

Medbourne Parish Council

MINUTES OF THE MEETING HELD IN THE VILLAGE HALL MONDAY 7 DECEMBER 2015

Councillors present: Gidley-Wright (in the Chair), Cory, Easton, and Shaen-Carter.

Also present: 21 members of the public, and Graham Thomson (Clerk to the Council).

124.0 **TO ACCEPT, OR OTHERWISE, APOLOGIES FOR ABSENCE RECEIVED**

An apology for absence was received and accepted from Councillor Pilkington.

It was noted that District Councillor Rickman was not able to attend the meeting.

125.0 **TO NOTE ANY DECLARATIONS OF INTEREST RECEIVED**

No declarations of interests were made.

126.0 **TO NOTE ANY REQUESTS FOR DISPENSATION GRANTED**

The Clerk reported that no requests had been granted.

127.0 **PUBLIC REPRESENTATIONS**

Medbourne Bowls Club

Mr Bellamy apologized on behalf of the Bowls Club for not contacting the Council prior to the erection of the shed. He stated that this had been an oversight, and explained that the members were passionate about the Club, that the shed was to house equipment which was desperately needed, and that the size of shed was necessary because of the size of the equipment.

Mr Daulby stated that he had built the shed following professional advice that equipment was needed for use in improving the quality of the playing surface. He added that he had had confirmation from the internet that planning consent was not necessary. He disputed the ownership of the land and referred to communications with the enforcement section of the Planning Authority. He added that he had written to the Planning Authority asking for proof that the Bowls Club had done wrong. Mr Daulby reported that until the last meeting he had never seen the lease which, he claimed, was neither accurate nor fit for purpose.

Mrs Pierce-Smith, a neighbour of the club, explained that she had been consulted on the planning application for the first shed and had therefore been surprised about the current situation. She added that this shed had been insensitively sited and that she had only initially enquired whether planning consent was required but had subsequently objected. She also referred to other sheds and the noticeboards.

Mr Wright stated that he and his wife were joint Secretaries of the club and once they had realized what had happened they had apologized to the Council and Mr Welland. He added that the club needed the shed in order to look after and improve the green.

Mrs Pemberton, a neighbour of the club, stated that she believed the shed to be an eyesore and that three sheds on the green were not necessary, especially with a shed 50 yards away gifted by the late Mr Walker which was not full. She added that she did not wish to be unreasonable but could see no justification for the height of the shed and that the view was appalling. Mrs Golder another neighbour of the club stated that she believed that there were too many sheds and that she thought the new shed was too high and intrusive in what was designated as important open space.

Mr Daulby retorted that it was a leisure facility which had fifty members and that the shed was necessary for the equipment and that the designation as conservation area did not guarantee things would never change.

Mr Bellamy responded by saying that the hedge was kept low to protect the view.

The Chair thanked speakers for their comments and resumed the meeting.

128.0 **CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 2 NOVEMBER 2015**

Councillor Cory MOVED, Councillor Shaen-Carter SECONDED and it was RESOLVED that the minutes be confirmed and signed by the Chair.

- 129.0 **TO RECEIVE FACTUAL UPDATES OF MATTERS ARISING FROM THOSE MINUTES NOT MENTIONED ELSEWHERE ON THE AGENDA**
- 129.1 **War Memorial Warden**
The Chair reported that the retiring Warden, Mr Keith Sandars, had ensured that the memorial was very well presented at the Remembrance Day ceremony. The Chair sought volunteers for the voluntary position of War Memorial Warden.
- 130.0 **TO CONSIDER AND IF SO RESOLVED TO ADOPT REVISED STANDING ORDERS**
The matter having been adjourned from the last meeting in accordance with Standing Order 62, Councillor Easton MOVED, Councillor Cory SECONDED and it was RESOLVED that the Standing Orders be approved.
- 131.0 **TO RECEIVE REPORTS INCLUDING ON THE FOLLOWING MATTERS:-**
- 131.1 **Broadband**
In the absence of Mr David Tuffs no report was presented.
- 131.2 **Parish Council and Village Websites**
In the absence of Mr David Tuffs no report was presented.
- 131.3 **Lighting**
It was noted that there was nothing to be reported.
- 131.4 **Sports Club (including the Mower Fund)**
Councillor Cory reported that the issue of dogs roaming loose at the sports club, The Hollow, and the Tennis Club had been reported, together with the attendant dog mess. She added that the dinner dance has been a success with 275 tickets sold. She confirmed that the lease was still under discussion.
- 131.5 **Village Hall**
Councillor Easton reported that the Christmas tree lights had been turned on.
- 131.6 **Medbourne Educational Foundation Trust (MEFT)**
In the absence of Councillor Pilkington, no report was given.
- 132.0 **NEIGHBOURHOOD PLAN ADVISORY COMMITTEE**
- 132.1 **To receive the minutes of the meeting of the Advisory Committee held on 21 October 2015**
The minutes of the meeting of the Neighbourhood Plan Advisory Committee held on 21 October 2015 having been circulated were accepted.
RESOLVED that:-
the minutes be accepted.
- 132.2 **To receive a report on meeting of the Medbourne Neighbourhood Plan Advisory Committee held on 18 November 2015**
Mr David Nance (the Vice Chair of the Advisory Committee) presented a report explaining that the evidence from other areas was that the use of consultants to carry out routine tasks, subject to securing grant funding, was absolutely necessary. He added that most grants were £8,000 or higher were usual, and the Advisory Committee believed that it didn't have sufficient capacity to carry out all the work necessary. He explained that three consultants had been identified as working locally in the field which might be able to work on the neighbourhood plan.
Councillor Cory MOVED, Councillor Easton SECONDED and it was RESOLVED that in accordance with the Council's procedures professional assistance be procured by the Council to develop the plan.
- 133.0 **TO CONSIDER AND MAKE COMMENT ON PLANNING MATTERS**
- 133.1 **15/01729/TPO – Works to trees (fell) – Willow Brook House Hallaton Road Medbourne**
Extracted from the report from Councillor Shaen-Carter:-
"The willow in question is not a good specimen, having been cut back. There are plenty of other trees nearby, on both sides of the footpath. Removing the willow will allow a better view of the side of Manor Farm. I recommend that the tree removal works may be carried out as described in the application."
Councillor Shaen-Carter MOVED, Councillor Cory SECONDED and it was RESOLVED that the Council comment in the following terms:-
"Medbourne Parish Council has no objection to the application."

133.2 **15/01764/TCA – Works to trees (fell), 12 Old Green, Medbourne**

Extracted from the report from Councillor Shaen-Carter:-

"The tree in question is inside the rear courtyard of the old Horse and Trumpet. It is too large a tree for the space. I recommend that it would not be appropriate to serve a TPO and that the tree removal works may be carried out as described in the application form."

Councillor Shaen-Carter MOVED, Councillor Easton SECONDED and it was RESOLVED that the Council comment in the following terms:-

"Medbourne Parish Council is of the opinion that the trees are not suitable for tree preservation orders."

133.3 **15/01769/FUL – Erection of a summerhouse, Old Queen House Springbank Medbourne**

Extracted from the report from Councillor Shaen-Carter:-

"This shed will not have an adverse effect on any neighbours, and I recommend that we have no objections."

Councillor Shaen-Carter MOVED, Councillor Cory SECONDED and it was RESOLVED that the Council comment in the following terms:-

"Medbourne Parish Council has no objection to the application."

133.4 **15/01799/FUL and 15/01800/LBC (resubmission of 11/00347/FUL and of 11/00348/LBC) – The installation of solar (PV) panels to the south elevation of garage , The Old House 10 Old Green Medbourne**

Extracted from the report from Councillor Shaen-Carter:-

"The applicant got permission in 2011. In my opinion, contrary to that permission, they will be detrimental to the setting of a listed building, and not "of harmonious design form or material" and they won't "enhance the Conservation Area".

"In principle solar panels are good for the environment and these will only be seen from the Listed house. However you can get photovoltaic tiles, which look similar to slates. So I would recommend that we have no objections to the application in principle, but would prefer to see photovoltaic tiles to panels."

Councillor Shaen-Carter MOVED, Councillor Easton SECONDED and it was RESOLVED that the Council comment in the following terms:-

"notwithstanding that this is a resubmission of an approved application from 2011, and that the panels would be visible only from the Listed house, Medbourne Parish Council is of the opinion that advances in technology could be utilized and that photovoltaic tiles should be used rather than large panels."

133.5 **15/01841/FUL – Erection of a shed (retrospective), Medbourne Bowls Club Manor Road Medbourne**
 Extracted from the report from Councillor Shaen-Carter:-

“There has been much discussion about this shed, and the parish council has received two objections and one letter of support. The shed houses a spiker, which is required to keep the green in good condition. The spiker is 1.2 w x 1.9 long x 1.15h. The shed is 3.7w x 2.5d x 2.56h (8’6”). The shed will also be used to house a mower. Some of the equipment is at present stored on a nearby farm. The shed has a negative visual impact on an area of high visual amenity for Medbourne, i.e. the view over the bowling green to the church beyond, from the road in front of the former Horse and Trumpet. It also has a negative effect on the setting of the former Horse and Trumpet, which is a Listed Building.

“It could be considered that the shed should be reduced in height by at least 1.1m and possibly reduced in length by 1.2m in order to render it less conspicuous. It may also be moved nearer the Bowling Green in addition to reduce its visual impact on the site.

“The bowls club is an asset to the village, and it is hoped that some compromise can be agreed so that it will be able to support an application in an altered form. In its present form the parish council objects to the application.”

The Chair reported that he had spoken with the Planning Authority’s case officer who had informally stated that there were grounds for concern including the negative visual impact, that the construction may be deemed to have a negative impact on a listed building, and the negative impact on the setting of the building. The Chair suggested that if consent was granted it should be on the basis of mitigating the problems by reducing the size, scope and precise location of the building. Councillor Cory suggested that a compromise to reduce the size and visual impact, and the re-siting of the building, might make the application acceptable. Councillor Shaen-Carter suggested that if the height was reduced to 1.5 metres it would be only just visible above the hedge.

Following a full discussion, Councillor Shaen-Carter MOVED, Councillor Cory SECONDED and it was RESOLVED that the Council comment in the following terms:-

“Medbourne Parish Council considers that any consent for the shed should be subject to a reduction in height by at least 1.1m, a reduction in length by 1.2m, and that the shed relocated closer to the green in order to reduce its visual impact on the site.

133.6 **15/01803/FUL – Demolition of existing front extension and rear bay window; erection of a two storey front extension, single storey side extension and new front and rear bay windows with additional driveway space and car port , 5 Old Holt Road Medbourne**

Extracted from the report from Councillor Shaen-Carter:-

“This is an interesting modern re-modelling of a 1970ish house, with a large side extension and a two storey extension in the middle of the front. Neither extensions will have an adverse affect on the neighbours. I recommend that we have no objections.”

Councillor Shaen-Carter MOVED, Councillor Easton SECONDED and it was RESOLVED that the Council comment in the following terms:-

“Medbourne Parish Council has no objection to the application.”

134.0 **TO NOTE SIGNIFICANT CORRESPONDENCE RECEIVED**

- 134.1 **Notice from the Planning Authority under the Town and Country Planning Act 1990 (as amended)**
The Bowling Green Old Green Medbourne
 Extracted from the report of the Clerk:-
"The Council received a notification under the above Act informing the Council, as landowner, that an unauthorized wooden structure / shed had been constructed and that planning consent was required for the retention of the structure. The Planning Authority invited the Parish Council to apply for relevant permission or remove the shed / timber structure from the land.
"Members will recall that the bowling green is owned by the Council and is leased to the Bowls Club. According to the lease, the Bowls Club is required to seek the approval of the Parish Council in writing in advance of any construction and no such request had been received."
 The Chair reported that the Bowls Club had applied to the Parish Council for its consent as landlord. He added that the Council had a duty of care to both the Bowls Club and also to the wider community. He confirmed the Council's desire to retain and support the Bowls Club but emphasised the Council's duty to protect the conservation area. He suggested that the shed might be more acceptable if it were reduced in size and was relocated. Following a full discussion in which it was noted that the views of the wider community were vital to the Council's consideration of the proposal, Councillor Cory MOVED, Councillor Easton SECONDED, and it was RESOLVED that landlord's consent be not granted at this point and a decision be deferred pending any decision by the Planning Authority and the receipt of further comment from the wider community.
- 134.2 **Boundary Commission – Electoral Review of Leicestershire**
 Extracted from the report of the Clerk:-
"The Council has been notified that the Local Government Boundary Commission is consulting on its draft recommendations which are (in summary) that Leicestershire County Council should continue to have 55 councillors. The Commission believes that a council size of 55 will ensure the authority can discharge its roles and responsibilities effectively and provides for a division pattern that meets statutory criteria. The draft recommendations propose that Leicestershire's 55 councillors should represent 51 single-member divisions and two two-member divisions across the county. The consultation runs until 11 January 2016. The full report, detailed maps and an opportunity to comment are at www.consultation.lgbce.org.uk. The proposals include some alterations to the Launde ward boundary but not in the Medbourne Parish."
 The Clerk reported that the proposed alterations to the boundary of the Launde Ward were minor and would have no direct impact on the Parish. Councillor Cory MOVED, Councillor Easton SECONDED, and it was RESOLVED that no comment be made.
- 134.3 **Proposed bench and plaque for the Ancient Road**
 The Chair reported that a letter had been received from District Councillor Rickman stating that he had received an offer to fund a bench and plaque for the Ancient Road to mark its place in Medbourne's history. The letter said that the initiative had his full support as Ward Councillor. The Chair acknowledged the kind offer and it was noted that details of the proposed nature and location of the bench would be necessary before further consideration could be given. Councillor Shaen-Carter undertook to investigate the matter and report to a future meeting.
- 134.4 **Defibrillator for Medbourne**
 The Chair reported that correspondence had been received seeking support for a private campaign to raise money for a defibrillator for the village. The Clerk explained the background to the costs and usage of community access defibrillators.
- 135.0 **QUESTIONS TO THE CHAIR**
 No questions were asked of the Chair.
- 136.0 **TO NOTE ANY ITEMS OF REPAIRS AND MAINTENANCE IN THE PARISH IN NEED OF ATTENTION**
 The Chair reported on items raised at the last meeting as follows:-
- 136.1 **Kerb adjacent to the shop**
 It was noted that the kerbstone by the shop had been repaired.
- 136.2 **Street Light adjacent to 31 Hallaton Road**
 It was noted that it was not certain if the light reported as having been obscured by vegetation had been cleared of vegetation.

136.3 **Noticeboard**

Councillor Easton reported that the noticeboard outside the shop had been damaged in the recent bad weather and had been removed. The Clerk received clarification that there was no danger to people or property. Following a question over the ownership of the noticeboard the Clerk undertook to investigate the matter and the noticeboard be discussed at the next meeting.

137.0 **COUNCIL TRAINING AND RESOURCES**

137.1 **To consider and if so resolved, to approve the attendance of the Clerk at the LRALC CiLCA training course**

Extracted from the report of the Clerk:-

"This is one of the two professional qualifications which a Clerk can attain and forms part of the requirements for Quality Status. This course goes through the portfolio giving guidance on how to fulfil the requirements for individual Clerks to gain their certificates. Included within the course fee is mentoring for a period of six months from the date of the final training session attended. This will be distance supported. The cost of the course is £190".

The Clerk outlined the benefits of the training and Councillor Shaen-Carter MOVED and Councillor Easton SECONDED and it was RESOLVED that:- the attendance of the Clerk as set out be approved.

138.0 **TO APPROVE PAYMENTS OF INVOICES AND ACCOUNTS**

A list of invoices and account had been previously circulated by the Clerk. Councillor Gidley-Wright MOVED, Councillor Cory SECONDED and it was RESOLVED that the payments be approved.

<u>Recipient</u>	<u>Purpose</u>	<u>Amount</u>
e-on	Replace faulty street light (column 2 Main St / Uppingham Road)	£46.20
e-on	Replace faulty street light (column 19 Ashley Rd)	£29.40
Grant Thornton	Annual Return 2015	£180.00
Society of Local Council Clerks	Annual subscription	£65.00
G Thomson	Clerk's salary	£289.22
	(December 2015 - £117.07)	
	(Neighbourhood Plan Aug to Dec - £172.15) (Local Government Act 1972 (ss101, 111, 112))	
HMRC	Tax on employee payments	£130.80
	(Local Government Act 1972 (ss101, 111, 112))	
Market Harborough & District Poppy Team	Poppy Wreath and donation (wreath £17.00 and proposed donation £23.00)	£40.00
	(Local Government Act 1972 – Section 137)	
Councillor Pilkington	Remembrance Day Bugler (shared equally with Great Easton Parish Council) – paid by Chair on the day	£30.00
	(Local Government Act 1972 – Section 137)	

The clerk explained that currently the Council needed a specific power or duty to spend money. Where no specific power existed, the Council could rely on powers contained in Section 137 of the Local Government Act 1972 which states that:-

- "- they do not spend more than their capped amount in any financial year;*
- the project directly benefits the electorate;*
- the cost is in proportion to the benefit;*
- it doesn't benefit an individual;*

the decision must be minuted and allocated a separate column in the Council cash book."

The Clerk confirmed that the Council was within its overall cash limit (based on £8XXXX per elector), and that the conditions of Section 137 were met in relation to the two items of expenditure relating to remembrance day commemorations. Councillor Shaen-Carter MOVED, Councillor Cory SECONDED and it was RESOLVED that the payments be approved.

139.0 **TO CONSIDER AN OUTLINE BUDGET FOR THE 2016-17 FINANCIAL YEAR AND THE CORRESPONDING PRECEPT WHICH WOULD BE NECESSARY TO FUND IT.**

Extracted from the report of the Clerk:-

"The Council will be asked to identify any variances from previous years and items for development. This will allow the Responsible Finance Officer the opportunity to conduct any necessary investigations and present a final report for acceptance at the meeting in January 2016."

The Clerk outlined the thinking behind the outline budget and invited suggestions for additional areas of desired expenditure, areas where proposed expenditure could be reduced or removed. He explained that once the provisional budget was finalized it would be possible to consider how to fund it. He confirmed that a small provision had been made for grass cutting which could be adjusted depending on the outcome of the Council's forthcoming deliberations. In commenting on expenditure for which the Council had no specific power or duty, the Clerk suggested that a grants fund might be established and any payments could be made in accordance with a specific grants policy and undertook to draft a policy for consideration. Following further discussion Councillor Cory MOVED, Councillor Easton SECONDED and it was RESOLVED that:-

- a) the Clerk continue to refine the draft budget; and,
- b) the budget be approved at the January meeting.

140.0 **TO CONSIDER AND APPROVE AN APPLICATION FOR FUNDING UNDER THE TRANSPARENCY FUND**

The Clerk reported that the Leicestershire and Rutland Association of Local Councils (LRALC) had reviewed the proposed bid and made suggestions. The Clerk undertook to adopt the suggestions. Councillor Cory MOVED, Councillor Shaen-Carter SECONDED and it was RESOLVED that the amended bid be submitted.

141.0 **OPTIONS FOR GRASS CUTTING IN 2016**

Councillor Easton reported that she had made arrangements to discuss with a contractor a possible extra cut with a contractor. It was noted that quotations from three contractors would ultimately be required if the Council were to decide to fund the County Council's shortfall.

142.0 **RISK MANAGEMENT/ASSESSMENT FOR INSURANCE PURPOSES**

The Clerk reported that following further review he had devised a simple system of asking for the required information to satisfy the risk requirements of insurers and fulfil the Council's obligations and would commence the process in January 2016.

143.0 **TO CONSIDER AND IF SO RESOLVED TO ADOPT REVISED FINANCIAL REGULATIONS**

Extracted from the report of the Clerk:-

"The Council's Financial Regulations are in need of review. The Model Regulations provided by NALC have been used as the basis for the draft Financial Regulations. The most significant changes are the provisions for electronic banking, and scheduling regular payments automatically (such as electricity bills). The Council is invited to consider and if so resolved to approve the Regulations which are set out at Appendix C."

Councillor Cory MOVED, Councillor Easton SECONDED and it was RESOLVED that revised Financial Regulations be accepted and adopted.

The meeting closed at 9:07 p.m.

Signed: _____

Date: _____