance.

The Chair and Cllr Powell had attended the meeting of North West Leicestershire Highways Forum and had been allowed to ask about the intended temporary removal of the speed restriction and the lifting of the weight restriction as part of a Traffic Order. It will be for one day only and probably on a Sunday. The Chair had asked that the Parish Council be informed as to when this would happen so that they might help to inform the public.

PCSO Kyle Hardy would also like to be informed.

5. Presentation from Mountpark regarding the provision of a Storm drain adjacent to the new development

The Chair welcomed Mr Wal Groves from Mountpark. He explained that the company wished to make a storm water connection into the Severn Trent pipe. It would be done through a Section 106 agreement but would involve going on to Parish Council land. There

were two ways to do this and the work would last for about a week. Cllr Pollard believed that the Parish Council, in taking over the land, did not take over responsibility for underground services. He believed that this measure might put local properties at risk of flooding. Cllr Merrie believed that Severn Trent would not allow this to be done if it was not satisfied that it was safe.

At this point Cllr Powell joined the meeting.

Mr Groves explained that the strategy was to hold water so that the area didn't vote. He said that the company has full approval from Severn Trent.

Cllr Pollard asked that the matter be put to a recorded vote.

Those in favour:	Cllr Hyde and Cllr Merrie
Those against:	Cllr Norley, Cllr Pollard and Cllr Powell
Abstentions:	Cllr Morrell and Cllr Willett-Marshall

RESOLVED - that Mountpark be not given permission to construct the storm drain connection on Parish Council land.

The meeting was adjourned for 15 minutes

6. Public participation and Police report

PCSO Kyle Hardy reported one incident of damage to a motor vehicle and one theft from a motor vehicle. He explained that the abandoned vehicle which had been reported at the top of St Christopher's Road had not been removed as the authority was not permitted to do so until the owner of the vehicle had been established.

The Police are encouraging the public to use the website police.com to view the progress of reports.

A resident asked about the moving of a bus stop on Whitehill Road - The Parish Council had not heard anything and this is not a Parish Council responsibility.

A resident asked about future maintenance of the proposed community woodland separating the residential area from the new development - The Parish Council will not own this land and this is not a Parish Council responsibility. Cllr Powell explained that Mountpark own the land and the tenants will pay them to use the park. Cllr Merrie offered to talk to the Head of Planning and obtain a written answer.

A resident asked about the bridleway. The Clerk explained that he had received no take up from the Parish Council to an offer by the County Council to come to meet and discuss the issue. He could not affect the deadline if the Parish Council is unwilling to meet the officer.

Residents expressed considerable frustration that their voice was not being heard and that their concerns were being marginalised. When, they asked, could they meet and speak to the Parish Council, and the District councillor, if not at a Parish Council meeting?

It was agreed that the Parish Council, and District councillor, would arrange an emergency Council surgery on Monday 22nd February and that the Clerk would let all concerned know which would be the venue.

7. Presentation on Community Transport

The Chair welcomed Lauren Otter to the meeting. Lauren is the Community Transport manager at the Marlene Reid Centre (MRC) in Coalville. MRC has been in existence for some twenty years and runs a social car scheme (volunteer drivers taking people to necessary life-enhancing appointments) and a Mini-bus service using a fleet of minibuses (for regular supermarket shopping or social outings), for which there is a small fee. It would be no problem to set up a shopping scheme for Ellistown if a minimum of four to five regular shoppers could be organised. It is quite possible to include St Christopher's Park in this. Cllr Willett-Marshall offered to organise the production of a list of people and then inform Lauren Otter.

The Chair thanked Lauren for her presentation.

8. Review of Standing Orders

The Clerk had circulated to councillors the current Standing Orders with a view to reviewing and updating them. It was agreed to confirm them for the year ahead. They will next need to be reviewed in February 2017.

9. Review of Financial Regulations

The Clerk had circulated to councillors the current Financial Regulations with a view to renewing them and updating them. It was agreed to confirm them for the year ahead. They will next need to be reviewed in February 2017.

10. Internal Controls Procedures

Cllr Morrell had been given the responsibility for checking that the Council had effective internal controls to protect itself against fraud and mis-use of finance. She had scrutinised the Council's activity and was able to report in her opinion that the Council was monitoring procedures thorough and effectively. It was resolved that the Council as a whole is satisfied that internal controls are being conducted effectively. They will next need to be reviewed in February 2017.

11. Procurement of External Audit from 2017

The Clerk explained that there are impending changes with external audit that will take effect from 2017. LRALC had informed all Parish Councils that a Sector Led body is being established with a scale of charges for external audit. Alternatively, Councils can make their own arrangements. It was AGREED to buy in to the Sector Led body from 2017.

12. Risk assessment and Risk management policy

The Clerk had circulated to all councillors the Risk assessment and management policy. He informed the Council that they must consider changing services and roles

in the context of managing risk. However the Council believes that the current policy is adequate. But the policy will need to be reviewed in February 2017.

13. Land and assets register

The Clerk had circulated to all councillors the current land and assets register which includes the substantial new assets acquired during 2015-16 and all the completed land transfers.

Cllr Merrie asked about how the register should record the devaluation of its assets?

14. Minutes of the meeting held on 20th January 2016

The minutes of the meeting held on 20th January 2016 were confirmed as a true record.

15. Clerk's report

The Clerk reported that the grit bin had been received, an ownership notice attached, and he had delivered it (with two bags of grit) to Battleflat. The next meeting of the Parishes Liaison meeting clashes with the next Parish Council meeting. Cllrs Pollard, Merrie and Powell were all available for a meeting of the Allotments Committee on Wednesday 2nd March 2016.

16. Report from the Young People's Council

Lauren Fox was unable to attend the meeting and no young people had come. The Chair informed the meeting that Lauren had been successful in getting another job. The Council wished to congratulate her and wish her well in her new role. The Clerk would contact Heartland Youth Initiative and get confirmation in writing that they had the capacity to carry on Lauren's work (for which financial preparations have been made).

17. Financial update

17i) The Council approved payments 120-124.

17ii) The Clerk reported that the Council's accounts reconciled with the bank statement dated 29th January 2016. He asked for questions. There were no questions.

17iii) The Clerk presented a budget report profiling income and expenditure as of 31st January 2016. He asked for questions. There were no questions.

18. Developing opportunities for older people

Cllr Willett-Marshall believed that there is a significant unaddressed need for active for older people to enhance their health and well being. She had talked to community members who wanted to develop some local provision. They are using a Bingo session planned for 3rd March to find out what older people would like to do? This could include using MRC Community Mini-bus to take people out for affordable pub lunches. Linked to this she supported plans for a local event to celebrate the

Queen's 90th birthday in June, to include the whole community, young, middle-aged and old. She believed that the planning committee would wish to apply to the Parish Council for some Section 137 funding for this event.

19. Community Centre

The Clerk reminded the Council of the preparatory work done last year for the possible funding and building of a Community Centre and Parish Council Office. The Council needs to decide whether such a project is viable and would be used, and revenue-generating. It was AGREED to seek funding for a feasibility study before any firm decision is made about a full commitment to this project.

20. Report on Section 106 and Community Infrastructure Levy training

Cllr Morrell had attended a half day training course in January. She explained that Community Infrastructure Levy (CIL) is being introduced to replace Section 106. The District Council will have to put forward draft charging schedules for CIL (both commercial and housing development. One possible consequence could be less developer money but it is an "up front" payment. The advantage for Parishes with a Neighbourhood Plan is that they get to keep 25% in future (as opposed to 15% for Parishes without a Neighbourhood Plan).

21. Grounds Maintenance tendering process

The Clerk reported that the Council had met on 27th January 2016 to consider the tenders and they had applied the criteria rigorously. The clear and unanimous decision was to award the tender to Brian Mee Associates Ltd. He had informed the successful and the unsuccessful tenderers and had met the manager of Brian Mee Associates to view the Parish responsibilities and to discuss a smooth transfer on 1st April 2016. Brian Mee Associates would like to attend the next Parish Council meeting to introduce themselves and answer any questions.

22. Consultation on NWLDC Gypsy and Traveller Site Allocation

The Parish Council did not identify any land that was available and suitable and believed that there was already good provision on this side of the district in Ibstock and Ravenstone.

23. Reports from and questions to County councillor and District councillor

County councillor Heather Worman was not present.
District councillor Keith Merrie had nothing to report.

24. Date, time and place of next meeting

Wednesday 16th March 2016 at Ellistown Primary School, starting at 7.00pm

The meeting finished at 9.12pm

