



ORDINARY PARISH COUNCIL MEETING

On Monday 05 September 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		
22/563	APOLOGIES	
To receive and accept all apologies reported.		
DECLARATION OF INTERESTS		
22/564	To receive and consider any declaration of disclosable pecuniary or other interests.	
22/565	To receive and consider all dispensations or written requests for dispensation of DPI.	
21/566	MINUTES	
Resolve to the Chairman approving the minutes of the Ordinary Parish Council meeting held on 07 July 2022.		
21/567	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		
22/568	<u>All Weather Pitch Update (Min Ref. 22/541)</u> To receive an update on the re-surface works.	JF
22/569	<u>Pre-school Contract Update (Min Ref. 22/548)</u> a) To receive a progress report on the commencement of the pre-school hire contract at the pavilion, including all associated works. b) Resolve to ratify the decision made between meetings for Anmic Consulting to install the wooden battens onto the wall in the foyer for the coat hooks at a cost of £38.00	JF
22/570	<u>Christmas Tree Location Preparations (Min ref. 22/547)</u> a) Resolve to approve the quote from Burnt Oaks to cut back the hedge at a cost of £195.00 exc. VAT.	JF

	b) To NOTE permission for these works including the installation of the concrete slab, has been already sought from Hinckley & Bosworth Borough Council.	
22/571	<u>Newbold Verdon Parish Archive (Min ref. 22/540)</u> a) To receive a report from the Clerk concerning issues with the old laptop in relation to minute reference 22/540(b) of the July minutes. b) Resolve to ratify the retrospective decision made between meetings approving a budget of £400.00, to enable the Clerk to purchase a new laptop for the Archive group using the heritage/history earmarked reserves.	JF
22/572	<u>Friendly Bench (Min ref. 22/551)</u> a) Resolve to approve a budget of £250.00 to hire a skip to remove the Friendly Bench. b) To receive an update concerning the Parish Initiative Fund and applying for two new benches in the next round of grant funding in October 2022. c) Resolve to apply to the Parish Initiative Fund for 2 new benches.	JF
GENERAL MATTERS		
22/573	<u>Christmas Tree Lights / Decorations</u> To consider the need to purchase lights and other festive decorations and agree a budget.	ALL
22/574	<u>Dragon Lane Lime Trees</u> Resolve to approve the quote from Burnt Oaks at a cost of £390.00 exc. VAT, to trim the Lime trees running along the perimeter of Dragon Lane recreational ground, adjacent to the toddler play area, due to health and safety issues and to help remedy the issues with dropped leaves.	JF
22/575	<u>Allotment Association Grant Application</u> To consider the breakdown of costs received for the open day held in August and resolve to approve awarding a grant and agree an amount.	ALL
22/576	<u>Neighbourhood Plan Update</u> To receive a progress report.	JF
22/577	<u>Hallmaster Annual Contract</u> Resolve to ratify the retrospective decision to renew the contract between meetings at a cost of £199.00.	ALL
22/578	<u>Annual Insurance Policy</u> Resolve to approve the quote from Hiscox for the annual insurance and note that no further quotes were obtained due to being locked into a long-term deal until September 2023. Cost information will be circulated prior to the meeting.	JF
22/579	<u>EDF Energy Direct Debit – Alans Way</u> To NOTE that the direct debit has increased from £144.00 per month to £195.36 per month due to the recent energy price increase.	ALL
22/580	<u>ROSPA Works – Dragon Lane</u> Resolve to approve the quote from Anmic Consulting to complete all minors works as highlighted in the ROSPA report, at a cost of £539.00.	ALL

22/581	<u>ROSPA Works – Dragon Lane Swings</u> Resolve to approve the quote from Anmic Consulting replacing the seats, chains, and pins, pursuant to the ROSPA report at a cost of £883.46 (breakdown down; £742.14 for parts and £30.00 for labour).	ALL
22/582	<u>Christmas Fayre</u> Resolve to approve to the 2022 charity Christmas Fayre being held at the Alans Way Pavilion on Saturday 3 rd December.	ALL
22/583	<u>Printer Contract</u> To receive a progress report on the cancellation of the contract and the collection of the printer.	JF
22/584	<u>Remembrance Sunday Poppy Wreath</u> Resolve to approve the donation of £50 to the Royal British Legion for the Remembrance Sunday poppy wreath and to reimburse Chairman Finney the same, upon production of a receipt.	DF/JF
22/585	<u>Defib Pads – Pavilion</u> Resolve to ratify the purchase of new adult defibs pads between meetings to meet legal requirements at a cost of £128.40.	ALL
22/586	<u>Hallmaster – Annual Contract</u> Resolve to ratify the decision made between meetings to renew the annual contract with Hallmaster at a cost of £199.00 exc. VAT (Total £238.80 inc. VAT) and to reimburse the Clerk the same.	ALL
22/587	<u>Pavilion Carpet Cleaning</u> Resolve to approve the quote to have the carpets cleaned at the pavilion at a cost of £284.00 with Spotless Cleaning.	DF/JF
22/588	<u>CCTV Sports Field</u> To consider applying for a HBBC grant to have a second 360 camera installed at the sports ground to cover all areas and budget for the remaining costs in next year's budget.	JF
22/589	<u>All Weather Pitch Hire Costs</u> To consider and approve the new hire fees – as circulated to council prior to the meeting - for the use of the all-weather pitch with the new 3G surface.	ALL
22/590	<u>Parish Initiative Fund (PIF)</u> a) Resolve to apply to the second round opening in October and decide what to apply for, i.e. two new benches for Dragon Lane or another item/area. b) Resolve to approve for the Cricket Club to apply to the HBBC PIF fund to allow them to purchase a cricket cage/training net to be positioned near to the all-weather ground. c) Subject to minute reference 22/590(b) being approved, resolve to the Clerk approving a 'Landowner's Permission' form from HBBC to allow the Cricket Club to apply to the PIF fund for the aforementioned item.	JF
22/591	<u>Dragon Lane Tree</u> To consider what action to take to the overgrown tree hanging into the garden of no. 28 Dragon Lane.	MB

PLANNING			
22/592	<u>22/000778/CONDIT – Fircroft, Barlestone Road, Newbold Verdon</u> Variation of condition 3 (approval of materials) of planning permission 15/01087/FUL dated 02/12/15. Variation in condition required as the materials proposed to be used.		
22/593	<u>22/00756/FUL – Chater House Farm, Merrylees Road, Newbold Heath</u> Change of use from agricultural to equestrian use.		
22/594 ACCOUNTS			
Accounts for Payment – Current Account			
a) RESOLVE to ratify all payments made between meetings in August as highlighted in green. b) RESOLVE to approve all payments being made, as set out in the table below via BACS and Direct Debit for September.			
Ref.	Payee	Description	Amount
BACS	Josie Flavell	Clerk's August Salary.	£2,220.04
BACS	Glynis Parker	Cleaner's August Salary	£586.20
BACS	Michael Parker	Caretaker's August Salary	£98.90
BACS	Josie Flavell	Mileage expenses – collection of Jubilee tree plaque (£18.00) and postage of NHP letter to landowner – registered 1 st class (£3.30).	£21.30
D/D	NEST Pension	Employee and Employers contribution to Clerk's pension – August.	£212.12
BACS	Burnt Oak Developments	Monthly grass cutting and maintenance fees - Inv. 02529	£1,680.00
BACS	Anmic Consulting	Installing concrete base and new bench at Newbold Heath / fitting new handles to roundabout at Dragon Lane RG Inv. A19-NVP-25	£232.00
BACS	Nature Sign Design	Installation of the Heritage Board – Inv. 2375	£300.00
BACS	Nature Sign Design	Creation of Heritage Board – Inv. 2301	£1,524.00
BACS	Defib Shop (Imperative Training)	Heartsine adult defibrillator pads for the pavilion defib – Inv.	£128.40
BACS	Josie Flavell	Purchase of protective phone case for the council mobile phone reimbursement	£8.49
BACS	Josie Flavell	Reimbursement for covering the cost of the Hallmaster annual contract renewal fee	£238.80
BACS	Arboreco Professional Tree care	Pursuant to tree survey, tree surgery services: felling of 6no. trees, removing deadwood from 2no. trees and stump grinding Inv. 5479	£3,540.00
BACS	Autela Payroll Service	Quarter 1 payroll service fee – Inv. 9177	£97.02
BACS	CHUBB Fire & Security	Annual fire extinguisher service at pavilion Inv. 9425787	£395.57
D/D	Everflow	Water services monthly fees (Aug/Sept) – Alans Way Pavilion Inv. 1653154	£117.23

D/D	British Telecommunications	Monthly office, mobile and broadband fees – Bill: M020 C6 (August)	£52.78														
D/D	British Telecommunications	Direct debit payment taken on 8 th August 2022, to be investigated.	£29.77														
D/D	EDF Energy	Monthly electricity fees (Alans Way) – August	£145.36														
D/D	EDF Energy	Monthly electricity fees (Dragon Lane) – August	£96.00														
D/D	Hinckley and Bosworth BC	Non-domestic rates for Cemetery at St James church. Paid monthly until March 2023.	£35.00														
BACS	Josie Flavell	Clerk’s September Salary.	£2,220.04														
BACS	Glynis Parker	Cleaner’s September Salary	£586.20														
BACS	Michael Parker	Caretaker’s September Salary	£98.70														
D/D	NEST Pension	Employee and Employers contribution to Clerk’s pension – September.	£212.12														
BACS	Maine Business Systems	FINAL invoice for the hire contract of the parish office printer. Inv. 168198	£69.98														
BACS	SJ Darker Contracting	Installation of new land drainage to the Alans Way sports field – Inv. 320	£5,676.00														
D/D	British Telecommunications	Monthly office, mobile and broadband fees – Bill: TBC (Sept)	£52.78														
D/A	HSBC	Monthly bank account fee	£8.00														
D/D	Everflow	Water services monthly fees (Sept/Oct) – Alans Way Pavilion Inv. 1712432	£143.78														
D/D	EDF Energy	Monthly electricity fees (Alans Way) – Sept	£195.32														
D/D	EDF Energy	Monthly electricity fees (Dragon Lane) – Sept	£96.00														
D/D	Hinckley and Bosworth BC	Non-domestic rates for Cemetery at St James church. Paid monthly until March 2023.	£35.00														
22/595	<p><u>Balance of Accounts (as at 31.08.2022)</u></p> <p>To NOTE the balances for August and reconciliations for both July and August.</p> <p>▪ Current Account Balance £13,342.72</p> <p>▪ Deposit Account Balance £62,215.06</p> <p>TOTAL £75,557.78</p>																
	<p><u>Reserves</u></p> <p>To NOTE all reserves.</p> <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>Library Website</td> <td>£1,374.00</td> </tr> <tr> <td>Sports Pavilion</td> <td>£6,400.00</td> </tr> <tr> <td>Cemetery Memorial Garden</td> <td>£425.00</td> </tr> <tr> <td>General Reserves</td> <td>£44,991.00</td> </tr> <tr> <td>TOTAL</td> <td>£75,557.00</td> </tr> </table>			Heritage Walk	£9,540.00	Newbold Heath (Green Energy)	£12,827.00	Library Website	£1,374.00	Sports Pavilion	£6,400.00	Cemetery Memorial Garden	£425.00	General Reserves	£44,991.00	TOTAL	£75,557.00
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22/596	<p><u>Quarter 1 Internal Control Review</u></p> <p>To NOTE the completion of the internal control review by Cllr Martyn Oliver for Quarter 1 accounts.</p>																

22/597	<u>Income</u>				
	Date	Account	Income Received	Amount	
	01/08/22	Deposit Account	Cricket Club Monthly Fee	£166.66	
	02/08/22		All weather pitch fees - July	£48.00	
	02/08/22		All weather pitch fees - August	£48.00	
	07/08/22		Pavilion hire fee - July	£25.00	
	16/08/22		Burial Fee	£125.00	
	18/08/22		HBBC Grant – Heritage Board	£825.00	
	29/08/22		Pavilion hire fee - August	£25.00	
	31/08/22		All weather pitch fees - August	£38.00	
	18/07/22		Football pitch hire - July	£105.00	
	13/07/22		Burial (ashes interment)	£50.00	
	01/07/22		Cricket Club Monthly Fee	£166.66	
	TOTAL			£1,622.32	
	TRANSFERS (Deposit to Current A/C)				
	05/07/2022		£20,000		
	24/08/2022		£10,000		
CIRCULATIONS TO NOTE					
22/598	Emails: LRALC – Monday Round Robin Updates Emails: HBBC – Various press releases Email: HBBC Planning Dept. – Neighbourhood Plan advice				
22/599	ITEMS FOR NEXT AGENDA				