

Appleby Magna ANNUAL Parish Council Minutes

May 6 2021, 7.30pm, remote access via Zoom meetings

Present: - Cllrs Emma Bird (Chair), Andy Whitehurst, Peter Brown, Kevin Jones, Sue Mitchell, Anita Hansen, Lindsay Swinfield Clerk.

The meeting held via Zoom remote contact – no queries received prior to the meeting – this meeting recorded and hard copy notes taken.

2144 Cllr Bird opened the meeting as retiring Chair - with nominations to elect a Chairman for the Parish Council – Cllr Brown nominated Cllr Emma Bird as Chairman – it was **RESOLVED**, unanimous to elect Cllr Bird as Chairman of Appleby Magna Parish Council. Cllr Bird signed the Declaration of Acceptance of Office, to be counter-signed by the Clerk. All welcomed the new Parish Councillor Mr Kevin Jones.

Open forum for members of the public and press - Nil

2145 Apologies – Nil.

2146 In accordance with Section 31 of the Localism Act 2011, members to declare any Disclosable Pecuniary Interests in items on the agenda. Clerk to report any written requests for dispensation in respect of items on the agenda. Cllrs Bird, Brown, Whitehurst & Mitchell declared affiliations with various sports clubs and the Scouts.

2147 Cllr Bird invited nominations for Vice Chairman of Appleby Magna Parish Council – Cllrs nominated Cllr Whitehurst, it was **RESOLVED**, unanimous.

2148 Minutes of the Parish Council meeting (& the annual Parish meeting minutes) held 3 April 2021 were endorsed and signed – **RESOLVED** unanimous.

2149 Members reviewed delegation arrangements to committees and the following were unanimously **RESOLVED**:

- Sports & Recreation Club: Cllr Emma Bird to continue to liaise with the Club on behalf of the Parish Council.
- Sir J Moore Foundation – Cllr Peter Brown to continue to liaise on behalf of the Parish Council as a Trustee of the Foundation.
- Flood support group and resilience plan group – Cllrs Sue Mitchell & Anita Hansen to represent the Parish Council.
- Allotment liaison Cllr Andy Whitehurst.

2150 Members agreed to appoint Mr Martin Cooke (if he agrees) as Internal Auditor for the Parish Council for 2022, via LRALC.

2151 Members set the date of 7 April 2022 for the Annual Parish Meeting.

2152 Members had reviewed Standing Orders and Code of Conduct – **RESOLVED**, unanimous to re-adopt.

2153 Members had reviewed the Parish Risk Assessment, and **RESOLVED** unanimously to accept this.

2154 Members had reviewed the Council's Asset Register, and **RESOLVED** unanimously to accept this.

2155 Members had reviewed the Financial Regulations and **RESOLVED** unanimously to accept this.

2156 Members had reviewed all key Council documents and **RESOLVED** unanimously to accept them without amendments.

2157 Decisions made under delegated powers – Nil.

2158 Police / Neighbourhood Watch Matters – all crime reports can be viewed at www.Police.uk and type in the relevant postcode – however reports are always one month behind.

Please ring 0116 222222 or 101 or Crimestoppers 0800 555 111 to report suspicious behaviour or crimes. Police Sergeant 531 Mark Watson, mark.watson@leicestershire.pnn.police.uk

2159 Planning Consultations

a. 21/00709/FUL Whitehouse Farm, proposed conversion of former hunting lodges to form single residential dwelling along with detached garage (revised application – no comment.

2160 Planning Decision Notices

- a. 19 Botts Lane, variation of conditions 1,2,4,7 to alter design details and landscaping – granted.
- b. Redhill Farm, Top Street, change of use from agricultural building to offices – class E- granted.
- c. Sir John Moore School refurbishment of WC, listed building consent – granted.
- d. Appeal field next to Austry Lane, dismissed.

2161 Allotment Matters

a. Bird boxes now in place and the new orchard is looking good.

2162 Footpaths, Hedgerows & Street Matters

- a. Rospa play safety inspection report reviewed and relevant areas addressed, new rubber matting will be required in future.
- b. Traffic control signs – licence has been received and signed, waiting for LCC legal department to finalise. Two areas to have signs installed to start with – Rectory Lane and Measham Road, Council hopes to install in Top Street and other areas in future. Two quotes were reviewed – Westcotec and Elancity. Cllr Hansen proposed, seconded by Cllr Jones it was **RESOLVED** unanimous to purchase one from each supplier to see how they perform at a total cost of £6,500.

2163 General items for consideration

- a. Project Jump! Outdoor gym equipment – funding of £5k received from J11 Mercia fund. Clerk to ask another supplier to carry out a site visit. It was **RESOLVED** unanimous to have a total budget of £6k to include matting and installation.
- b. Recreation ground car park – one area to the right hand side of the large gate entrance needs attention – all agreed to defer to June 2021 PC meeting.
- c. NWLDC street naming and numbering - SECTION 17 PUBLIC HEALTH ACT 1925 NOTICE FOR STREET NAMING AND NUMBERING DEVELOPMENT Land At M42 Junction 11, Burton Road, Stretton En Le Field, Derby – members agree to suggestions below:
Hill Top Way - The developer has given the following reason for choice of name, “Hill Top Way is so named as the site was previously Hill Top Farm”.
Swallow Drive - The developer has given the following reason for choice of name, “As the pergola feature in the south west corner of the site adjacent to this road is a habitat to encourage nesting swallows”.

2164 Risk Assessment (general risk assessments carried out on an ongoing basis including Rospa full play inspections) – at the time of inspection nothing to report.

2165 Approval of Financial Statements & Payments

- a. The payment list and bank reconciliation were reviewed and approved, **RESOLVED**, unanimous.
- b. Members had received a copy of the end of year bank reconciliation and associated documents, these were approved, **RESOLVED**, unanimous.
- c. Members approved the annual financial report from the Internal Auditor, **RESOLVED**, unanimous.
- d. The Annual Governance statement was approved, unanimous **RESOLVED**.
- e. The Accounting Statement was approved, unanimous **RESOLVED**.
- f. The AGAR was approved, unanimous **RESOLVED**.
- g. The final budget against actual figures had been reviewed and approved, **RESOLVED** unanimous.
- h. Members noted the Notice of appointment of date for the examination of electors rights will be posted on notice boards and the web site as per legislation – remote access may be granted.
- i. The annual insurance quote had been received from insurers BHIB, other quotes had been received, but following a comparison exercise it was proposed to accept the quote **RESOLVED**, unanimous.
- j. A Zoom subscription had been received it was **RESOLVED** unanimous to renew.
- k. The cost of servicing parish litter bins is increasing from £2.96 to £3.04 per empty with effect from 1 April 2021 to 31 March 2022, this equates to a 3% increase. Noted.

2166 Ideas for written piece – Parish News Line

- a. Community group update.
- b. Speed control signage update.
- c. Dog waste still an issue in the parish.

The meeting ended at 9.40 pm.

Date of next meeting: June 3 2021 @ 7.30pm, sports pavilion on the recreation ground.