

# MEDBOURNE PARISH COUNCIL

## Minutes of Meeting 5 February 2018

Councillors present: Gidley-Wright, Pilkington Caffrey, Easton and Shaen-Carter  
 Also present: 4 members of the public, and Martin Field (Parish Clerk).  
 [Apologies had been received from HDC Cllr Rickman.]

| MIN. NO. |  | ACTION       |
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| 163.0    | <b>APOLOGIES FOR ABSENCE</b><br>None.  |              |
| 164.0    | <b>DECLARATIONS OF INTEREST</b><br>Cllr S-C declared an interest in the planning application for 38 Drayton Road.  |              |
| 165.0    | <b>REQUESTS FOR DISPENSATION</b><br>None.  |              |
| 166.0    | <b>PUBLIC REPRESENTATIONS</b><br>None  |              |
| 167.0    | <b>MINUTES OF THE PC MEETINGS ON 8 &amp; 15 JANUARY 2018</b>   |              |
| 167.1    | Minutes of 8 January :<br><br>It was noted that Minute 152.1 was correct in noting the PC's 'in principle' agreement to a change in the charity objects, but that Minute 152.1 required amendment regarding the PC's response to making a nomination to a future vacancy on the body of Trustees.<br><br>It was agreed that 'minute 152.2' be amended to state that: "the PC will consider points regarding the nomination of individuals to a future vacancy amongst the Trustees, and will await further info from the Trustees".<br><br>A letter will drafted to the Trustees on this position and sent to them by the Clerk. | MF / Cllr GW |
| 167.2    | Minutes of 15 January : these were accepted as an accurate record.   |              |
| 168.0    | <b>UPDATES OF MATTERS ARISING / CLERKS REPORT</b>  |              |
| 168.1    | (Re: Minute 142.2) Roadway use at Brook Cottage.<br>Cllr S-C informed the meeting that advice from HDC Planning is for a 'log' to be created noting unauthorised 'movement over the  | All          |

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| 168.2        | <p>bridge...' so that this can support potential enforcement actions by HDC in the future.</p> <p>(Re: Minute 143.2) Good Neighbour Scheme<br/>Discussion on this matter noted an uncertainty in measuring local 'need' accurately, or how to respond to this in an effective and consistent manner.</p> <p>Whilst some information is already available on the village website, it was agreed to produce a list / directory of village groups, activities and support in the village that could then be circulated on a house-by-house basis. Cllr P to start and Cllr C to assist over the next two months, and then to revisit the subject in April.</p> | Cllr P / C  |
| 168.3        | (Re: Minute 145.1) signed copies of PC Minutes<br>MF was finalising the printing of the copies reviewed by Cllr P. for her signature.   | MF / Cllr P |
| 168.4        | (Re: Minute 150.2)<br>MF noted that quotes useable for undertaking the 2016-17 Internal Audit had not yet been obtained.  | MF          |
| <b>169.0</b> | <b>REVISIONS TO PC DATA POLICY</b>  |             |
| 169.1        | <p>DT summarised the previous note circulated on the amendments made to the PC policy.</p> <p>The new 'right' to request the erasing of some information held on-line is reflected in the changes.</p>  |             |
| 169.2        | The revised policy was agreed, and will be placed on-line as information to all.  | MF / DT     |
| <b>170.0</b> | <b>TO RECEIVE REPORTS ON THE FOLLOWING MATTERS:</b>   |             |
| 170.1        | <p><b>Neighbourhood Plan</b><br/>The period of formal consultation from HDC on the submitted Plan will run from 7 Feb to 22 March 2018. Copies of the Plan documents are available locally in the shop and the Sports Club from the NP Chair, and on-line.<br/>All responses and representations need to be sent direct to HDC by 22 March – not to the PC.</p>   |             |
| 170.2        | <p><b>Village Hall</b><br/>- The 'Tea and Catch-up' sessions had commenced again.<br/>- Plant pots are wanted for the Plant Fair to be held in May.<br/>- A 'Meet the Neighbours' session will happen from 5.30 to 8.30 pm, 17 March.</p>   |             |

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| 170.3 | <ul style="list-style-type: none"> <li>- There are copies of the 'egg colouring sheet' available at the shop or on-line.</li> <li>- News on the Lottery application is expected in March.</li> <li>- It was agreed that the PC's mower is in need of a 'service', and to ask Colin Lawson if there could be some assistance with this.</li> </ul> <p><b>MEFT</b><br/>It was noted that a £200 donation had been received from the WI Bridge Drive and will be put towards the insurance fee.</p>  | Cllr E                  |
| 170.4 | <p><b>Sports Club</b><br/>Nothing to report.</p>  |                         |
| 170.5 | <p><b>Village broadband and website</b><br/>It was noted that there had been a recent 'outage' with virtually zero broadband reception for a few days.</p>  |                         |
| 171.0 | <p><b>TO CONSIDER AND COMMENT ON PLANNING MATTERS</b></p> <p>Matters arising from previous minutes:</p>   | <i>Response to HDC:</i> |
| 171.1 | <p><u>Applications submitted to HDC:</u></p> <p>18/00133 / FUL - <i>submission for erection of a porch</i> – No objection.</p> <p>17/02151/FUL : Land adj. 41A Main Street - <i>Erection of 6 dwellings including associated access</i> – discussion noted disappointment at the proposed realignment of this scheme and the likely removal of a proposed 'green' and no smaller properties. It was agreed <b>to return comments that raise these concerns and the potential clash of traffic movements from accessing plots close to the junction.</b></p> <p>17/02119/FUL : 38 Drayton Road - <i>Extension and insertion of windows</i> – <b>No objections.</b></p> <p>17/01834/OUT: Field, off Drayton Road Medbourne - <i>Outline application for the erection of a dwelling and associated access</i> – discussion focused on whether the site is outside the Limits to Development in the submitted N P, and with other road safety concerns. It was agreed <b>an objection lodged if the proposal is for building outside that boundary.</b></p> <p>18/00099/TCA : 9 Old Holt Road - <i>Works to trees and 25 % reduction</i> – <b>No objections</b></p> | Cllr SSC to draft       |
| 171.2 | <p><u>The following decisions undertaken by HDC were noted:</u><br/>17/01948/VAC - variation of conditions, 6 dwellings : Approved</p>  |                         |

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|              | 17/01987/PCD - discharge of conditions, The Paddock : Approved<br>17/01640/FUL - alterations, The Reading Room : Approved<br>17/01962/VAC – extension, 24 Main Street : Approved  |        |
| <b>172.0</b> | <b>CORRESPONDENCE HAD BEEN RECEIVED ON:</b><br><br>- Improve access to local services for your parish residents, Voluntary Action South Leicestershire<br><br>- RCC application form for the Good Neighbour Scheme<br><br>- Update on LRALC Internal Audit service<br><br>- Detail of LCC Strategic Growth Plan consultation meeting in Harborough 27 February.<br><br>- Nomination of Independent Examiner for Neighbourhood Plan, NPIERS. |        |
| <b>173.0</b> | <b>QUESTIONS TO THE CHAIR</b><br>None.  |        |
| <b>174.0</b> | <b>TO NOTE ANY ITEMS OF REPAIRS AND MAINTENANCE:</b>  |        |
| 174.1        | It was noted that another pothole had appeared on Brook Terrace. Cllr P. will report.   | Cllr P |
| 174.2        | Information obtained from Highways on the village grit bins has stated there are two bins at present. (The old bin at Marlow Court is not from Highways.) Cllr P had requested details on the costs of obtaining an additional bin, but nothing had been received to date. MF was asked to check on this response.  | MF     |
| <b>175.0</b> | <b>COUNCIL TRAINING AND RESOURCES</b><br>None undertaken in this period.  |        |
| <b>176.0</b> | <b>PC BUDGET AND PAYMENTS</b><br><br><b>It was agreed to pay the following invoice:</b>   |        |
| 176.1        | Hire of Village Hall Oct-Dec 2017 : <b>£75.00</b>   | MF     |
| 176.2        | It was noted that a sum will be outstanding for the Clerks Wages 100 hours Aug-Dec 2017 ( <b>@£843</b> minus Tax/Ni) – Ni and other details are being passed to the payroll services provider to set up the new arrangements.   | MF     |

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| <b>177.0</b> | <b>PRECEPT &amp; BUDGET</b>   |    |
| 177.1        | It was confirmed that a figure of £10,949 had been returned to HDC as the requested 2018-19 Parish Precept.   |    |
| 177.2        | MF is in the process of clarifying the position on payments made and potentially outstanding to HDC and to Eon.   | MF |
| 177.3        | MF summarised the work finally undertaken on calculating funds held for The Hollows. It was noted that there seems to be in the region of £1174 in the account. Details will be forwarded to Tom & Ann Price and Laurie Smith.<br><br>It was noted that 'best practice' is now that such funds are not held by a PC, but are lodged in a separate and independent account. This will be discussed with The Hollows in due course. | MF |
| <b>178.0</b> | <b>TO CONSIDER APPLICATIONS FOR GRANT SUPPORT</b>   |    |
| 178.1        | It was noted that there were no applications to consider. A copy of the current grant form will be circulated to all Councillors.   | MF |
| 178.2        | It was agreed to remove this as a 'standing item' from future agendas.  |    |
| <b>179.0</b> | <b>ITEMS FOR NEXT AGENDA</b>  |    |
|              | Benchmark quotes to consider Internal Audit services.   |    |
|              | <b>DATE OF NEXT MEETING</b><br><b>7.30pm, Monday 5<sup>th</sup> March 2018</b>  |    |

Signed \_\_\_\_\_ Date \_\_\_\_\_