

ELLISTOWN AND BATTLEFLAT PARISH COUNCIL

**MINUTES of the Parish Council meeting
Held on Wednesday 22nd June 2016
at the Primary School, Ellistown, commencing at 7.00pm.**

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

In Attendance

Mr P Goodman and H Dalton Clerks to the Council
PCSO Tony Gallagher (6517)
Mr David Palmer - Came and Company
10 Members of the public

1. Welcome and introduction of incoming clerk and Responsible Finance Officer

The Chair opened the meeting by giving a vote of thanks for all the hard work of outgoing Clerk and Responsible Finance Officer (RFO) Paul Goodman, and introduced the incoming Clerk and RFO, Helen Dalton.

2. Apologies for absence

None

3. Declarations of Pecuniary Interest

Cllr Willett-Marshall explained that she is a member of Ellistown Working Men's Club and had a personal interest in the Queen's 90th birthday event which had been held at the club.

4. Signing of cheques

The Clerk presented cheques for signing and advised that the monies from Mountpark had not appeared on the last bank statement, however, the council had agreed to pay for the Queen's 90th birthday event at the WMC.

5. Public participation and questions to District Councillor and County Councillor and Police

The meeting was adjourned for 15 minutes

A resident asked about Footpath N47, bushes at Spencer View, parking on Kendal Street, and HGV lorries using Whitehill Road. Cllr Merrie said that he would address all of these in his District Councillor report. A resident asked about litter and dog waste issues at the new community woodland. It was explained that the developer, Mountpark, would be responsible and meet any costs, the Parish Council has no policy on litter bins but that Mountpark might like to provide them as the Parish owned litter bins on its Children's Play areas and the whole community would benefit from a high standard. A resident informed that he had seen a plan which showed where life buoys would be located near the new lakes. A resident queried why the Parish Council agenda had not appeared on the council website this month. A resident commented that the quality of the cut at Beveridge Lane/Rushby Road (not Parish Council land) left something to be desired. A resident felt that the District Councillor had not

represented their interests by not “calling in” the Mountpark planning application. Cllr Merrie explained that, as a new councillor, he had inherited an advanced situation, had sought to negotiate the best possible deal for the village, and had acted in accordance with Council procedures in the spirit of being their elected representative.

PCSO Tony Gallagher explained that the crime figures are available on the Police website and any resident can access them. Residents asked him about what could be done about people parking on corners. He explained that whilst this is a problem, it is not an obstruction. He had spoken to people and asked them to park more considerately. Cllr Merrie urged residents to report matters pro-actively to the Police on 101. This to also include reporting inconsiderate parking at Spencer View (in the proximity of the school). A resident asked PCSO Gallagher about parking at the St Christopher's Road corner and also cycling on pavements. It was AGREED to put a request in the next Parish Council newsletter that people use their common sense and park properly, and also refrain from cycling on pavements.

County councillor Heather Worman was not present and had not sent a report.

At this point the Parish Council meeting reconvened

6. To AGREE the minutes from the annual meeting held on 11th May 2016 and RECEIVE a report on actions resulting from decisions made at the meeting

The minutes of the annual meeting held on 11th May 2016 were agreed to be a true record. Cllr Morrell sought clarification on the spending of the Mountpark donation. It was explained that, beyond the agreement to fund the Queen's 90th birthday event, nothing had been finalised.

7. Clerk's report

The Clerk informed the Council of joint work, with the incoming Clerk, to secure the transfer of documents and responsibilities. The incoming Clerk will prioritise streamlining the Council's records and archives. He informed the Council that the External Auditor had requested, and he had supplied, further information for the Annual Return, namely around the funding and decision-making of the South Street MUGA. He and the incoming Clerk had met the new Grounds Maintenance Manager and the new Playgrounds Inspector and he believed the incoming Clerk would benefit from councillors' help in establishing exactly what, if any, urgent repairs are required. He and the new Clerk had met Gary Kirk and the District Council Planning Officer regarding the programme for completing the Neighbourhood Plan, which requires strict adherence to a tight timescale (especially as the Parish Council is about to transfer its website provider). A young tree had been vandalised at Rushby Road Play area and Sence Valley will fund its replacement in the Autumn. An urgent response is needed to the Mick George Ltd variation on a condition (overnight parking). A temporary footpath diversion (N48) has been put in place at Beveridge Lane in Battleflat.

8. Agreement on temporary storage space for office files

The outgoing Clerk explained that the school has offered temporary storage in a cupboard (room off the community room) for 12 months at a very reasonable price. The Council AGREED to take up this offer as a solution for storing the many files that it must keep and must have occasional and unrestricted access to.

9. To RECEIVE a financial report

The outgoing Clerk presented the financial report. He explained that Vouchers 21-32 had been paid during the period (he asked for questions, there were no questions). The Clerk explained that the Council's accounts reconciled with the bank balance as at 31st May 2016 (he asked for questions, there were no questions). The outgoing Clerk asked whether any councillors had any questions relating to the budget profile at end of May. There were no questions.

10. Presentation for the future plans for the Post Office in Ellistown

Dev Vadar did not attend the meeting so the presentation did not happen.

11. Presentation on the delivery of Grounds Maintenance and Playground Inspections (Quarter one)

Brian Mee Associates, Grounds Maintenance Manager, sent his apologies due to the illness of a family member. The Council expressed general happiness with the new contract but identified grass required picking up after cutting.

12. Presentation on Council Insurance and Public Liability

David Palmer from Came and Company outlined the scope of the Council's cover as it entered the second year of its contract. These included Employers Liability, Officials Indemnity, Libel and Slander cover, Fidelity Guarantee, Legal Cover and Personal Accident Cover. The Insurance schedule should be placed on the Council website. He affirmed that the Council was right to have weekly, and recorded, children's play area inspections and that the Council must act upon any recommendations. David Palmer and incoming clerk to meet to get full details and add to website.

13. Agreement on allocation of funding in accordance with criteria of award (Mountpark)

The outgoing Clerk informed the Council that it must be clear and transparent over the decision making around this award. He reminded the Council that it is subject to strict criteria and the spending of the award must meet the criteria or councillors could be personally liable. The Council AGREED that, further to the Queen's 90th birthday event, there should be two priority schemes:

It was AGREED unanimously (though Cllr Willett-Marshall abstained from the vote) to ring-fence £10,000 for activities for the Older people of the village. It was AGREED unanimously that a sum be spent on measures at Rushby Road Children's Play Area (yet to be decided) to mitigate against ball nuisance problems.

It was AGREED that nothing else would be undertaken until these priorities had been addressed.

Cllr Pollard was keen to achieve maximum value for the money and absolute assurance that councillors were deciding on measures that benefitted the whole village and not any

particular group. The outgoing Clerk reminded the Council that it is subject to Financial Regulations (that it reviews annually) and that all councillors must adhere to a Code of Conduct which requires total transparency and the open declaration of personal and pecuniary interests.

Cllr Powell reminded the Council that the achievement of a Community Centre, already aspired to, would be a long-standing and significant development and one which would meet the criteria of the award.

14. Planning applications

There had not been any planning applications this month.

15. Report from the Young People's Council

The outgoing Clerk was disappointed that no one from Heartland YFC had attended the meeting or sent a report. Cllr Powell and Lauren Fox had attended the House of Lords to attend the Veolia presentation of the Best Sports project for 2015-16. Leicester Riders had delivered two days of basketball training at the MUGA recently and the Council wished to engage Leicester City football in the community programme. Cllr Powell reported that the new community cinema, which is going very well at St Christopher's Church, is a result of the Young People's Council development.

16. Agreement on filling the Parish Council Councillor vacancy

The outgoing Clerk informed that, as there had not been a request to fill the vacancy by means of election, the Council could now proceed to co-opt. It was AGREED to fill the vacancy by co-option and the incoming Clerk to advertise the opportunity on the Council's notice boards and on its website. The Council would interview anyone interested at its meeting in September.

17. Date, time and venue of the next meeting

The next meeting will be on Wednesday 13th July 2016, 7.00pm at Ellistown Primary School.

At this point the public were requested to leave the meeting to allow the Council to deal with a piece of private business

18. Staffing matter

The outgoing Clerk informed the meeting that there is a legal requirement to provide all staff with a pension. Also that the National Association of Local Councils had recently agreed a pay award for 2016-17. It was AGREED to meet its legal requirement on pension provision and to meet the pay award back-dated to April 2016.

The meeting ended at 8.50pm.