



ORDINARY PARISH COUNCIL MEETING

On Monday 05 December 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@newboldverdon-pc.gov.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

22/632 APOLOGIES

To receive and accept all apologies reported.

DECLARATION OF INTERESTS

22/633 To receive and consider any declaration of disclosable pecuniary or other interests.

22/634 To receive and consider all dispensations or written requests for dispensation of DPI.

21/635 MINUTES

Resolve to the Chairman approving the minutes of the Ordinary Parish Council meeting held on 07 November 2022.

21/636 PUBLIC OPEN SESSION

- To receive statements and views of the public against agenda items.
- To receive the Borough Councillors report.
- To receive the County Councillor report.

GENERAL MATTERS

22/637	<u>Greens Maintenance Contract 2023-2024</u> Resolve to approve a contractor from the tender documents received for the two-year greens maintenance contract, as circulated to council prior to the meeting.	ALL
22/638	<u>BT Contract Renewal</u> To NOTE that the new 2-year contract for the council mobile, office phone and broadband has been agreed between meetings, with new equipment delivered and installed, at a cost of £52.65 per month exc. VAT, which is a cost saving of £0.13p.	ALL
22/639	<u>Memorial Risk Assessment and Policy</u> Resolve to adopt the draft Risk Assessment and Policy.	ALL

22/640	<u>Goal Posts – All Weather Pitch</u> Resolve to consider purchasing two new goal posts for the all-weather pitch at a cost of £2,299.99 exc. delivery, from networldsports.co.uk, utilising £1,000 of the Bloors Section 106 money.	MP
22/641	<u>Donation Request</u> Resolve to ratify the decision made between meetings to donate £50 to the Christmas Fayre Committee for raffle prizes to be purchased for the Fayre taking place on 3rd of December.	ALL
22/642	<u>All Weather Pitch Maintenance</u> Resolve to approve the quote from Burnt Oak Developments to brush the all-weather pitch surface bi-weekly at a cost of £80.00 +VAT.	MP
22/643	<u>2023-24 Budget and Precept Update</u> To NOTE that at its meeting held on 14 th of November, Council reviewed and discussed the proposed budget and precept for the 2023-24 financial year, and it was agreed that this will be approved in full at the January meeting.	ALL
22/644	<u>War Memorial Hedge Request</u> To consider and approve a parishioner request for the war memorial laurel hedge to be cut back on their side of the fence/boundary.	JC
22/645	<u>Pavilion Remedial Works</u> To ratify and approve the cost of installing 2 x new heaters, 1 x new smoke detector and 8 x new smoke alarms throughout the building, at a cost of £1,870.00 exc. VAT, with RS Electrical Installations Ltd.	ALL
22/646	<u>Clerk Recruitment Update</u> To receive an update on recruitment progress from the Staffing Committee.	JC
22/647	<u>Police Liaison Report</u> To receive a report from Cllr Parker.	MP
22/648	<u>Annual Parish Council Meeting Date</u> To NOTE that due to the King's coronation and the new bank holiday on the 8 th of May, this meeting has been moved to Monday 15 th May and fits into the election's timeframe.	ALL
22/649	<u>Monkey Wall Challenge</u> a) To consider and approve applying for grant funding to cover the full cost of this piece of equipment to be installed at Dragon Lane, as per information circulated prior to the meeting. b) Resolve to approve the Clerk applying for the grant and completing all necessary paperwork/forms.	ALL
22/650	<u>Locum Clerk</u> a) Resolve to consider and approve the recruitment of a Locum Clerk through the Society of Local Clerks subject to a permanent replacement not being found by 16 th December. b) Resolve to agree the amount of hours the Locum Clerk is required to provide an interim service.	ALL

22/651	<u>Water Contract – Pavilion</u> Resolve to ratify and approve the decision to renew the water contract with Everflow at a cost of £1,818 per annum, for the next 2 years, which is a cost saving of £94.00 per year on the current contract.	ALL
22/652	<u>Fire-Proof Safe</u> To consider and approve one of the 4 quotes received for the purchase of a fire-proof filing cabinet to house the burial and council records, as circulated prior to the meeting.	ALL
22/653	<u>BT Mobile Contract</u> Resolve to ratify the payment of £180.73 to BT between meetings, for the overdue payment of the mobile phone account and reimburse the Clerk the same.	ALL
22/654	<u>Parish Archive Group Funding</u> Resolve to approve the BACS transfer of the £200 into the Group's bank account, as agreed at the last meeting (07/11/22) under minute reference 22/660, towards the running costs of the group from the Heritage fund earmarked reserves.	ALL

22/655 ACCOUNTS

Accounts for Payment – Current Account

RESOLVE to approve payment of all items in the below table via BACS, direct debit, and Standing Order.

Ref.	Payee	Description	Amount
BACS	Josie Flavell	Clerk's salary (December) including holiday pay. Exact figure to be confirmed in due course.	TBC
BACS	Glynis Parker	Cleaner's December Salary	£586.20
BACS	Josie Flavell	Mileage and car park fees – 3 x visits to HSBC bank (mileage £16.20/car park £3.00)	£19.20
D/D	NEST Pension	Employee and Employers contribution to Clerk's pension – December	£313.05
BACS	Glynis Parker	Donation to the Christmas Fayre Committee for raffle prizes for the Christmas Fayre (03/12/22).	£50.00
BACS	RS Electrical Ltd	Heater remedial work (Pavilion) – Inv. 4286	£78.00
BACS	Burnt Oak Developments	Monthly grass cutting (FINAL invoice/October) – Inv. 02634	£1914.00
BACS	RS Electrical Ltd	Heater replacement and installation of new smoke alarms throughout the building (Pavilion) – Inv TBC	£2,244.00
BACS	Joyce Crooks	Reimbursement to Cllr Crooks for the payment of the Remembrance Day wreath	£25.00
BACS	Josie Flavell	Reimbursement for paying the overdue BT mobile account bill.	£180.73
BACS	ArrowTech Ltd	Replacement of floodlights timing switch – Inv. TBC	£112.80

BACS	Wicksteed	Dragon Lane Swing parts – Inv. 819772	£890.57																																								
D/D	British Telecommunications	Monthly office, mobile and broadband fees – Bill: TBC (December)	£52.78																																								
D/D	HSBC	Monthly bank account fee	£8.00																																								
D/D	Everflow	Water services monthly fees (Dec/Jan) – Alans Way Pavilion Inv. 1886879	£111.77																																								
D/D	EDF Energy	Monthly electricity fees (Alans Way) – Dec	£195.32																																								
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D/D	Hinckley and Bosworth BC	Non-domestic rates for Cemetery at St James church. Paid monthly until March 2023.	£35.00																																								
22/656	<u>Balance of Accounts</u> <u>(as at 27.11.2022)</u> To NOTE the balances and reconciliations for November.		<u>Reserves</u> To NOTE all reserves.																																								
	<ul style="list-style-type: none"> ▪ Current Account Balance £7,862.46 ▪ Deposit Account Balance £86,596.86 TOTAL £94,459.32	<table> <tr> <td>Heritage Walk</td> <td>£9,540.00</td> </tr> <tr> <td>Newbold Heath (Green Energy)</td> <td>£12,827.00</td> </tr> <tr> <td>Heritage Fund</td> <td>£948.00</td> </tr> <tr> <td>Sports Pavilion Improvements</td> <td>£6,400.00</td> </tr> <tr> <td>Cemetery Memorial Garden</td> <td>£425.00</td> </tr> <tr> <td>General Reserves</td> <td>£64,319.00</td> </tr> <tr> <td>TOTAL</td> <td>£94,459.00</td> </tr> </table>	Heritage Walk	£9,540.00	Newbold Heath (Green Energy)	£12,827.00	Heritage Fund	£948.00	Sports Pavilion Improvements	£6,400.00	Cemetery Memorial Garden	£425.00	General Reserves	£64,319.00	TOTAL	£94,459.00																											
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