



ORDINARY PARISH COUNCIL MEETING

On Monday 13 December 2021 at 7.00pm

Council Members are hereby summoned to attend a meeting of Newbold Verdon Parish Council, to be held at The Sports 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

21/315	PUBLIC OPEN SESSION	
	a) To receive statements and views of the general public against business to be transacted i.e. agenda items. b) To receive the Borough Councillors report. c) To receive the County Councillor report.	
21/316	APOLOGIES	
	To report all apologies.	
	DECLARATION OF INTERESTS	
21/317	To receive and consider any declaration of disclosable pecuniary or other interests (DPI).	
21/318	To receive and consider all dispensations or written requests for dispensation of DPI.	
21/319	MINUTES	
	Resolve to the Chairman approving the minutes of the Ordinary Parish Council meeting held on 01 November 2021, including the Minutes from the 2022-23 Budget meeting held on 22 nd November 2021.	
	ITEMS FROM PREVIOUS MINUTES	
21/320	<u>Village Flower Tubs (Min. Ref. 21/287)</u> Resolve to ratify and approve the decision made between meetings to add the maintenance of the flower tubs to the 2022 Annual Maintenance contract.	DF/JF
21/321	<u>Members Highway Fund (Min Ref. 21/289)</u> Receive an update from the Clerk regarding the application for a new Speed Indicator Device.	JF
21/322	<u>Pavilion Works (Min Ref. 21/291)</u> To receive an update from the Clerk regarding the storage room clear-up.	JF
21/323	<u>Queens Jubilee Celebration Trees (Min. Ref. 21/296)</u> To receive an update from the Clerk concerning the meeting held with the Highways Officer.	JF
21/324	<u>Laptop (Min. Ref. 21/306)</u> Resolve to ratify the retrospective decision made between meetings for the Clerk to purchase a new laptop at a cost of £839.99 from Curry's, which included MS Office and malware security software.	JF

GENERAL MATTERS		
21/325	<u>Annual Maintenance Contract</u> Resolve to approve the proposed Annual Maintenance Contract with Burnt Oak Developments at a cost of £16,800 (exc. VAT) for the 2022 season.	JF
21/326	<u>2022-23 Budget</u> Resolve to approve the proposed Budget for the 2022-23, as prepared by the Responsible Financial Officer and reviewed by Council on 22 nd November 2021.	ALL
21/327	<u>2022-23 Precept</u> Resolve to approve the proposed Precept of £84,876 for the 2022-23 year, as calculated by the Responsible Financial Officer and reviewed by Council on 22 nd November 2021.	ALL
21/328	<u>Parish Initiative Fund 2022</u> Resolve to ratify the decision to apply to the Parish Initiative Fund for grant funding towards the resurfacing of the All Weather Pitch.	JF
21/329	<u>Lord Crewe Trust Annual Report</u> To note the contents of the above named report.	ALL
21/330	<u>2022-23 Meeting Dates</u> Resolve to approve the proposed list of meeting dates, as circulated prior to the meeting.	JF
21/331	<u>Parish Council Noticeboards</u> a) To discuss options and consider the recommendation put forward to move the disused noticeboard attached to the bus shelter to replace the old damaged noticeboard by The Jubilee. b) Resolve to allow the community the use of the other noticeboard by The Jubilee only and change the locks on all other Parish Council owned noticeboards, to ensure these are used for council business only. c) Resolve to approve the purchase of a new noticeboard to be installed on the original posts at the Sports Pavilion, utilising the budget of £1,500.	ALL
21/332	<u>Barbed Wire Signs</u> Resolve to ratify the cost of £65.94 for purchasing 2no. barbed wire warning signs.	JF
21/333	<u>PC Surgeries Rota</u> Resolve to approve the proposed agenda and dates, as circulated prior to the meeting.	ALL
21/334	<u>War memorial Gardens – Stone Purchase</u> Resolve to ratify and approve the purchase of extra stone between meetings at a cost of £143.64 and to reimburse Cllr D Finney the same.	JF
21/335	<u>Grant Application – Scouts Group</u> To consider the grant application received from the 1 st Scouts Group in Newbold Verdon, as per the forms circulated to council prior to the meeting.	JF
21/336	<u>Citizens Advice Bureau – Donation Request</u> Resolve to consider donating a sum of money to the local Citizen's Advice Bureau and agree an amount.	JF
21/337	<u>Newbold Verdon Historical Documents Archive</u> Resolve to consider the request put forward by Roger King for the Parish Council to become custodian of all Newbold Verdon's historical archives and to store the same, with all costs being met by the Parish Council.	DF/JF
PLANNING MATTERS		
21/338	<u>21/01197/HOU Planning Application - 50 Brascote Lane Newbold Verdon</u> Two storey side extension including front dormer window LOCATION	ALL
21/339 ACCOUNTS		
<u>Accounts for Payment – Current Account</u> 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 December Salary	£2,022.08
BACS	Glynis Parker	Cleaner's December Salary	£586.20
BACS	Michael Parker	Caretaker's December Salary	£98.90
D/D	NEST Pension	Employee and Employers contribution to Clerk's pension - December	£187.99
BACS	Josie Flavell	Reimbursement for purchase of new council laptop, MS Office package and McAfee security malware package	£839.98
BACS	Josie Flavell	Mileage claim: 2 x trips to Curry's PC World Rugby to purchase new laptop package (26 th & 30 th Nov) Total miles 22.4 @ 45p per mile	£10.08
BACS	Burnt Oak Developments	Monthly maintenance fee for October. Cutting back of Dragon Lane hedge and slitting of sports field. Inv. 02287	£2,203.18
BACS	Parish Online	Annual membership renewal	£108.00
BACS	Your Locale	Neighbourhood Plan Consultant fees, including report preparation. Inv. YL/NVPC/014	£3,600.00
BACS	Freshair Fitness	Final balance invoice for supply and installation of adult gym equipment on Dragon Lane – Inv. 21722	£7,190.56
BACS	Josie Flavell	Reimbursement to Clerk for purchasing shelving unit for the Storage Room.	£17.79
BACS	Michael Parker	Reimbursement of Expenses: bleach and Gorilla Tape for pavilion	£32.25
BACS	Dianne Finney	Expenses: reimbursement for purchase of replacement stone for war memorial gardens.	£143.64
BACS	Maine Business Systems	Quarterly printer hire fees – Inv. 164747	£69.98
BACS	Dianne Finney	Expenses: reimbursement for purchase of Remembrance Sunday Wreath	£25.00
D/D	British Telecommunications	Monthly office, mobile and broadband fees – Bill: TBC Paid between meetings to stop a late payment charge	£52.26
D/D	Everflow	Water services monthly fees (Dec/Jan) – Alans Way Pavilion Inv. 1230716	£79.02
D/D	Everflow	Water services monthly fees (Oct/Nov) – Alans Way Pavilion Inv. 1186551 INVOICE DIDN'T ARRIVED IN TIME FOR LAST MEETING	£53.02
D/D	EDF Energy	Monthly electricity fees (Alans Way) - December	£1.00
D/D	EDF Energy	Monthly electricity fees (Dragon Lane) – November Inv. E56923811001	£68.27
D/D	EDF Energy	Monthly electricity fees (Dragon Lane) – December NEW DIRECT DEBIT AMOUNT	£70.00
21/340	<u>Balance of Accounts (as at 01.12.2021)</u>		
	To NOTE the balances and reconciliations for November 2021.		
	<ul style="list-style-type: none"> ▪ Current Account Balance £11,000.92 ▪ Deposit Account Balance £125,859.58 		
	TOTAL	£136,860.50	
	<u>Reserves</u>		
	Heritage Walk		£10,453.00
	Newbold Heath (Green Energy)		£10,081.00
	Adult Gym Equip.		£5,993.00
	Library Website		£1,374.00
	PPE Equipment		£200.00
	Sports Pavilion		£6,400.00
	Sports Ground and All Weather		£4,640.00
	Heritage Board Project		£1,425.00
	Memorial Garden		£500.00
	Cemetery Memorial Garden		£2,000.00
	Neighbourhood Plan		£5,000.00
	<u>General Reserves</u>		<u>£70,730.00</u>
	TOTAL		£118,796.00

21/341	Income			
	Date	Account	Income Received	Amount
	02/11/21	Deposit Account	Pavilion Hire Oct fees – Wine Appreciation Group	£25.00
	03/11/21		All weather pitch hire fees (Gibbons) - October	£36.00
	04/11/21		Football pitch hire fees (Freeman) - October	£36.00
	05/11/21		Pavilion hire fees (HBBC)	£64.00
	05/11/21		Football pitch hire (Market Bosworth AFC) - October	£393.00
	08/11/21		All weather pitch hire fees (Boytt) - October	£48.00
	12/11/21		Burial Fees (Sellers)	£250.00
	23/11/21		Burial Fees	£250.00
	30/11/21		All weather pitch fees (Bell) - October	£48.00
TOTAL			£1,150.00	
INTERNAL BANK TRANSFERS				
Date	Account	Income Received	Amount	
N/A	Deposit AC to Current AC	NONE	-	
CIRCULATIONS TO NOTE				
21/342	Emails: LRALC – Monday Round Robin Updates Email: HBBC – press releases (added to Facebook and website) Letter: Redwood Pryor – Internal Auditor retiring		Emails: HBBC – Various public events Emails: HBBC – licensing applications Emails: FreshAir Fitness – gym equipment install	
21/343	ITEMS FOR NEXT AGENDA			