

Gaddesby Parish Council
Minutes of the Parish Council Meeting held at Ashby and Barsby Parish Hall
on Monday, 9th April 2018, commencing at 6.45 pm.

Councillors Present

Mrs Pat Walton – Chair
 Mrs Jenny Hurst – Vice-Chair
 Mr Gordon Bigam

Mr Howard Bakewell
 Mr Gary Fox
 Mr John Simon

Mrs Trudy Toon – Clerk to the Council

Action

Apologies – Apologies were received from Borough Councillor Mrs Janet Simpson.

Parishioner/Public Time

There were no parishioners present.

Minutes – Minutes of the previous meeting no's 2017/2018 71-76, having been circulated, were taken as read, approved and signed.

Matters Arising

1. **Gates, Ashby Road, Gaddesby** – The Clerk emailed Ms Shonagh Merrigan, Technician, Traffic and Signals at LCC to thank her for arranging to have the 'Dragons Teeth' road markings permanently marked onto the Highway and to inform her that a pair of gates had been placed, in the grass verge, next to the Gaddesby sign along Ashby Road on both sides of the carriageway. Ms Merrigan advised that LCC were not aware that the gates had been installed and that permission had not been granted to an individual for the installation. The Clerk subsequently forwarded some photographs of the gates to Ms Merrigan, who advised that she would investigate the matter further.

2. **Crime Updates** – A beat report/crime update had yet to be received for February or March 2018.
 Councillor Fox reported that he had put some notices on the village notice boards, asking parishioners to inform GPC if they had reported a crime to the Police in the last 18 months and if so, do they know the outcome of their crime or have they received any follow up from the Police. Councillor Fox also included extracts from the latest version of the 'victims code of practice' on the notice. Following discussion, Councillors asked Councillor Fox to include the notice in the church newsletter on alternate months; Councillor Fox would contact the editor of the church newsletter, Mr Tucker.

3. **Weakened Carriageway from Barsby crossroads to South Croxton crossroads** – Councillor Bakewell advised the Clerk that the owner of the field had not carried out any repair work to the weakened area.
 Following which, the Clerk forwarded an email to LCC, Highways Department to report that some minor repair work had been carried out to the area, which, as a consequence, had possibly made the weakened area more dangerous and hazardous.

Councillor
Fox

Matters Arising cont.

- 3. Weakened Carriageway from Barsby crossroads to South Croxton crossroads cont.** – The Clerk asked if LCC, Highways Department had carried out the repairs or if permission had been granted to an individual to carry out the repairs on their behalf.
- 4. Melton Local Plan** – Nothing to report.
- 5. Neighbourhood Development Plan** – Councillor Simon reported that the ‘Open Event’ held on Saturday, 17th March 2018 had been very successful. Councillor Simon provided an update on the progress of the Neighbourhood Plan. This being:
- questionnaires would be circulated to all parishioners,
 - the focus groups would be meeting,
 - a meeting would take place on Friday, 13th April in order to arrange meeting dates for the focus groups,
 - stakeholders would be written to,
 - and that no further grants had been applied for – this would be carried out following Fridays meeting.

The Clerk reported that a member of the Neighbourhood Plan Advisory Committee, had requested a copy of the Full Register of Electors. As it stated that the Register must not be supplied to any person, the Clerk contacted Mrs Renwick at MBC for further guidance. In an email Mrs Renwick suggested that GPC should decide if the Neighbourhood Plan Committee could have a copy, alternatively if a decision could not be made, then independent legal advice should be sought, or contact the LRALC.

Councillors Simon and Hurst, as members of the Neighbourhood Plan Advisory Committee, were unaware that the Committee member had requested a copy. Councillor Simon would ask why a copy of the Register would be necessary for the development of the Plan at the meeting on Friday, 13th April.

Councillor
Simon

- 6. Gaddesby Children’s Play Area –**
- Moss on the MUGA surface :** Mr Nigel Pick, the maintenance contractor for GPC, along with Councillor Bakewell had yet to treat the moss on the MUGA surface, but would endeavour to do so once the weather improved.
- Climbing Plant in Neighbours Garden :** Councillor Bakewell had yet to ask the parishioners to either trim back the climber, which is growing in their garden, or to encourage it to grow along their trellis.

Councillor
Bakewell

- 7. Footway from The Lodge, Ashby Folville to Barsby** – Councillors were pleased to note that LCC, Highways Department had edged back the footway from The Lodge, Ashby Folville to Barsby. The Clerk was asked to write to LCC, Highways Department to thank them for arranging to have the work carried out and to report that the work had been completed to a high standard, with the contractors cleaning and generally tidying the area.
- 8. Gaddesby Lane, Barsby** – Nothing to report.

Clerk

Matters Arising cont.

- 9. Field near to Randals Close/Barsby Village, Gaddesby Lane, Barsby, (grid reference SK697115)** – Nothing to report.
The Clerk was asked to email Mr Joe Mitson at MBC to enquire if any progress had been made with investigations, in relation to the concerns raised by GPC. Clerk
- 10. Transparency Code For Smaller Authorities : GPC Agenda** – As it was agreed to wait until the 1st April to join the LRALC, the Clerk had yet to contact Mrs Frances Webster to ask her for her comments/suggestions in relation to making improvements/alterations to the GPC agenda. Clerk
- 11. Blocked Drains, Ashby Folville** – Nothing to report.
- 12. Pot Holes, Baggrave End, Barsby** – It was reported that LCC, Highways Department had repaired the pot holes near to number 24 Baggrave End, Barsby. However, it was noted that water remained on the Highway. It was thought that there may be an additional drainage/water related problem, such as a possible water leak. The Clerk was asked to report the matter to Severn Trent Water. Clerk
- 13. Pot Holes, Ashby Folville** – The Clerk emailed LCC, Highways Department to advise that a number of pot holes had formed in the Highway in Ashby Folville village, with some particularly large pot holes opposite the Carington Arms Public House.

Correspondence

- 1. LCC, Consultation on the Draft Passenger Transport Policy and Strategy** – An email had been received providing details of the LCC, Consultation on the Draft Passenger Transport Policy and Strategy. The email informed that LCC has to consider if and how it can meet a need for public transport where this need cannot be met in other ways. The document stated that the Melton to Leicester 100 Service, which services the villages, could be at risk of being discontinued. All Councillors were encouraged to respond to the Consultation. All Councillors & Clerk
- Following discussion, Councillors were of the opinion that parishioners should be notified of the Consultation and informed of the possible risk that the service could be stopped.
- Councillors resolved to put together a sample letter and flyer which would be circulated to all households within the three villages. As the LCC consultation questionnaire document was complex and quite lengthy, parishioners could then modify the sample letter and forward it to LCC as their response to the consultation.
- Councillors also felt that notices should be attached to all the village notice boards and that a notice should be included in the next edition of the church newsletter.
- It was decided to email other local Parish Councils to advise them the actions to be taken by GPC and to ask them to encourage their parishioners to respond in order to save the service.
- Councillors Walton, Hurst and Simon would liaise, with a view to putting together a sample letter and a flyer. Once agreed the letter and flyer would be copied. All Councillors volunteered to distribute the letter and flyer to the households within the villages.

Correspondence cont.

2. General Data Protection Regulation (GDPR) – The Clerk reported that the new General Data Protection Regulation would be coming into force from the 25th May 2018. GPC would be required to comply with the new regulation. Upon receipt of further details and information, the matter would be discussed at the May meeting. It was hoped that guidance would be received from LRALC once membership had been confirmed.

Clerk

Correspondence was either emailed or made available to Councillors as necessary.

Planning Matters

a. Land to the South of The Lane, Barsby – Application submitted by Mr Featherstone and Ms Harvey for the proposed demolition of barns and the erection of one two storey dwelling, including access. Councillors resolved to support the application. However, the Clerk was asked to include a comment to MBC, that GPC had concern that The Lane is particularly narrow and given the recent increase in the number of properties along The Lane, is there adequate access for emergency vehicles/services?

Clerk

b. Orchard Cottage, 2 The Lane, Barsby – Application submitted by Mr and Mrs Keen for a proposed rear two storey and single storey extension. Councillors resolved to support the application.

Clerk

Planning Decisions

a. The Meadows, Gaddesby Lane, Barsby – Application submitted by Mr and Mrs O Morris for a proposed two-storey front/side extension and further single storey extension with associated alterations to the existing property (including the replacement of clay roof tiles with slate), has been granted planning permission by MBC.

b. The Paddock, South Croxton Road, Barsby – Application submitted by Mrs Beryl Hefford for the proposed installation of a new gateway into the paddock, has been granted planning permission by MBC.

c. Pine House, 4 Rearsby Lane, Gaddesby – Application submitted by Mrs S Milward, for the proposed tree works to three yew trees close to Chapel Lane, Gaddesby, as follows:

- Tree 1 – Reduce to six metres due to storm damage.
- Tree 2 – Crown lift to 5.2 metres over carriageway.
- Tree 3 – Balance crown over the carriageway and reduce crown,

has been granted consent to work on trees by MBC.

Representative Reports

1. Ashby and Barsby Parish Hall – A Financial Statement had been received from Ashby and Barsby Parish Hall, was circulated to Councillors and would be kept on file for future reference. Councillor Walton advised that there was a £300.00 decrease in funds from the previous year and that the committee had agreed to donate £250.00 towards the purchase of the defibrillator in Ashby Folville. Councillor Walton went on to advise that work would have to be carried out to the Hall to enable the installation of the defibrillator – which would be installed under the porch. This would include, additional electricity, lighting, etc, and that the Hall would fund this work. Councillor Walton reported that further improvement works would be carried out to the Hall, these would include; an upgrade to the male toilets, new flooring in the kitchen, the replacement of the kitchen table with a fixed unit, the painting of the front of the Hall and the purchase of 100 new chairs.

Councillor Walton advised that the ‘Spring Supper’ would be held on Thursday, 26th April 2018 in the Hall, with tickets available to purchase at a cost of £10.00 each. Councillor Walton also advised that the Ashby Folville website would be updated.

2. Barsby Village Hall Green – Councillor Hurst reported that the next Barsby Village Hall Green social events would be the ‘Quiz Night’, which would take place on Saturday, 21st April followed by the Royal Wedding ‘Petanque Evening’ which would be held on Saturday, 19th May 2018. Councillor Hurst went on to report that snowdrops, aconites and crocus bulbs had been planted on the Green and that wild garlic, bluebells and a selection of shrubs would be planted shortly.

3. Gaddesby Village Hall – Councillor Bakewell reported that his wife had recently been unwell, therefore, he had not been able to attend the Gaddesby Village Hall committee meeting and that he would not be attending the meetings for approximately six months. Councillor Bakewell advised that he would obtain a Gaddesby Village Hall report from the Chair of the committee, in order to provide GPC with an update.

Finance

Accounts paid since the last meeting:

Ashby and Barsby Village Hall – Hire of Hall, 6 meetings at £16.00 each, total £96.00.

Gaddesby Village Hall – Hire of Hall, 6 meetings at £16.00 each, total £96.00.

St. Mary’s Ashby Folville PCC – Churchyard maintenance grant, total £75.00.

St. Luke’s Gaddesby PCC – Churchyard maintenance grant, total 75.00.

Barsby Village Hall Green – Green maintenance grant, total £75.00.

Your Locale Ltd – Consultancy fees for the development of a Neighbourhood Plan for the Parish of Gaddesby, £2,900.00 plus 20% VAT £580.00, total £3,480.00.

Accounts for payment:

Barsby Village Hall Green – Green maintenance grant, total £300.00.

E.ON Energy Solutions Ltd – Street light maintenance, ¼ ending 31.03.2018, £182.65 plus 20% VAT £36.53, total £219.18.

E.ON UK Plc – Street light energy, ¼ ending 31.03.2018, £399.41 plus 5% VAT £19.97, total £419.38.

Leicestershire and Rutland Association of Local Councils (LRALC) – Annual membership, from 01.04.2018 to 31.03.2019, total £247.61.

(LRALC membership fees £207.14 and NALC membership fees £40.47, total £247.61).

Trudy.M.Toon – Clerks salary and expenses from 01.01.2018 to 31.03.2018, salary £1,293.76, expenses £102.21, total £1,395.97.

Finance cont.**Payments Received:**

None.

Estimated Balances:

Barclays Bank Business Reserve Account: £13,024.13.

Barclays Bank Community Account: £2,381.31.

The latest bank statements were made available for Councillors.

Transfer of Funds:

Councillors agreed that £2,500.00 should be transferred from the Business Reserve Account into the Community Account; the Clerk was asked to carry out this transaction.

Clerk

Internal Audit 2017/2018:

The Clerk reported to Councillors that a meeting had been arranged with Mr Richard Willcocks, Internal Auditor, for Thursday, 26th April 2018, to begin the Internal Audit process.

The Clerk advised that notification had been received from PKF Littlejohn LLP that the External Audit would be changing. All the required documents had been emailed to GPC.

The Clerk was unsure if the Annual Governance Statement should again be signed prior to the Accounting Statement, so as a matter of caution and good practice, the Clerk asked the Chair, Councillor Walton, to sign the Statement.

The Clerk hoped that Mr Richard Willcocks, Internal Auditor, would be able to explain the changes within the Audit process and would be able to guide GPC accordingly.

Clerk

Other Business

Councillors present did not wish to raise any other business.

Retiring Chair - Councillor Walton thanked Councillors and the Clerk for all their help and support during the last two years in her role as Chair to GPC.

Arrangements for the next meeting – Annual Meeting of the Parish Council :

Monday, 14th May 2018 at Gaddesby Village Hall,
commencing at 6.45 pm.

The meeting closed at 8.45 pm.

Chair.