



ORDINARY PARISH COUNCIL MEETING

On Monday 07 February 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

21/363	APOLOGIES	
To report all apologies.		
DECLARATION OF INTERESTS		
21/364	To receive and consider any declaration of disclosable pecuniary or other interests (DPI).	
21/365	To receive and consider all dispensations or written requests for dispensation of DPI.	
21/366	MINUTES	
Resolve to the Chairman approving the minutes of the Ordinary Parish Council meeting held on 10 January 2022.		
21/367	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		
21/368	<u>Members Highway Fund (Min Ref. 21/349)</u> Receive an update from the Clerk regarding the application for a new Speed Indicator Device.	JF
21/369	<u>Orchard Trees – Dragon Lane (Min ref. 21/351)</u> a) To receive an update concerning members of the public donating towards the cost of replacement fruit trees within the community orchard. b) Pursuant to the General Power of Competence, resolve to approve the creation of a tree fund for members of the public to donate money to replace the broken trees.	JF
GENERAL MATTERS		
21/370	<u>Scope Charity Clothing Bin</u> Resolve to approve the request to have a Scope charity clothing bin placed on the car park at Alans Way.	JF
21/371	<u>Pavilion Long-term Booking</u> a) To consider and approve a request from a local pre-school setting to hire the pavilion on a long-term basis, as per the report circulated to Council prior to the meeting. b) Pursuant to Public Bodies (Admission to Meetings) Act 1960 s2, resolve to discuss and agree the contract and hire price in closed session at the March ordinary meeting.	JF

21/372	<u>Pavilion Works (Min Ref. 21/322)</u> a) To receive an update from the Clerk regarding the storage room clear-up. b) To receive an update concerning the external brickwork of the pavilion and resolve to approve the quote from Anmic Consulting for £711.00 to remedy the issues. c) To receive an update concerning the shower floor issues and resolve to approve the quote from Anmic Consulting for £84.20 to remedy the issue. d) Resolve to approve the purchase of a noticeboard to be installed in the storage room for health and safety notices and agree a budget of £50.00 for this purpose. e) Resolve to ratify the retrospective decision to have Anmic Consulting install a new smoke/heat detector inside the pavilion, to replace a broken external light to the rear of the pavilion, fit the notice board to the wall of the pavilion and install the new shelving unit in the storage room at a cost of £60.00. f) Resolve to approve the hire of a skip and pay a third of the cost (circa £70.00) with the Cricket Club and Football Club to clear out the storage room.	DF/JF
21/373	<u>Christmas Tree and Lights</u> a) To receive and approve a quote for the new artificial Christmas tree from those circulated to council prior to the meeting. b) To consider moving the location of the Christmas tree from Main Street to the bottom end of Mill Lane opposite the Baptist Chapel.	DF/JF
21/374	<u>Neighbourhood Plan</u> To receive an update from the Clerk.	JF
21/375	<u>Newbold Heath</u> a) To discuss and consider the need for a Speed Indicator (SID). b) To discuss and consider dog bin issues. c) To discuss and consider bus shelter maintenance.	JF
21/376	<u>Speed Data – Bosworth Road Speed Indicator (SID)</u> To receive a report from Cllr Bools with regards to data retrieved from the SID.	MB
21/377	<u>Bus Shelter Maintenance – Dragon Lane</u> To discuss and agree what action to take with regards to the bus shelter window.	ALL
21/378	<u>Fire Risk Assessment – Pavilion</u> a) To note the contents of the annual Fire Risk Assessment and agree and approve for the Clerk to make any recommended changes between meetings and ratify at a future council meeting. b) Resolve to approve the costs involved in the renewal of the fire risk assessment by Anmic Consulting, at a cost of £40.00.	JF
21/379	<u>St James Church</u> a) To discuss and approve maintenance works to be carried out to the footpath leading up to the main entrance of the Church. b) To discuss and approve for the Church to empty their waste bins into the Parish Council owned trade waste bin at the cemetery.	JF
21/380	<u>Memorial Bench Request</u> Resolve to approve the memorial bench application received from a resident, to have a bench installed in the cemetery in memory of their late spouse.	DF
21/381	<u>Tree Survey Quotes</u> Resolve to approve one of the quotes received from Arboriculture specialists to conduct a tree survey on all Parish Council owned trees, from the quotes circulated prior to the meeting.	JF
21/382	<u>Platinum Jubilee Celebrations</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
21/383	<u>Zoom – Renewal of Annual Contract</u> Resolve to approve the retrospective decision to renew the Zoom annual contract for a cost of £143.88 and to reimburse the Clerk the same.	ALL

21/384	<u>The Pensions Regulator</u> To note the employer's re-enrolment has been completed for another three years to 2025.	JF
21/385	<u>Scouts - Fete Request</u> To consider a request from the Scouts to hold a fete at the Alans Way grounds one weekend.	JF
21/386	<u>Post Inspection Reports</u> a) To note the contents of the post inspection reports for both Heritage Walk play area and Dragon Lane recreation ground. b) Resolve to approve the Clerk organising for all safety recommendations for both sites, to be completed by contractors between meetings. c) Resolve to approve the retrospective decision to purchase safety matting to be installed around the bike springer equipment at Heritage Walk play area at a cost of £63.89 and to reimburse the Clerk the same.	JF
21/387	<u>Review of Governance Documents</u> To confirm and note Council's review of the following documents and resolve to re-adopt them. <ul style="list-style-type: none"> ▪ Standing Orders ▪ Financial Regulations ▪ Asset Register ▪ Risk Assessments ▪ All policies and procedures 	
21/388	<u>EDF Energy Price Increase</u> To note the price increase from 25p per kWh to 50p as of 22 nd February 2022, for the Dragon Lane recreation ground account.	JF
21/389	<u>Parish Initiative Fund Grant Application</u> Resolve to approve the retrospective decision made between meetings, to recommend the Astrocare quote to HBBC for the all-weather pitch grant application, due to the original recommended company going out of business.	JF
21/390	<u>Internal Audit Service Update</u> a) To note that the new Internal Auditor (Simon Bacon) has contacted the Clerk to set a date. b) Resolve to approve the annual audit charge of £260.00 for year ending 31 st March 2021.	JF
21/391	<u>Licence Application</u> To consider the licence application received from HBBC for Lavender Fields at Kirkby Mallory.	ALL
21/392	<u>Bloor Homes S106 Funds</u> Resolve to the Clerk writing to HBBC asking them to request the outdoors sports S106 funds from Bloor Homes, to be released to the Parish Council before June 2022, to aid the all-weather pitch refurbishment project.	JF

PLANNING MATTERS

21/393	<u>21/01428/FUL Planning Application - Fields Farm, Barlestone Road, Newbold Verdon</u> Covered shelter to existing outdoor warm up area to equestrian centre.	ALL
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21/394 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 February Salary	£2,160.56
BACS	Glynis Parker	Cleaner's February Salary	£586.20
BACS	Michael Parker	Caretaker's February Salary	£98.70
D/D	NEST Pension	Employee and Employers contribution to Clerk's pension - February	£202.91
BACS	Anmic Consulting	Fitting of notice board, fitting replacement external light at the pavilion, supply, and fitting of heat/smoke detector inside the pavilion Inv. A19-NVP-20	£91.99

Ref.	Payee	Description	Amount		
BACS	The Play Inspection Co.	Post inspection fees for Dragon Lane gym equipment and Heritage Walk new play equipment. Inv. 52178	£600.00		
BACS	Burnt Oak Developments	Monthly maintenance fee for December. Slitting of sports field. Inv. 02345	£1,567.18		
BACS	Dianne Finney	Purchase of tree stakes for the community orchard trees.	£57.60		
BACS	Anmic Consulting	Completion of fire risk assessment and installation of shelving unit Inv A19-NVP-21	£65.00		
BACS	Josie Flavell	Reimbursement for the annual Zoom membership fee (£143.88) Reimbursement for grass safety matting for Heritage walk play area (£63.89)	£207.77		
BACS	LRALC	Internal Audit service fee for year ending 31 st March 2021 – Inv 19/2195	£260.00		
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	Information Commissioners Officer (ICO)	Annual Data protection fee for 2022	£40.00		
D/D	Everflow	Water services monthly fees (Feb/Mar) – Alans Way Pavilion Inv. 1321626	£110.82		
D/D	EDF Energy	Monthly electricity fees (Alans Way) - February	£1.00		
D/D	EDF Energy	Monthly electricity fees (Dragon Lane) – February	£70.00		
21/395	Balance of Accounts (as at 31.01.2021) To NOTE the balances and reconciliations for January 2022. <ul style="list-style-type: none"> ▪ Current Account Balance £13,753.25 ▪ Deposit Account Balance £89,854.61 TOTAL £103,607.86		Reserves Council Heritage Walk £4,770.00 Newbold Heath (Green Energy) £10,081.00 Adult Gym Equip. £115.00 Library Website £1,374.00 PPE Equipment £169.00 Sports Pavilion £6,400.00 Sports Ground and All Weather £4,000.00 Heritage Board Project £600.00 Memorial Garden £500.00 Cemetery Memorial Garden £1,856.00 Neighbourhood Plan £2,000.00 General Reserves £70,730.00 TOTAL £102,594		
21/396	Income				
	Date	Account	Income Received	Amount	
	10/01/22	Deposit Account	All weather pitch hire fees (Freeman) - December	£60.00	
	14/01/22		Burial and plot reservation fees (Co-op)	£875.00	
	14/01/22		Burial fees (Heart of England)	£375.00	
	14/01/22		Burial fees (Sellers)	£375.00	
	14/01/22		Football pitch hire (Market Bosworth AFC) - December	£273.00	
	16/01/22		Burial plot reservation fee	£250.00	
	19/01/22		Ashes burial fee (R Wards)	£50.00	
	25/01/22		HBBC – gym equipment grant	£5,878.00	
	28/01/22		HMRC quarter 3 VAT refund	£4,701.00	
	28/01/22		Pavilion hire fee - Wine Appreciation Group - January	£25.00	
	31/01/22		All weather pitch hire fee (Bell) - January	£48.00	
	31/01/22		Memorial plaque fee (Sellers)	£60.00	
	01/02/22		Aura Wind Stonehaven funds	£3,530.14	
	TOTAL			£16,500.14	
	INTERNAL BANK TRANSFERS				
	Date		Account	Income Received	Amount
	17/01/22	Deposit AC to Current AC	Bolster funds	£20,000.00	
CIRCULATIONS TO NOTE					
21/397	Emails: LRALC – Monday Round Robin Updates Email: HBBC – press releases (added to Facebook and website)				
	Emails: HBBC – Various public events Emails: HBBC – Parish Initiative Fund application				
21/398	ITEMS FOR NEXT AGENDA				