

# Medbourne Parish Council

## MINUTES OF THE MEETING HELD IN MEDBOURNE VILLAGE HALL AT 19:00 ON MONDAY 7 MARCH 2016

Councillors present: Pilkington (Chair), Gidley-Wright, and Easton.

Also present: District Cllr. Rickman, 12 members of the public, and Graham Thomson (Clerk to the Council).

155.0 D **TO ACCEPT, OR OTHERWISE, APOLOGIES FOR ABSENCE RECEIVED**

An apology for absence was received and accepted from Councillor Shaen-Carter (holiday).

156.0 D **TO NOTE ANY DECLARATIONS OF INTEREST RECEIVED**

The Clerk reported that no declarations of interest had been received.

157.0 D **TO NOTE ANY REQUESTS FOR DISPENSATION GRANTED**

The Clerk reported that no requests had been granted.

158.0 D **PUBLIC REPRESENTATIONS**

The Chair suspended the meeting at this point and invited comment from members of the community present.

158.1 D **Information Directory**

A member of the public stated that about 35 copies of the directory remained and a copy was provided to new neighbours and would continue to be provided.

158.2 D **The Hollow and Playing Fields**

A member of the public stated that the incidence of loose dogs in the nature area The Hollow was increasing. It was suggested that some people using the sports facilities were allowing their dogs to roam not under control and were not clearing their dogs' mess; and people were allowing dogs to run free in the nature area, causing damage, dog mess, and potential distress wildlife to the Nature Area. It was also noted that a public footpath crossed the playing field on which members of the public could walk freely with dogs "under control" but that on the rest of the field and The Hollow dogs could be required to be on a lead and owners could be required to clear all mess. It was noted that if names of offending dog owners were reported to the Dog Warden at Harborough District Council, or to the Clerk, then action could be taken.

158.3 D **Printing and Photocopying Costs**

In response to a question about the cost of printing and photocopying, the Clerk reported that the cost of £139.15 was from April 2015 to February 2016 and represented a discounted charge.

158.4 D **Ancient Road**

A member of the public stated that 47 people had signed a petition some years previously in support of retaining the ancient road, and that the Highways Committee had thought the road was worth saving. She suggested the installation of motion-activated lights be installed as an alternative to any changes to the road. The Chair reported that the petition had not been presented to the Parish Council and that Mr Wright had been invited to make any proposals.

158.5 D **Mower Fund**

A member of the public stated that there was several thousand pounds in the Fund and that the Sports Club was requesting that the money be used for equipment which would be of more use than just repairing or replacing the mowers.

158.6 D **Resumption of the meeting**

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

159.0 D **CONFIRMATION OF THE ACCURACY OF THE MINUTES OF THE MEETING HELD ON 1 FEBRUARY 2016**

The minutes of the meeting held on 1 February 2016, having been previously circulated, were accepted and it was RESOLVED that the minutes be confirmed and signed by the Chair.

160.0 D **TO RECEIVE FACTUAL UPDATES OF MATTERS ARISING FROM THOSE MINUTES NOT MENTIONED ELSEWHERE ON THE AGENDA**

160.1 D **Medbourne Bowls Club**

The Chair reported that she had been advised that a further amendment to the proposal had been submitted to the Planning Authority, but that the Parish Council had received nothing formally.

161.0 D **CASUAL VACANCY IN THE OFFICE OF PARISH COUNCILLOR – CO-OPTION**

Extracted from the report of the Clerk:-

*“Following the resignation of Jo Cory as Councillor, notice of the vacancy was published as required by statute, and also advertised on the website. The closing date for electors to requisition a poll (call a public election) passed and no poll was requisitioned. The Council must therefore fill the vacancy at the earliest opportunity. Anyone expressing an interest, or notified to the Clerk in advance of the meeting as a potential candidate, will be invited to the meeting to address the Parish Council. The Clerk will attempt to carry out the necessary verifications before the meeting. The Council is REQUESTED to fill the vacancy in accordance with the procedure circulated to Councillors.”*

The Chair reported that the vacancy had been formally advertised as required and no poll had been requisitioned. The Clerk confirmed that the final date for the vacancy to be filled by co-option was 4 April 2016. The Chair requested that anyone interested in filling the vacancy should contact the Clerk with details and a brief outline of why they would be interested. She confirmed that the Council would consider the vacancy at the April meeting.

162.0 D **TO RECEIVE REPORTS INCLUDING ON THE FOLLOWING MATTERS:-**

162.1 D **Broadband**

In the absence of Mr Tuffs, no report was given.

162.2 D **Parish Council and Village Websites**

In the absence of Mr Tuffs, no report was given.

162.3 D **Lighting**

No report was given.

162.4 D **Sports Club (including the Mower Fund)**

Extracted from the report of the Clerk:-

*“The Council has been approached by the Sports Club with a request to widen the scope of the Mower Fund to allow the purchase of additional grass maintenance equipment. Councillors will recall that the fund was established in 1998 when the Council agreed to “match on a £ for £ basis the contribution of the Sports Club to a new mower”. A background paper has previously been circulated to Councillors. Previous requests to expand the use of the Mower Fund have been rejected by the Council stating that the overwhelming feeling of the Parish Council was that the costs involved should be borne by those participating in the various sporting activities by contributing towards ground maintenance through their subscriptions, match fees or fundraising and that use of the monies held in the Mower Fund should be limited to the purposes for which it was intended.*

*“The Sports Club has indicated that it has been creative in ensuring value for money by getting free services, firstly through the engineering workshop at Stocken Prison and then by the agricultural engineering students at Brooksby college, therefore saving a large sum in the fund. The usage of the sports field has increased greatly over the life of the Mower Fund.*

*“The Sports Club has asked that it be permitted to use some of the Fund to buy a Quadraplay: a multipurpose piece of equipment for slitting, scarifying etc. and which, with the big slitter already owned by the Club would help to ensure that grass growth is maintained and kept in good condition for regular mowing.*

*“The Council is REQUESTED to consider the matter.”*

The Clerk reported that the Mower Fund stood at £5,645.72 and that the Sports Club was requesting that the scope of the Mower Fund be widened to allow the purchase of grass maintenance equipment: specifically a Quadraplay: a multipurpose piece of equipment for slitting and scarifying etc. The Chair reported that at some point in the past the Council had widened the scope. Following a full discussion Councillor Easton MOVED, Councillor Gidley-Wright SECONDED and it was RESOLVED that:-

- a) approval be given in this instance for the use of the Mower Fund for the purchase of a Quadraplay without prejudice to any further requests; and,
- b) any future requests for use of the Mower Fund be considered on their merits.

162.5 D **Village Hall**

Councillor Easton reported that the roof works had not been carried out and that the internal decoration of the Hall building was under discussion.

162.6 D **Medbourne Educational Foundation Trust (MEFT)**

Councillor Pilkington reported that thanks to a generous donation from the Church the Trust had been able to commission the resurfacing of the play area and that works would begin in April 2016.

163.0 D **NEIGHBOURHOOD PLAN ADVISORY COMMITTEE**

163.1 D **To receive the minutes of the meeting of the Advisory Committee held on 20 January 2016**

The minutes of the meeting of the Neighbourhood Plan Advisory Committee held on 20 January 2016 having been circulated were accepted.

RESOLVED that:-

the minutes be accepted.

163.2 D **Neighbourhood Planning external support**

Extracted from the report of the Clerk:-

*Pursuant to the Council's decision to seek quotations for the provision of external consultancy and support for the neighbourhood planning process an insufficient number of quotations was received. An amended specification has been issued to five companies. The closing date for the quotations is Monday 14 March 2016. The Clerk will scrutinize the quotations with assistance from the Medbourne Neighbourhood Plan Advisory Committee and shortlisted bidders will be invited to make a presentation to the Advisory Committee in the week commencing 21 March, before the Advisory Committee makes a recommendation on which bid it commends to the Council meeting on 4 April 2016.*

RESOLVED that:-

the report be accepted.

164.0 D **TO CONSIDER AND MAKE COMMENT ON PLANNING MATTERS**

164.1 D **16/00279/TCA Works to trees (fell) 7 Old Holt Road Medbourne**

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

*"Medbourne Parish Council has no objection to the proposed works".*

164.2 D **16/00253/PCD Discharge of condition 7 (boundary treatment) of 14/00956/FUL Red Kite Barn Uppingham Road Medbourne**

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

*"Medbourne Parish Council has no objection to the proposed works".*

164.3 D **16/00194/TCA Works to trees Meadow Brook House Hallaton Road Medbourne**

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

*"Medbourne Parish Council has no objection to the proposed works".*

164.4 D **16/00191/FUL Replacement of existing conservatory roof and erection of a porch at Bridgedale Farm Drayton Road Medbourne, and 16/00192/LBC Replacement of existing conservatory roof and erection of a porch at Bridgedale Farm Drayton Road Medbourne**

The Chair reported that there appeared to be no issues with the flat roof and there appeared to be no detrimental impact on the listed building. She added that the porch over the new front door appeared to be too large and detracted from the building. She suggested that the proposal would be more acceptable if the pitch matched the existing hips of about 35 degrees. Councillor Gidley-Wright MOVED, Councillor Easton SECONDED and it was RESOLVED that the Council comment in the following terms:-

*"Medbourne Parish Council feels that the proposal would be more acceptable if the porch was reduced in height and size and the pitch of the porch roof was reduced."*

164.5 D **16/00070/FUL Demolition of existing garage and erection of replacement double garage at 32 Manor Road Medbourne**

The Clerk reported that the applications had been considered at the last Council meeting but had since been amended to reduce the pitch of the roof. Councillor Gidley-Wright MOVED, Councillor Easton SECONDED and it was RESOLVED that the Council comment in the following terms:-

*"Medbourne Parish Council has no objection to the amended proposal".*

165.0 D **THE HOLLOW – DOG FOULING**

Extracted from the report of the Clerk:-

*Correspondence has been received raising concern about the lack of control shown by dog owners who visit the sports field and the Hollow Nature Area. The complainants state that as far as the wildlife in The Hollow is concerned free running dogs are dangerous predators and as far as the human users of the paths are concerned the leaving of dog faeces is not just a nuisance but a health hazard particularly to that of children. It has been suggested that notices be erected around The Hollow so that no one is in any doubt as to what is required of them if they use the nature area paths with their dogs. Other suggestions include the making of Byelaws which would be time consuming and potentially costly. However, Harborough District Council's regulatory committee*

*will meet on 15 March 2016 to look at the feedback from a public consultations held at the end of last year with a view to making a Public Spaces Protection Order. The "Antisocial Behaviour, Crime and Policing Act 2014" introduced powers for Principal Councils to bring in Public Spaces Protection Orders (PSPO) to identify and address particular problems in their areas. Harborough District Council is considering using these powers to tackle dog fouling and other forms of irresponsible dog ownership.*  
*The Council is REQUESTED to consider the matter.*

Councillor Easton questioned whether or not there were sufficient bins in The Hollow and the village as a whole, whether they were in the best locations, if there were sufficient signs, and if bags should be provided in dispensers. It was noted that dogs had to be kept under control on the public footpath but not necessarily on a lead; however, the issues in the nature area also included dogs worrying and endangering wildlife. Following a full discussion Councillor Gidley-Wright MOVED, Councillor Easton SECONDED and it was RESOLVED that:-

- a) the Clerk be requested to investigate the legal position with signs and a requirement that dogs be kept on leads at The Hollow;
- b) the Clerk be requested to obtain costs for new signs;
- c) if the costs are high, the Sports Club be requested to make a contribution towards the costs;
- d) Councillor Easton investigate the type and costs of dispensers; and,
- e) Councillor Easton establish the quantity and location of existing bins.

166.0 D **TO NOTE SIGNIFICANT CORRESPONDENCE RECEIVED**

166.1 D **Transformation Fund**

The Clerk reported that he had been advised that the application for funding under the Transformation Fund had been wholly successful and that he would bring proposals to a future meeting.

166.2 D **Defibrillator**

The Chair reported that the public appeal had raised sufficient money and she had been asked if the Parish Council would hold the money on trust for the specific purpose of maintaining the defibrillators. The Clerk undertook to investigate the legality and protocols of the Council holding funds as requested and it was RESOLVED that the principle of the Council holding the funds in trust as requested be approved.

167.0 D **QUESTIONS TO THE CHAIR**

No questions were asked of the Chair.

168.0 D **TO NOTE ANY ITEMS OF REPAIRS AND MAINTENANCE IN THE PARISH IN NEED OF ATTENTION**

Extracted from the report of the Clerk:-

*Councillors will be asked to notify the Chair of any items of which they are aware.*

168.1 D **Notice Board**

The Chair reported that the notice board had been repaired.

168.2 D **Clean for the Queen**

The Chair reported that Mr John Biggin had kindly co-ordinated an operation with volunteers to clean the Parish which had been highly successful. She expressed thanks on behalf of the Parish Council and it was RESOLVED that the Clerk write a letter of thanks to Mr Biggin.

168.3 D **Nevill Arms Car Park Entrance**

The Chair reported that the defects had been reported to the Highways Department which had acknowledged responsibility.

168.4 D **Drain Opposite Nevill Arms Car Park Entrance**

The Chair reported that the blockage to the drain had been reported to the Highways Department and subsequently cleared.

168.5 D **Church Path**

Councillor Easton reported that the footpath was in a poor state despite patching repairs. The Chair undertook to report the matter again.

168.6 D **Drayton Road**

Councillor Gidley-Wright reported that the recycling bin at Drayton Road appeared to be used for fly tipping and he undertook to report the matter to Seven Locks Housing Limited.

169.0 D **COUNCIL TRAINING AND RESOURCES**

Extracted from the report of the Clerk:-

*Councillors will be asked to identify any training needs.*

No new items of training or necessary resources were identified.

**170.0 D MAKING PAYMENTS**

Extracted from the report of the Clerk:-

*Until very recently, Councils were only able to make payments by cheque. Recently, however, these rules have been relaxed and Councils are able to make electronic payments with the same protections as for paper cheques. There are regular payments which would be ideally suited to electronic payments such as street lighting maintenance and salary payments. The audit trail and protections would be as rigorous and effective as for paper cheques. The Council is RECOMMENDED to authorize the Clerk / Responsible Financial Officer to create electronic payments for dual authorization through online banking.*

In response to questions, the Clerk clarified that a detailed monthly financial statement would be provided to Councillors and that the protections and audit trail would be no less rigorous than with the cheque payment system. Following further discussion Councillor Gidley-Wright MOVED, Councillor Easton SECONDED and it was RESOLVED that:-

- a) the Council extends its banking arrangements to include electronic banking; and,
- b) the Clerk / Responsible Financial Officer be authorized to create electronic payments for dual authorization through online banking.

**171.0 D TO CONSIDER AND APPROVE PAYMENTS**

Extracted from the report of the Clerk:-

*The Council is RECOMMENDED to approve the payments in Appendix A, together with any others received in advance of the meeting.*

Councillor Gidley-Wright MOVED, Councillor Easton SECONDED and it was RESOLVED that the following payments be approved.

<u>Recipient</u>	<u>Purpose</u>	<u>Budget</u>	<u>Amount</u>
Medbourne Sports Club	Mower repairs	Mower Fund	£119.75
e.on Energy Solutions Ltd.	Street Lighting Maintenance – Quarters ending 30 June and 30 September 2015) – cheques not cashed	Street Lighting	£252.86
Leicestershire County Council	Web Support Service to parish councils.	Administration	£180.00
	<i>NB. The Council previously questioned whether this service had ended. However, the Web Support Service for Leicestershire Villages ended in March 2015.</i>		
HMRC	Tax	Administration	£113.60
G Thomson	Clerk's salary (February 2015)	Administration	£117.16
	Clerk's salary (March 2015)	Administration	£117.16
	Photocopying and printing	Administration	£139.15
	Mobile Telephone	Administration	£10.00
	Clerk's salary Neighbourhood Planning (February 2015)	Neighbourhood Planning	£34.46
	Clerk's salary Neighbourhood Planning (March 2015)	Neighbourhood Planning	£34.46
Greenbarnes Ltd	Replacement parts for P94A noticeboard	Administration	£76.15

The meeting closed at 21:20 p.m.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**NOTE:**

The following meetings will be held in the Village Hall:

	March	March	April
Parish Council	-	-	4
Neighbourhood Planning Advisory Committee	16	22	20