

**MINUTES OF THE MEETING OF THE COLEORTON PARISH COUNCIL
HELD BY ZOOM ON 7TH OCTOBER 2020 19.00 HRS**

PRESENT:-

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| | Councillor Martin Farrand – Vice Chair / Chair Councillor Terry Betts Councillor Michael Akroyd Councillor Caroline Mursell Councillor Richard Hughes Councillor and Acting Clerk Ann Stafford Webmaster Sandra Dillon |
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1. Vice Chair opened meeting
2. Election of Chair (casual vacancy arising from resignation of previous Chair)
Two Councillors expressed interest
Martin Farrand was voted in as Chair
Resolved: Martin Farrand continues as Chair until annual meeting 2021
3. To vote on resolution that Chair Declaration of Acceptance be completed later (due to online meeting)
Resolved: Chair to complete Declaration of Acceptance within 28 days of appointment
4. New Chair took over the meeting
5. Apologies: None received
6. Recording of Meetings
The Chair noted the key points from the Council's policy on recording of meetings
7. Declarations of Interest
None
8. Minutes of the Previous Parish Council Meeting
The minutes of the meeting on 19th August had been circulated in advance of the meeting.
Resolved: Michael Akroyd proposed that both these sets of minutes be accepted as a true record of the meeting. This was seconded by Richard Hughes and passed unanimously.
9. Chair welcomed new Councillor Caroline Mursell
10. Police Matters
Nothing to report although Cllr Stafford said she had been in touch with the local PCSO regarding a couple of issues and he had only just returned to work
11. PERIOD FOR PARISHIONERS PARTICIPATION
A parishioner asked about the Council's position with respect to not taking over the Forrester Close play area. He also asked about work being undertaken in Coleorton Wood which Cllr Stafford acknowledged was in hand with the Secretary of the Volunteer Group. He further expressed a concern about the item on the agenda regarding the Council's proposed banking arrangements and if this was a safe way to look after the parish precept.

Another parishioner asked why the agenda item relating to the Ivanhoe railway line had disappeared from the agenda. Cllr Stafford responded that following the resignation of the Parish Clerk, she had taken over the duties and had left it off in error, it would be reinstated at the next agenda. Cllr Farrand suggested we send an invitation to Geoff Bushell to attend a meeting.

The Council was made aware of an initiative from a local group to reopen footpaths and cycles routes from Ashby connecting with the Cloud Trail and asked for the Council's support. Any parishioners who had used the paths and trails were requested to get in touch with us. There is a posting on Facebook about the initiative.

A resident of Lower Moor Road requested that the Council object to the planning application (detailed below) for various reasons outlined by the resident.

12. Correspondence from Parishioners

From previous agenda: Trees overhanging garden on Overton Close – light and safety issues.
Resolved: Cllrs. Farrand and Betts would organise a visit next week to discuss with the resident

From previous agenda: Tree on Peggs Green footpath. Resident has previously supplied RAMS to the Council and requested Eden Tree Care to thin the tree. Cllrs. Stafford and Mursell visited site to discuss with the resident and have no issue about the proposed work. Cllrs. Stafford reminded the Council that the padlock on the gate at the bottom of the footpath had been damaged and would need to be replaced to allow Eden Tree Care to access the area.

Resolved: Cllrs. Farrand and Akroyd would replace the padlock before end of week 42

From previous agenda: Tree at new bungalow opposite New Inn
New owners would like the tree thinned or removed. It was suggested that the tree had a TPO although this was never acknowledged during the previous meeting.

Resolved: Cllrs. Farrand, Akroyd and Betts to visit site to review next week

From previous agenda: Parking on New Inn car park

Landlady of the New Inn had expressed concern that a dog training organisation using Peggs Green recreation ground was taking up spaces allocated for the public house.

Resolved: Cllrs Farrand, Akroyd and Betts will visit to discuss at same visit to new bungalow on Zion Hill

New communication: Dog waste bins around the village

A resident had complained about the problem with dog waste not being removed by dog walkers and asked if the Council would consider more bins and employ a dog warden.

Following discussion it was agreed that the way forward is to educate dog walkers to take more responsibility and there could be more signage erected around the village. The specific issue of bins was thought to be a district Council issue.

Resolved: Cllr Farrand to contact Russell Boam (Ward Councillor) to discuss further and report back at next meeting

New communication: Conifer trees and hawthorn strips on Peggs Green footpath

One of the Councillors reported a verbal discussion with a parishioner regarding conifer trees which had been planted on Council land without permission. The Council was already aware and that the trees would become the Council's liability in the future. Hawthorn strips appear to have been planted alongside a boundary hedge.

Resolved: To request Eden Tree Care remove the conifer trees when they attend to the sycamore on the opposite side of the footpath. Cllrs Farrand and Akroyd will assess the situation with the hawthorn strips when they attend to the padlock. Proposed by Cllr Betts, seconded by Cllr Akroyd, carried unanimously

13 Report from Webmaster

Report had been previously circulated. Webmaster reported that there had been a slight uptake in email newsletters.

Resolved: That the report be noted.

- 14 Data Protection Review
Cllr Stafford reported that this was simply a licence renewal, she had paid and the Council has a new licence (available for anyone who wishes to view it).
Resolved: To remove from agenda
- 15 Parish Clerk Vacancy
Five applications had been received. Closing date is 9th October 2020. Cllr Hughes suggested that two sets of interviews were conducted, split between the Councillors. Cllr Stafford confirmed that applicants had been asked if they were happy to be interviewed using Zoom. Suggested dates for first interview session 19th October, second session 26th October
Resolved: Councillors would produce shortlist of candidates to be interviewed and send to Acting Clerk by close of play Monday 12th October. Councillors would also produce a list of interview questions to include, but not limited to, time management, finance, compliance
First interviews to be conducted by Cllrs Farrand, Akroyd, Hughes. Second interviews to be conducted by Cllrs Farrand, Betts, Stafford with Cllr Mursell as observer/note taker if available
- 16 New Website Host
Cllrs Hughes, Akroyd, Stafford together with Sandra Dillon had Zoom meetings with three of the prospective providers. Arising out of those meetings and a follow up with queries and clarification the preferred supplier of 77 Rocket was confirmed. Cllr Akroyd to take ownership and liaise with supplier and Sandra Dillon to progress project. Acting clerk to write to other suppliers to thank them for their interest. The Chair thanked Sandra Dillon for her work over the years looking after the community website.
Resolved: To confirm 77Rockets as new web provider for the parish Council
- 17 LGA Consultation Draft
Past the consultation deadline
Resolved: Remove from agenda
- 18 ENRICHMENT and Three Year Plan
Millennium Garden – Cllr Stafford reported that the garden was looking more attractive with the addition of decorative stones around the sign. Coleorton Heritage Group has requested funding up to a maximum of £150 to plant shrubs. Cllr Stafford requested that any planting stay inside the wooden fencing and not on the grass verge, and that purchases should be backed up with receipts for the Council's records. Sandra Dillon confirmed this would be the case.
Resolved: The Council approved expenditure to a maximum of £150 Proposed by Cllr Farrand seconded by Cllr Betts

Railings – ownership and maintenance

Cllr Farrand reported he had received no response from Leicestershire County Council following his email. Cllr Stafford offered to email as she had had a generally good response from Highways with other projects. Cllr Betts reported that he believed ownership was with LCC having met previously with a representative from the authority and offered to contact Highways again.

Resolved: Cllr Betts to contact Highways to confirm ownership and arrange site meeting

The Bakehouse

Cllr Hughes confirmed that we had a quote for changing the stile to a gate at the side of the Bakehouse to make it more accessible but work had not yet commenced

Resolved: To retain on agenda

Coleorton Wood (Various)

Concluded that the trial period of change to opening hours was successful and this will be formalised with the proviso that during the month of September the gates would be shut as daylight reduces.

Resolved: To publish new times on signage, parish website and Facebook

Pond diverter work

Volunteer group requested funding to continue this work.

Resolved: To give budget of £50 for this project to complete

Potholes in carpark

Volunteer group are happy to spread aggregate to fill in the holes. Cllr Stafford had a price of £42 inc. VAT and delivery to site for one tonne of MOT type 1.

Resolved: Cllr Stafford to order aggregate on behalf of volunteer group

Age of Volunteer Group

Cllr Stafford had received a request from the group about insurance requirements relevant to age groups. There is no upper age limit apart from some restrictions above the age of 75. There is no lower age limit although Cllr Stafford raised the issue of risk assessments and safeguarding of young people. Cllr Farrand to supply information from the work environment.

Resolved: Cllr Stafford to liaise with volunteer group regarding insurance requirements and young persons in the group and Cllr Farrand to supply information as noted

Annual Budget

Cllr Hughes suggested that the volunteer group be asked for details of proposed spend for the following year so this could be incorporated into the Council's budget.

Resolved: Cllr Stafford would request information from volunteer group

Bulb Planting

Cllr Stafford reported that Highways had refused a licence to plant in one of the suggested areas due to visibility splay problems. With workload arising from taking on responsibility of Acting Clerk Cllr Stafford suggested it would be difficult to keep dialogue going with Highways in the short term which would mean planting time would be past. However, as the Council owns Beaumont Green this could continue.

Resolved: Cllr Stafford to arrange purchase of bulbs for Beaumont Green (expenditure previously authorised by Council)

Christmas

Cllr Hughes said that due to Covid 19 it would not be possible to host Christmas on the Green as we did last year but that we could arrange a Christmas tree and lights. A nearby resident had offered a large Christmas tree if we could take it down. Cllr Hughes had been in touch with Highways about power supplies and they quoted £379 to take a permanent power supply from one of the nearby lamp posts. Cllr Hughes also suggested that we put a permanent base on Beaumont Green for trees in future years (in 2019 it was determined that just putting the tree in a hole in the ground was not sufficiently stable).

Resolved: To accept Highways quotation to put permanent power supply on a lamp post. Cllr Hughes is to obtain quote for cutting down resident's Christmas tree. Cllr Farrand to enquire about mini digger to dig out base on Beaumont Green

19 Ongoing Matters

19a Beaumont Centre – nothing to report

19b Coleorton Wood

Michael Specht had already incurred costs of £11.70 for pond diverter project.

Resolved: To issue cheque for payment

19c Pitt Lane defer to next meeting

19d Peggs Green Recreation Ground

Although regulations allowed for reopening, the Council had to repair some of the play equipment prior to fully reopening. Cllr Stafford passed on a quote for £2093.29 for cleaning and repair.

Resolved: That the quote is accepted. Cllr Akroyd proposed Cllr Farrand seconded. Passed unanimously

19e Fly Tipping
Various incidents had occurred over the last few months predominantly in the Farm Town area of Coleorton. Through a freedom of information request, Cllr Hughes had determined that fly tipping clearance had cost NWLDC in the region of £95k in the last two years.

Resolved: Cllr Farrand to draft email to local Councillors to address the situation

19f Handyman
Agreed that this should be put on hold for the time being

Resolved: Cllr Stafford to write to interested parties to advise we are not progressing their applications at this time

19g Viscount Beaumont School Council Noticeboard
Previous and current Acting Clerk had made Council aware of the difficulty of putting notices on the board (it stands about 18" back from the fence) when the school grounds are closed.

Resolved: Tall Councillors will take on responsibility of posting notices to this noticeboard for the future!

19h Planters
Council had been discussing the purchase of planters to save money rather than rent. However, with other projects it was decided to not pursue this until next year.

Resolved: Remove from agenda

20 Stoney Lane Verge and Planting
Residents complained of safety issues arising from vehicles parking on this verge on a bend. The local PCSO had been invited to attend and discuss. The area has also been proposed by residents to be planted. The Council previously allocated a budget of £150 to plant shrubs but Cllr Stafford who has taken on this project reports that until new parish clerk is appointed her time is limited for these projects

Resolved: To retain on agenda

21 Spring Litter Pick
Given that Covid 19 allows, the Council is suggesting 28th March as a possible date for the Spring Litter Pick

Resolved: To retain on agenda

22 Hallowe'en
Cllr Hughes reported he had been approached by a local resident regarding an initiative to have dressed pumpkins around the village with a view to "best dressed pumpkin".

Resolved: To support and encourage

23 HS2
Council has recently received details of further workshops if any Councillors wish to attend.

Resolved: To retain on agenda

24 Facebook Update
Nothing to report

25 Banking
With modern banking facilities available, and to alleviate problems of Councillors / clerk having to use own payment facilities and claim back expenses, it was agreed that we should at least investigate Direct Debit / Bank Card facilities, bearing in mind the requirement for security.

Resolved: To wait until appoint of new clerk to investigate

Cllr Stafford has paperwork for new Councillor signatory and bank account change of address but both forms require resolution from the Council to proceed.

Resolved: To add Cllr Mursell as new signatory and change bank account address to Cllr Stafford in the short term

25a Addition to Agenda - Remembrance Day 2020

Cllr Stafford as Acting Clerk apologised that this had been omitted from agenda. Cllr Betts has already made an application to the British Legion for a wreath to be laid at the war memorial. He is further discussing with the church about the type of ceremony to be held given current Covid 19 restrictions on group gatherings.

Resolved: Cllr Betts to report findings to Council

26 Planning Framework

All Councillors had been circulated with information about the new planning framework; local Council associations are assisting parish Councils with responses as required.

Resolved: To retain on agenda

27 Planning Applications

20/01357/CLE - Roseville Outwoods Lane, Coleorton - Change of use application

The Councillors had previously been circulated with information regarding this application and during the meeting (see previous notes) local resident asked the Council to formally object to the application. Various objections including from Worthington Parish Council have already been sent to the planning department at NWLDC

Resolved: To send letter of objection to NWLDC

28 Finance

Various payments (within revenue budget) had been made during the period between meetings.

Payments to Michael Specht and Cllr Hughes as detailed on the agenda were approved

Cllr Stafford as Acting Clerk made the Council aware that she was unable to fully reconcile the bank balance as the previous bank statements were not available to her. However, believed it to be nothing more than a small variation if any variation at all.

NEXT MEETING WEDNESDAY 4TH NOVEMBER 2020

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SIGNED BY CHAIR OF COLEORTON PARISH COUNCIL / DATED