

SMEETON WESTERBY PARISH COUNCIL

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A meeting of the Parish Council was held on Monday 8th August at 7pm at Christ Church, Smeeton Westerby.

Councillors present:

Cllr. Michael Vickers (Chair)

Cllr. Anna Young

Cllr. Michael Coltman

Frances Webster (Clerk)

Also in attendance: David Brierley, Richard Clarke and Liz Collins.

1. Apologies

Cllr. Vickers introduced the Councillors to members of the public. There were no apologies noted.

2. Declarations of Interest

None declared.

3. To interview, nominate and co-opt two members of the council.

Two candidates, David Brierley and Richard Clarke, presented for the two Council vacancies. After a brief presentation from each it was proposed by Cllr. Young and seconded by Cllr. Vickers to nominate and co-opt both to the Council. Both new Councillors signed a Declaration of Acceptance of Office form and a Register of Interests Form.

4. Resolution to approve the minutes of the meeting held on 23rd May 2016

It was resolved to approve the minutes without amendment. Proposed Cllr. Young and seconded Cllr. Vickers.

5. Update: Vehicle Activated Sign

The Clerk has received confirmation that the proposed lamppost columns have now been tested by Leicestershire County Council and the VAS can now be used. The Clerk will contact Fleckney Parish Council to agree when the sign will be available for use in Smeeton Westerby.

6. Update: painted lines on Highway

The Clerk has chased Leicestershire County Council several times for their proposals and is awaiting a response. The County Council has agreed to include these works on their next programme of works.

7. Allotment Summer Inspection and Risk Assessment

Issues identified included:

- **Safety of wall alongside allotments**

It was noted that the owner of the wall does not recognise a problem with the stability of the wall. A professional survey was undertaken by the owner a year ago and no concerns were noted at the time. As there has been no visible decline in the condition of the wall, Councillors agreed to monitor the situation.

- **Hedge trimming**

It was agreed to obtain a quotation for this work but defer action to the next meeting.

- **Unworked plot**

The Clerk agreed to contact the owners of the plot and ask for action to be taken.

- **Tree safety – allotments and village green**

The Clerk has received a quotation from Tim Alden to undertake a Tree Survey of Parish Council trees on the allotment area and village green at a cost of £220 plus VAT. It was proposed by Cllr. Coltman and seconded by Cllr. Young to accept this quotation. The Clerk confirmed that she is not clear what trees are Parish Council responsibility. A site meeting is due to take place on Wednesday 10th August 2016 at 11am with a representative of Leicestershire County Council in order to help clarify this.*

- **Fencing and hand rail replacement**

Councillors considered the safety of the hand rail and fencing. It was agreed to obtain quotations for replacing this.

8. Neighbourhood Planning

Discussions took place and it was noted that there did not appear to be adequate interest to pursue a Neighbourhood Plan.

Finance and Administration

9. Parish Council website

The Clerk confirmed that the old website would close on 31st August 2016 and work in underway to set up the new site. It was noted that the estimated time requirement would be 10 hours which would be undertaken in overtime by the Clerk.

10. Approval of bank and budget reconciliation

It was proposed by Cllr. Brierley and seconded by Cllr. Clarke to accept the bank and budget reconciliation presented by the Clerk. Both documents were signed by the Chair for the record.

11. Update bank mandate

The bank mandate was updated with new Councillors.

12. Big Lottery funding for one-off events and activities

It was noted that this fund offers grants of between £300 and £10,000 for groups to hold one-off events and activities which celebrate their local communities. Councillors agreed to pass this information on to the village Hall Committee (Janet Lord).

13. Annual review of allotment rents

It was agreed to maintain the allotment fees without increase this year.

14. NALC salary recommendations

The Clerk confirmed that NALC has published new salary recommendations applicable from 1st April 2016. It was proposed by Cllr. Vickers and seconded by Cllr. Young to accept and apply these recommendations.

15. Automatic enrolment pension obligations and scheme.

The Clerk confirmed that the Council has obligations to automatically enrol eligible employees into a pension scheme and inform all employees of their right to be enrolled. It was noted that there are no employees eligible for automatic enrolment at present but the Parish Council would nominate the Government NEST scheme to use if an employee does become eligible.

Payments for Approval

16. F. Webster: salary for June, July and August 2016

LCC: web services

Fleckney Parish Council: VAS

LRALC: membership

4 Counties: mowing

Autela: payroll

2Commune: new website

Planning Applications:

17. **16/00876/FUL: 17 Mill Lane** – Cllr. Vickers noted that this application will be heard before Planning Committee but a date for this is not yet known.

16/00843/FUL: - Councillors noted that the development is in Smeeton Westerby Parish and has objected to the design of the building. The Clerk to agreed to contact Harborough District Council to enquire re s.106 monies.

ANY OTHER BUSINESS INCLUDING DATE AND TIME OF NEXT MEETING

1. Cllr. Young enquired whether the Parish Council could install repeat 30mph reminder signs in the village. It was agreed to ask PC Andy Cooper and

County Cllr. Feltham to attend the next meeting to discuss traffic calming issues.

2. It was noted that a ménage has been built behind Dunmar stables and footpath A93 blocked. The Clerk was asked to raise this with Enforcement Team at Harborough District Council.
3. It was agreed that the next meeting would be scheduled for Tuesday 18th October at 7pm in Village Hall.

There being no further business the meeting was closed at 8.15pm.

***Note:** a site meeting took place on Wednesday 10th August at 11am with the Chair, Councillors, Ann Clarke (former Clerk) and Rob Hardingham from Leicestershire County Council with a view to ascertaining which trees the Parish Council are responsible for. Further to discussions at the meeting, the Clerk annotated a map of the allotments showing the trees owned by the Parish Council. It was also noted that the Council is responsible for the two cherry trees on the village green. The Council was advised by Mr Hardingham that a professional tree survey every five years would be adequate. The annotated map is attached to these minutes for future reference.