

SWANNINGTON PARISH COUNCIL

Minutes of the Full Council Meeting held on Monday 13 January 2020 at 7.00 pm
at the Village Hall, Main Street, Swannington

PRESENT : Cllrs P. Holliday (in the chair), S concannon, R Cairns, R Harban, Helen Foster and Vic Whitehouse. 4 members of the Public.

145/2020 APOLOGIES: None.

146/2020 DECLARATIONS OF INTEREST:

None.

147/2020 CONFIRMATION OF MINUTES

To confirm the minutes of the following meetings of the Parish Council:

- a) Full Council – 9 December 2019 **RESOLVED:** To approve the minutes.

148/2020 POLICE REPORT

CRIME FIGURES:

<https://www.police.uk/leicestershire/NN43/crime/>

EVENTS:

Meet the Valley Beat team

Members of the Valley Beat team will be at the following event. Please come along and make us aware of any Policing issues within your community.

JANUARY Wednesday 15 th	1000 x 1100	Angel Inn PH, Coleorton
FEBRUARY Wednesday 12 th	1500 x 1700	Belton Village Stores
MARCH Wednesday 4 th	0930 x 1200	Kegworth Parish Council Office
APRIL Saturday 4 th	1000 x 1200	Coleorton Post Office
MAY Saturday 9 th	1000x 1200	Farmers Market, Castle Donington
MAY Thursday 21 st	1600 x 1730	Worthington Post Office
JUNE Saturday 28 th	1200 x 1600	Breedon Village Fete

NEIGHBOURHOOD LINK:

Neighbourhood Link community messaging service

Neighbourhood Link is a community messaging service from Leicestershire Police that provides news and information about policing activity or initiatives, crime prevention advice as well as major incidents affecting your area.

Through this service you can receive messages from your local Neighbourhood Policing Team, local police or, in the event of a major incident or event affecting the whole of Leicestershire, from a partnership of agencies known as the Local Resilience Forum (LRF).

In order to receive messages, you will need to register your details. This information will enable us to send you messages relevant to the areas you live and work. Anyone can register, whether you live, work or travel into Leicester, Leicestershire and Rutland. Registration is free and simple to follow.

Once you have registered you will receive messages via email unless you have specified otherwise. On some occasions it may be appropriate for messages to be sent via text messages or voicemail.

- Sign up to Neighbourhood Link <https://www.neighbourhoodlink.co.uk/>

- If you are already registered you can amend your details
- Request a reminder if you have forgotten your username or password
- You can unsubscribe from the service at any time

Neighbourhood Link is not able to receive messages and you should not use it to contact the police. In an emergency always dial 999. An emergency is when a crime is happening, someone suspected of a crime is nearby, someone is injured, being threatened or in danger.

If you wish to contact Leicestershire Police in other circumstances, for example to speak to local police or seek advice on police matters, you can call us by dialling 101 on your telephone.

<https://www.neighbourhoodlink.co.uk>



BEAT TEAM CONTACTS:

If you need to contact a member of your beat team and the enquiry isn't urgent then the easiest way to do this is via Email, you can either do this through the Leicestershire Police website or on the details below:

PC 819 Steve Harrison – steven.harrison@leicestershire.pnn.police.uk
 PC 1391 Adrian Coleman - adrian.coleman@leicestershire.pnn.police.uk
 PCSO 6867 Kevin Bradley – kevin.bradley@leicestershire.pnn.police.uk
 PCSO 6178 Nicola Russell – nicola.russell@leicestershire.pnn.police.uk

RESOLVED: To receive the report. **RESOLVED:** To invite a Police Beat Team representative to attend a meeting, to discuss speeding issues, what the Parish Council is doing, what the Police is doing, what the LCC is doing and what else can any of these bodies do to improve the situation.

149/2020 CHAIRMAN'S REPORT

- Parish Liaison meeting – LCC were present at this meeting and highways, and in particular issues were raised in brief. LCC advised that under their new regime, they would be willing to attend Parish Council meetings to discuss any local matters. **RESOLVED:** To invite LCC to a future meeting to discuss speeding issues, what the LCC is doing, what the Parish Council and what more can be done to improve the situation.
- Letter received from a prospective developer. **RESOLVED:** To invite the developer to a future meeting. To check whether it is in or out of the limits of development as defined in the Local Plan.

150/2020 CLERK'S REPORT

The Clerk explained that in the short time since taking over the following would be priority areas of work:

- To ensure the Village Hall is safe and meets all the statutory and legal requirements, including electrical testing, legionella testing, etc. **RESOLVED:** To receive the information.
- Accounts and audit – To ensure that all the requirements are up to date, all the statutory requirements are met including the amount of information that is displayed on the website, updating policies and procedures. It was suggested that a new internal auditor would assist with ensuring that full compliance was met. **RESOLVED:** To obtain a copy of last year's audit report, check what was reported and bring report back to the next meeting.

151/2020 COUNCILLORS' REPORTS INCLUDING REPORTS FROM LCC AND NWLDC COUNCILLORS

- a) VAS signs, including latest data results. Cllr Holliday updated the meeting on the results to date, which seemed to be on par for those of this period from last year. Copy of report filed with minutes. **RESOLVED:** To receive the information.
- b) Website usage. Cllr Foster updated the meeting on the website usage figures, with the main hits being planning applications, booking rooms and contact us. Copy filed with the minutes. **RESOLVED:** To receive the information.
- c) Neighbourhood Plan. This is an on-going project. Next meeting 4 February with some of the discussion areas being "community themed groups", splitting the village into areas for discussion on heritage, green fields, etc.
- d) Cllr Harban reported that the hedges on Foan Hill and St Georges hill needed cutting back. It was also reported that there were a number of black bags of rubbish on Church Lane by the Redhill Lane junction. **RESOLVED:** To receive the information.
- e) Cllr Concannon reported that users are leaving lights on after usage; this needs addressing. Also, there appears to be growing amount of litter around the village hall, he will clear this up and keep an eye on the situation. **RESOLVED:** To receive the information.

152/2020 OUTSTANDING MATTERS NOT COVERED ON THE AGENDA

None.

153/2020 TO CONSIDER AND REVIEW VILLAGE HALL FEES CHARGED FOR 2020-21

RESOLVED: To review Village Hall fees charged for 2020-21 in 6 months, once the new clerk was fully aware of the booking and pricing system.

154/2020 TO REVIEW AND APPROVE THE PRECEPT 2020-21

RESOLVED: To approve a budget of £65,910.00 for 2020-21 requiring a Precept request of £28, 218.50 minus the Council Tax support Grant of £530.50 = £27,688.00

155/2020 ACCOUNTS

- a) **RESOLVED:** To approve payments scheduled for January 2020.
Payment to B Duncombe of £61.00 and Your Locale of £1800.00.
- b) **RESOLVED:** To review and receive receipts from January 2020.
- c) **RESOLVED:** To review and approve bank statements and bank reconciliation for January 2020

It was not possible to produce these reports as the information needed had not yet been handed over from the previous Clerk; however this is the format that will be produced on a monthly basis, once the information is available and the new account system is up and running. It is hoped that will be from February. **RESOLVED:** To receive the information.

156/2020 TO RATIFY THE DECISIONS TO:

- a) Purchase a new computer for the Clerk. **RESOLVED:** To ratify to purchase a new computer for the Clerk
- b) Purchase Scribe Accounts Package. **RESOLVED:** To ratify to purchase the Scribe Accounts Package for one year initially.
- c) New postal address for Parish Council to be that of Village Hall. **RESOLVED:** That the new postal address for the Parish Council would be the Village Hall, and that a lockable letter would be sourced. The Caretaker would ensure that any urgent mail was relayed to the Clerk.

157/2020 To consider quotes for:

- a) New telephone for the Clerk – Defer none received yet.
- b) Various necessary works to the Village Hall including various repairs to infrastructure, electrics, legionella, other health and safety matters.

- Cllr Harban received quotes for the car park, doors and blinds. This gave a guide for including the Precept. Further quotes needed. **RESOLVED:** clerk to progress and bring full report back to a future meeting.
- Cllr Cairns and Harban to give the Clerk details of Legionella Testing company.

158/20220 PLANNING APPLICATIONS - TO REVIEW AND MAKE COMMENT ON RECENT PLANNING APPLICATIONS

None.

159/2020 PLANNING PERMISSIONS - TO RECEIVE NOTIFICATIONS OF PLANS APPROVED

19/02178/PNR: 1 Spring Lane, Swannington – Change of use from shop A1 to residential dwelling. **RESOLVED:** To receive the information.

19/02184/FULL: Cuckoo Gap – Demolition of existing dwelling and erection of replacement dwelling. **RESOLVED:** To receive the information.

160/2020 TO CONSIDER PLANS AND ARRANGEMENTS FOR THE DEATH OF A SENIOR FIGURE INCLUDING “LONDON BRIDGE” ARRANGEMENTS.

Draft plan circulated to all Councillors. This is a confidential document. **RESOLVED:** To adopt the reports and publish at the necessary time. Village Hall to be used for the location of Book of Condolence; flower tributes could be left at the Village Hall, Village Sign and Commemorative Rock. Flag to be located or new one purchased. Rota to be drawn up of people able and willing to assist with plans for this occasion – flag flying, manning Village Hall for Book of Condolence, etc.

Meeting closed 8.45 pm

Public comments/questions

Parking problems were raised as an issue again, mainly on Main Street and St George’s Hill. Clerk will raise the issues with NWLDC and the Police.

Parking in the Village Hall car park was raised as an issue for bookings. Cllr Concannon to monitor, and the Clerk to ask the Caretaker what issues are being experienced. Parking Restrictions will be made a future agenda item.

Thanks, were expressed for the Christmas tree lights and carol service at the Village Hall. With donations being given to LOROS.

Thanks, were expressed for the use of the Village Hall for Christmas Day lunch. It was mentioned that when using the kitchen than if more than one item was plugged in, it tripped the electrics.

Signed _____

Print Name _____

Date _____