



ORDINARY PARISH COUNCIL MEETING

On Monday 04 April 2022 at 7.00pm

*Council Members are hereby summoned to attend a meeting of
Newbold Verdon Parish Council, to be held at The Pavilion, Alans Way,
Newbold Verdon, Leicester, LE9 9LB*

Please inform the Clerk of your apologies if you are unable to participate:

Tel: 07483 347773 Email: clerk@newboldverdonpc.org.uk

Signed: *J. Flavell* Josie Flavell, Parish Clerk

Public Participation: Members of the public and press are invited to address Council on any matter relating to the business to be transacted during the public session. Up to 20 minutes will be set aside for this purpose.

AGENDA

21/432	APOLOGIES	
To report all apologies.		
DECLARATION OF INTERESTS		
21/433	To receive and consider any declaration of disclosable pecuniary or other interests (DPI).	
21/434	To receive and consider all dispensations or written requests for dispensation of DPI.	
21/435	MINUTES	
Resolve to the Chairman approving the minutes of the Ordinary Parish Council meeting held on 07 March 2022.		
21/436	PUBLIC OPEN SESSION	
a) To receive statements and views of the public against business to be transacted i.e., agenda items. b) To receive the Borough Councillors report. c) To receive the County Councillor report.		
ITEMS FROM PREVIOUS MINUTES		
21/437	<u>Platinum Jubilee Celebrations (Min Ref. 21/408)</u> a) To receive an update and report from the working group. b) Resolve to approve any recommendations put forward by the working group.	JC/MB
21/438	<u>Council Banking (Min Ref. 21/412)</u> To receive an update from the Clerk and resolve to the Clerk and Chairman approving the banking mandate to change the primary user.	JF
21/439	<u>Dragon Lane (Min Ref. 21/418)</u> To receive an update from the Clerk concerning the replacement Damson trees.	JF
21/440	<u>Cemetery Fencing (Min Ref. 21/424)</u> To receive a report from Chairman Finney regarding action to be taken concerning the damaged fence.	DF
21/441	<u>Heritage Board Project (Min. Ref. 21/425)</u> To receive an update from the Clerk.	JF
21/442	<u>Pavilion Works</u> a) To receive an update from the Clerk regarding the pavilion storage room clear-up. b) Resolve to ratify the skip hire fees for the storage room clear-out at a cost of £222.00 (exc. VAT with AE Burgess and Sons), paid for by the Clerk and reimbursed between meetings. c) To note that an invoice has been issued to the Cricket Club for their half of the skip fees.	JF

GENERAL MATTERS		
21/443	<u>Burnt Oaks Invoice</u> Resolve to ratify the retrospective decision to pay the February invoice (02392) between meetings to aid financial year end processes, which was omitted from the previous meeting agenda and payment approval table due to receiving it just after the agenda was issued.	JF
21/444	<u>EDF Price Increase – Dragon Lane Lights</u> a) To note that the price has increased from £1.20 to £2.40 per day for the standing charge and 30p to 60p for the kWh per hour. b) To resolve to approve the change in direct debit from £70 to £117 per month to meet this increase. c) To consider changing the tariff to fixed price as per the information circulated to Council prior to the meeting.	JF
21/445	<u>Code of Conduct</u> Resolve to adopt the revised Code of Conduct as per information circulated to Council from HBBC.	ALL
21/446	<u>Dog Bin – Barlestone/Bagworth Road Bus Shelter</u> Resolve to install a new dog waste bin in this location and set a budget of £300.00 for this purpose and to note that HBBC will not charge for its installation.	JF
21/447	<u>HBBC Community Governance Consultation</u> To consider and agree whether to make any changes as included within this consultation and report all suggestions/comments to HBBC.	ALL
21/448	<u>Speed Indicator (SID) Report</u> To receive an update from Cllr Sheppard-Bools concerning the SID Data.	MB
21/449	<u>Bench – Newbold Heath</u> To consider using some of the Newbold Heath reserves to purchase and install a new bench and agree to set a budget for this purpose.	CP
21/450	<u>Memorial Garden/Ashes Vault (Cemetery)</u> To discuss and consider what action to take.	DF
21/451	<u>Footpath Lighting – Dragon Lane (Baptist Church entrance/exit)</u> To discuss and consider what action to take.	ALL
21/452	<u>Accounting Statement – Year-ending 31st March 2022</u> To receive and note the contents of the year-end Accounting Statement.	ALL
21/453	<u>Annual Governance & Accounting Return (AGAR) – Section 03 Accounting Statement</u> To note the contents of Section 02 of AGAR for year ending 31 st March 2022 and the approval of such by the Responsible Financial Officer (Parish Clerk).	JF
21/454	<u>Earmarked Reserves – year-ending 31st March 2022</u> Resolve to move the following earmarked reserve items to other reserve funds: a) £1,374 Library website reserves to Heritage Board/Projects reserves, as per the request received from the Library. b) £6,805 of the Newbold Heath reserves to the Pavilion reserves leaving a balance of £6805 in this fund.	JF
21/455	<u>Year-end Finance Report – 31st March 2022</u> To receive and note the contents of the year-end Finance Report.	ALL
21/456	<u>Internal Control</u> To note the completion of the year end (Quarter 4) internal control review conducted and approved by Internal Control Cllr Oliver.	JF/MO
21/457	<u>Neighbourhood Plan</u> To receive an update from the Clerk.	JF

21/458 ACCOUNTS

Accounts for Payment – Current Account

RESOLVE to approve all payments being made, as set out in the table below via BACS and Direct Debit.

Ref.	Payee	Description	Amount																																																												
BACS	Josie Flavell	Clerk's April Salary.	£2,203.55																																																												
BACS	Glynis Parker	Cleaner's April Salary	£586.20																																																												
BACS	Michael Parker	Caretaker's April Salary	£98.70																																																												
D/D	NEST Pension	Employee and Employers contribution to Clerk's pension - April	£241.08																																																												
BACS	HMRC	Quarterly Tax/NI fees – Quarter 4	£3,308.80																																																												
BACS	Newbold Verdon Scout Group	Grant	£250.00																																																												
BACS	Burnt Oak Developments	Monthly maintenance fee for February 2022 / slitting of sports field. Inv. 02392	£1567.18																																																												
D/D	British Telecommunications	Monthly office, mobile and broadband fees – Bill: TBC Paid between meetings to stop a late payment charge	£52.26																																																												
D/A	HSBC	Monthly bank account fee	£8.00																																																												
D/D	Everflow	Water services monthly fees (Apr) – Alans Way Pavilion Inv. 1423373	£143.86																																																												
D/D	EDF Energy	Monthly electricity fees (Alans Way) - March	£1.00																																																												
D/D	EDF Energy	Monthly electricity fees (Dragon Lane) – March	£70.00																																																												
21/459	Balance of Accounts (as at 30.03.2022) To NOTE the balances and reconciliations for March 2022 and Year End. <ul style="list-style-type: none"> ▪ Current Account Balance £12,014.07 ▪ Deposit Account Balance £76,130.85 TOTAL £88,144.92		Reserves Heritage Walk £4,770.00 Dragon Lane Retention Fees £4,078.00 Newbold Heath (Green Energy) £13,611.00 Library Website £1,374.00 Sports Pavilion £6,400.00 Heritage Board Project £600.00 Cemetery Memorial Garden £1,800.00 <u>General Reserves</u> £51,511.00 TOTAL £88,144.00																																																												
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21/461	Emails: LRALC – Monday Round Robin Updates Email: HBBC – press releases (added to Facebook and website)																																																														
21/462	ITEMS FOR NEXT AGENDA																																																														

At this juncture, Council will close the meeting to the public to allow for confidential matters to be discussed.

21/463	PAVILION LONG-TERM HIRE CONTRACT	
	<p>Pursuant to Public Bodies (Admission to Meetings) Act 1960 s2 and Minute reference 21/371 of the February ordinary meeting, Council RESOLVED to close the meeting to the public, to allow for Council to discuss the below.</p> <p><u>Pre-School Hire Contract</u></p> <p>To approve the draft Lease Agreement.</p>	ALL