

SMEETON WESTERBY PARISH COUNCIL

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A meeting of the Parish Council was held on Tuesday 18th October 7pm at the Village Hall, Smeeton Westerby.

Councillors present:

Cllr. Michael Vickers (Chair)

Cllr. Anna Young

Cllr. David Brierley

Cllr. Richard Clarke

Frances Webster (Clerk)

Also in attendance: County Cllr. K. Feltham

1. Apologies

Apologies were received and accepted from Cllr. Coltman due to work commitments.

2. Declarations of Interest

None declared.

3. To approve the minutes of the meeting held on 8th August 2016

It was resolved to approve the minutes without amendment. Proposed Cllr. Vickers and seconded Cllr. Young. The minutes were signed by the Chair.

4. Traffic Issues in Smeeton Westerby

Cllr. Young confirmed that there is a significant issue with large lorries and HGVs travelling through Smeeton Westerby. Cllr. Feltham confirmed that vehicle registration numbers are needed for the police to take any action.

Cllr. Vickers queried whether anything could be done about speeding vehicles. Cllr. Feltham proposed a community speed watch initiative whereby a petition is signed by 200 people or 20% of the population of the village to have a camera made available to capture the details of speeding vehicles. The Clerk was asked to make enquiries.

It was noted that although there are repeat speed limit signs in Gumley this is because there are no street lights.

Correspondence from resident Richard White was noted about the damage to kerbs in the village. It was agreed to respond confirming that the kerbs are the responsibility of Leicestershire County Council and that the Parish Council would also write to the County Council requesting that kerbs in the village be reset where necessary.

5. Update on use of Vehicle Activated Sign

Cllr. Brierley provided an update on the VAS. The sign is in use but the better sites are obscured by foliage. A query was raised about the ideal height of the VAS. Correspondence from Jack Horsley at Leicestershire County Council dated 6th October 2016 was discussed. Councillors agreed that it is the landowner's responsibility to cut back hedge and shrubs. Cllr. Brierley confirmed that he will identify which lampposts need to be cleared and that he will pass on this information to the Clerk in response to Mr. Horsley

It was agreed that the battery for the VAS unit should be charged at the Village Hall.

6. To agree requirements for painted lines on Highway

Councillors noted correspondence received from Stuart Bullen at Leicestershire County Council. It was agreed to request that all "dragon's teeth" road markings be repainted.

7. 2016 Tree Survey

The Clerk confirmed that a tree survey to assess the safety of Parish Council-owned trees has been completed by tree surgeon, Tim Alden, and that a number of recommended but non-urgent works have been proposed. It was confirmed that the tree survey was undertaken on the basis of the Plan circulated by the Clerk in August identifying the trees which are owned by the Parish Council.

Councillors expressed concern about the expense of the proposed remedial works and agreed to hold a further site visit to discuss future action. Councillors confirmed that a decision on which works would be commissioned would be taken at the next meeting.*

It was noted that a recommendation has been received from Tim Alden that allotment holders are made responsible for managing sycamore saplings. It was agreed to finalise a decision on this at the next meeting.

Finance and Administration

8. To agree the Council's budget requirements for 2017-18

Councillors discussed the proposed budget prepared and circulated by the Clerk. Cllr. Clarke suggested election expenses be increased to £400 and allotments be reduced to £1350. No other amendments were proposed. It was proposed by Cllr. Clarke and seconded by Cllr. Young to accept the amended budget. The Clerk agreed to calculate the precept based on these figures for further consideration by the Council at the next meeting. It was accepted that this would represent a significant increase in the Council's precept requirement.

It was noted that advice has been received from the District Council suggesting that all precept requests for 2017-18 are considered carefully to

ensure that the precept request is set at the correct rate as potential capping rules may mean it is harder to request increases in the future.

9. Internal and external audit recommendations

Councillors noted recommendations received from the external auditor including the need to retain all notices and documents from previous financial years and the timing of the period for the exercise of elector's rights.

The Clerk confirmed that action would be taken to address both issues in the next financial year.

10. Resolution to approve a Risk Management Procedure

It was proposed by Cllr. Vickers and seconded by Cllr. Clarke to approve the draft Risk Management Procedure circulated by the Clerk.

11. Resolution to approve a procedure for handling planning applications

Cllr. Clarke requested that he be sent paper copies of planning applications. It was proposed by Cllr. Vickers and seconded by Cllr. Clarke to approve the Planning Application Procedure circulated by the Clerk.

12. Allotments:

- It was noted that the quotation received from 4Counties Ground Maintenance for hedge trimming is very expensive. Cllr. Clarke requested that the Clerk obtain a further quotation from A.E & B.A. Randoll to undertake the works.
- Councillors noted the quotation received from 4Counties Ground Maintenance for fencing replacement. It was agreed that the potential re-routing of the path and the quotation would be discussed further at a site meeting at the allotments.
- It was noted that the unworked plot noted at the last inspection has been handed back. A new tenant has expressed an interest in the plot but not yet confirmed tenure.

13. 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.

14. Bank mandate

The Clerk confirmed that identity information is still required by HSBC from Cllr. Brierley before the mandate can be updated.

15. Approval of Clerk's claim for overtime

The Clerk confirmed that an additional 10 hours was spent setting up the new website as discussed previously at minute 197/21. It was proposed by Cllr. Young and seconded by Cllr. Brierley to accept this claim.

16. Schedule of payments for approval

It was proposed by Cllr Vickers and seconded by Cllr. Clarke to accept the following accounts for payment:

F Webster September Salary (100428): £133.81

HMRC Income tax (100427): £100.40

F Webster October Salary (100430): £133.81

F Webster November Salary (100429): £133.81

Autela Limited Payroll Services (100431): £30.00

4 Counties August Mowing (100432): £31.20

17. Maintenance of Parish Council Facebook page

Correspondence has been received from Howard Taylor confirming that the Facebook page is not being used. In view of the Clerk taking over the maintenance and updating of the new Parish Council website it was agreed to close the Facebook page.

Planning matters:

18. Enforcement action

- **16/00324/COMS:** routing issues on land south of Beaufield Farm: Cllr. Feltham confirmed that a routing plan has now been agreed with Leicestershire County Council.
- **16/00314/COUS:** noise issues at the Village Hall: Councillors noted correspondence from Howard Taylor, long-term neighbour of the Village Hall confirming that noise is not, and has rarely been, an issue. It was agreed to pass this correspondence on to the team at Harborough District Council with the permission of Mr Taylor.

19. Date and time of next meeting

Tuesday 6th December at 7.15pm with a site meeting at the allotments on Thursday 20th November 2016

***(minute 7)**

A site visit took place at the allotments on Thursday 20th October attended by Cllr. Young, Cllr. Vickers, Cllr. Brierley and Cllr. Clarke to review the findings of the tree survey undertaken by Tim Alden. The Clerk was advised by email that Councillors had agreed that trees 1198, 1199, 1195 and 1196, recommended in the tree survey for felling, should be left as these are considered to be in good health. Actions for the remaining trees (1197 and 1194) to be agreed at the next meeting. It had also been agreed that two more quotations would be obtained for repair works to the footpath, to be obtained by Cllr. Vickers and Cllr. Brierley and passed on to the Clerk in advance of the next meeting.

