



ORDINARY PARISH COUNCIL MEETING

Monday 06 September 2021 at 7:00pm

The meeting was held at the Sports Pavilion, Alans Way, Newbold Verdon, LE9 9LB

Tel: 07483 347 773 / Email: clerk@newboldverdonpc.org.uk

Present:

Chairman: Cllr. Dianne Finney

Councillors: Cllr J Finney, Cllr J Crooks, Cllr B Crooks, Cllr Sheppard-Bools, Cllr Tessier, Cllr Bates, Cllr Oliver, Cllr Dowell

Clerk: Josie Flavell (Mrs)

Public: 6 Members of Public

MINUTES

21/212 PUBLIC OPEN SESSION

Council received statements and views of the general public against business to be transacted i.e. agenda items, as follows:

- a) A member of public (Trustee of the village Library) queried Council's intentions to restart the public surgery sessions at the Library, on a monthly basis. Chairman Finney agreed to look in to this matter and report back.
- b) A member of public (Chairman of the village Garden Club) read out a statement concerning the resolution made at the July meeting to stop using the Garden Club for planting and maintaining the village flower tubs. matter. This statement was circulated to Council and is available for download from the Parish Council website. Council agreed to discuss this item later in the meeting under the relevant agenda item.
- c) Council received and noted the Borough Councillor report, which highlighted speeding on Main Street, which is being looked into by the Police, who will attempt to visit the village more regularly. The condition of kerbsides i.e. weeds and waste management issues due to lack of drivers. Cllr B Crooks stated that Newbold Verdon have been put on the rota for weeding and HBBC will be using DPD drivers for 3 days a week for the foreseeable future for waste management, until a permanent solution has been sought.
- d) County Councillor Hill reported that he has attended committee meetings combined with the fire authority who are replacing the two fire trucks for the area from two to one. The new truck is hybrid, smaller and able to visit more sites.

Care workers will be double jabbed from November onwards.

The Library have reported that they have seen their figure of people hiring electronic books double since last year.

The £25k Highways Fund is now open for applications. The Police and Crime Commissioner have reported that the worst hit roads will benefit from this community initiative and residents have been given speed indicators to capture speeding data and register it with the Police. The Police then follow this up with a letter to individuals who break the law. The individuals details are also added to a Police database, so if caught again, they can prosecute.

A litter pick was conducted on Dragon Lane recreation ground. A resident of Arnolds Crescent has complained about dog mess and feel that the Borough Council aren't doing enough. Cllr Bools stated that the team did come out and stencil the dog mess in late summer.

The Borough Council have confirmed that all hedge cutting will be conducted by the end of the week including weeding. The eco-friendly way of dispelling weeds is not sustainable, so it will take a little longer to complete due to the Covid-19 backlog.

The Dragon Lane School crossing will cost a minimum of £60k but Highways are happy to install a 50 meter no stop zone and with CCTV, people flouting the rules will receive a parking ticket. They also agreed to conduct a speed survey. A meeting is to be held with the school Headteacher and Highways in due course.

21/213	APOLOGIES	
Cllr Petcher (illness). Cllr B and J Crooks arrived late at 19:08pm and apologised. All apologies were accepted.		
DECLARATION OF INTERESTS		
21/214	<ul style="list-style-type: none"> a) Cllr J Crooks declared an interest in minute reference 21/233 Garden Club due to being a Club member. b) Cllr J Crooks declared an interest in all planning items under minute references 21/238 to 21/243 inclusive. c) Cllr Sheppard-Bools declared an interest in all matters concerning licencing – minute references 21/288 ad 21/232 - due to being Chair of the Licencing Committee for the Borough Council. 	
21/215	There were no dispensations or written requests for dispensation of DPI to consider.	
21/216	MINUTES	
Council RESOLVED to the Chairman approving the minutes of the Ordinary Parish Council meeting and Confidential Closed Session held on 05 July 2021, as a true and accurate record.		
ITEMS FROM PREVIOUS MINUTES		
21/217	<u>Heritage Board Project Working Group (Min Ref. 21/176)</u> <ul style="list-style-type: none"> a) Chairman Finney reported Roger King has worked hard behind the scenes to move this project along. b) Council RESOLVED to apply for the Structure Licence at a cost of £75.00 and approve the Clerk to apply for this and make payment between meetings. c) The Clerk reported that this item is to be deferred to the October meeting due to not receiving enough response from Graphic Designers. 	JF
21/218	<u>Arnolds Crescent POS (Min Ref. 21/179)</u> The Clerk reported that this work has been completed already and will check if this was done within the maintenance contract.	JF
21/219	<u>Mallory Close Vegetation (Min Ref. 21/182)</u> <ul style="list-style-type: none"> a) The Contractor is due to start on 14th September, with all residents having been consulted and asked to take any plants/vegetation from the site before works commence. b) Council RESOLVED to apply for the new trees on Mallory Close to be added to the Queens Green Canopy Project with the Woodland Trust, as part of the Queen's Jubilee Celebrations. Council asked Cllr Bools to double check to see if a memorial tree will be awarded as part of this project. 	- MB
21/220	<u>Jubilee Celebrations (Min Ref. 21/187)</u> <ul style="list-style-type: none"> a) Council RESOLVED to review and approve the draft Terms of Reference for the Jubilee Celebrations Working Group, as circulated to council prior to the meeting. The Clerk is to add these to the PC website. b) Cllr Bools reported that the initial meeting for this event has been held and the minutes are available for download on the PC website. The event will include the Church and Primary School to make it a real community event. Council stated that it might be an idea to book the entertainment, bar, etc. now due to Covid-19. Council also requested that the Working Group ensure all entertainment etc has its own Public Liability insurance and licences to sell alcohol. Cllr Bools reported that Council may need to pay for portable toilets but will check with the Baptist Church to see if they will allow for their toilets to be used instead. Funds will need to be added to next year's budget to cover this event. 	JF MB
21/221	<u>Heritage Walk Play Area Equipment (Min Ref. 21/189)</u> Council considered all three quotes and RESOLVED to approve award the project to Sovereign Design and Play for £10,236.03 +VAT. Council asked the Clerk to double check that the proposed wooden tables won't be damaged by strimmer use.	JF
21/222	<u>Gym Equipment Update (Parish Initiative Fund - Min Ref. 21/190)</u> <ul style="list-style-type: none"> a) Council RESOLVED to approve the retrospective decision made between meetings (as per June minute ref. 21/190) to approve the quote from FreshAir Fitness for £11,984.27 +VAT. b) Council considered the proposed siting/locations and held a vote* in favour of the first 	

	<p>proposal, as per the Green Space committee recommendation for the equipment to be installed in the green open space between the Baptist Church and Community Orchard on Dragon Lane recreational ground.</p> <p><i>*5 Votes in favour of the first proposal, 1 abstention and 3 votes in favour of the second proposal (Bells Lane area) including the Chairman's casting vote.</i></p> <p>The Clerk is to authorise the order form and notify the supplier/contractor.</p>	JF
GENERAL MATTERS		
21/223	<p><u>Speed Indicator Data Download</u></p> <p>Cllr Bools downloaded the speed indicator data and created a report which was circulated to Council prior to the meeting and also added to the Parish Council website.</p> <p>Cllr Bools also reported that the data was over a two month period during the school holidays, with 70,000 cars driving into the village along this stretch of highway, during that time frame.</p> <p>It highlights that it this is a significant problem and Cllr Books has written to the Police and LCC Highways, as a Borough Councillor, about this matter. The Police are concerned that the speeds reached the 85% percentile in a two month period, with 15% of people going over the speed limit; which equates to 170 cars. Of those 170, 8 cars managed to max out the speed indicator by driving at speeds of over 75 mph.</p> <p>Cllr Bools agreed to revisit the speed indicator every two months to download the data and will continue to liaise with the Police concerning this matter.</p>	MB
21/224	<p><u>Sports Field Drainage Update</u></p> <p>The Clerk reported that the start date for the works will be mid-September and there will be no disruption to the football or cricket club as this will be conducted during the daytime.</p>	-
21/225	<p><u>Dragon Lane CCTV Software Update</u></p> <p>The Clerk has reported that a link has been received to download the software needed to view the camera.</p>	JF
21/226	<p><u>Hallmaster Annual Contract</u></p> <p>Council RESOLVED to ratify the payment made between meetings to renew the annual contract at a cost of £137.00 +VAT.</p>	-
21/227	<p><u>Christmas Fayre</u></p> <p>Council RESOLVED to approve the use of the pavilion for the village Christmas Fayre. 12 Tables have been booked and all items sold will be handmade, with a Santa's Grotto. Further details and a date for the event are to be finalise in due course, with Council unanimously agreeing to this item being added to the October Agenda.</p>	JF
21/228	<p><u>Market Bosworth Football Club Licence</u></p> <p>Council RESOLVED to approve the Licence application to sell alcohol by Market Bosworth Football Club, for their presentation event being held on 12th September.</p>	JF
21/229	<p><u>Green Flag Award</u></p> <p>Cllr B Crooks liaised with the Green Space team at the Borough Council, who advised against applying due to annual costs involved and the amount of paperwork to complete, including the creation of various statements. The benefits are that its gives further publicity and allows Council access other grants. However, you have to reapply annually.</p> <p>Council RESOLVED not to apply for this award.</p>	-
21/230	<p><u>Sports Field Working Group</u></p> <p>a) Cllr Tessier reported that the initial meeting had taken place - with the next meeting due to take place on 8th September - and gave an update on items discussed by the working group, including grants, up 50 extra members on a waiting list to join the football club.</p> <p>b) Cllr Tessier also stated the survey was to try and garner the communities thoughts on how the sporting facilities could be improved, and how they could be better utilised. Council considered the public consultation survey and approved its contents.</p> <p>c) The Clerk reported the discussions held with the land owner and also a brief update on how it will be affected by the Neighbourhood Plan and will report again, in due course.</p> <p>Council unanimously agreed to Cllr Dowell joining the working group.</p>	-

21/231	<u>Dogs Signage – Dragon Lane</u> Council considered the request from a member of public to have signage erected at the recreational ground regarding dogs being kept on leads but could not approve it due to the open space not being under the Borough Council Public Protection order.. Council unanimously agreed to apply for a Public Protection when the Borough Council complete the next round of applications.	JF
21/232	<u>Cricket Club Licence</u> Council RESOLVED to approve the extended Licence application to sell alcohol from 2pm, opposed to starting at 6pm as per the current licence, for their end of season presentation day/evening.	JF
21/233	<u>Garden Club/Village Tubs Update</u> Chairman Finney proposed to Council to defer this item to the October meeting and to discuss it within a closed session, to prevent disorderly conduct at the meeting with it being a very sensitive matter, current disputes and confidentiality reasons. Pursuant to the Public Bodies (Admission to Meetings) Act 1960 and LGA 1972 Sch.12A, Council RESOLVED to this course of action and to go into closed session to discussion this agenda item at the end of the October Ordinary Meeting.	JF
21/334	<u>Pavilion Changing Room Lights</u> Council RESOLVED to approve the quote from RS Electrical Ltd to have all the lights changed in line with regulations at a cost of £450.00 +VAT.	JF/DF
21/335	<u>Members Highway Fund</u> Council considered the list of items to apply for through this fund and RESOLVED to apply for the following items: <ul style="list-style-type: none"> ▪ Mobile Speed device ▪ Other items to be agreed between meetings and ratified at the October meeting. 	JF
21/336	<u>Rural Community Council Membership Renewal</u> Council RESOLVED to ratify the retrospective payment made to RCC to renew the annual membership.	JF
21/337	<u>Annual Insurance Policy Renewal</u> Council RESOLVED to approve the insurance policy renewal quote from Came & Co., as circulated prior to the meeting at a cost of £3093.80 (inc. admin fee and insurance tax).	JF
PLANNING APPLICATIONS		
21/238	<u>21/00952/HOU – Church Farm, 2 Bramble Drive, Newbold Verdon</u> Single storey side extension. Council RESOLVED to a no comment response.	-
21/239	<u>21/00684/TCA – 41 Main Street, Newbold Verdon</u> Yew Tree Crown Reduction by 2-3 metres. Council's RESOLVED to ratify the decision to object to the works to this tree.	-
21/240	<u>21/00971/CONDIT – The Swan, 22 Main Street, Newbold Verdon</u> Variation to condition 2 (plans attached) to planning permission 20/00472/FUL, to alter the design of the property. Council RESOLVED to object to removing the sign and state that it is in a conservation area and should be adhered to, to retain the heritage of the village. Important link to the village – gain an acknowledgement.	JF
21/241	<u>21/00987/HOU – 39 Bagworth Road, Newbold Verdon</u> First floor front extension. Council RESOLVED to a no comment response.	-
21/242	<u>21/00990/HOU – 32 Peters Avenue, Newbold Verdon</u> Single storey extension to house. Council RESOLVED to a no comment response.	-
21/243	<u>APPEAL 21/01001/REM - 73 Mill Lane, Newbold Verdon</u> Approval of reserved matters (appearance, landscaping, layout & scale) of outline planning permission 20/00702/OUT (Appeal reference: APP/K2420/W/20/3259585) for 1 dwelling. Council RESOLVED to a no comment response.	-
21/244 ACCOUNTS		
<u>Accounts for Payment – Current Account</u>		
a) Council RESOLVED to approve all payments being made, as set out in the table below.		
b) Council RESOLVED to ratify all payments made in August as per the list of invoices circulated to Council, highlighted in grey below.		

Ref.	Payee	Description	Amount																										
BACS	Josie Flavell	Clerk's September Salary	£2,024.08																										
BACS	Glynis Parker	Cleaners September Salary	£586.20																										
BACS	Michael Parker	Caretakers September Salary	£98.70																										
D/D	NEST Pension	Employee and Employers contribution to Clerk's pension - September	£187.99																										
BACS	Josie Flavell	Mileage Claim: Garden Club meeting Saturday 4 th September Total: 60 Miles at 0.45p per mile	£27.00																										
BACS	Michael Parker	Reimbursement for purchase of mop heads and bin liners for the pavilion.	£38.40																										
BACS	Wellers Headley Solicitors	Baptist Church land transfer legal fees – Inv. 807153	£900.00																										
BACS	Wellers Headley Solicitors	Baptist Church land registry searches legal fees – Inv. 807597	£32.40																										
BACS	Rural Community Council	REFUND of Grant paid to NVPC accidentally.	£500.00																										
BACS	GB Locksmiths & Installations Ltd	Change of locks to the all-weather lighting box – Inv. 1993	£190.00																										
D/D	Everflow	Water services monthly fees – Alans Way Pavilion Inv. 1097439	£131.25																										
D/D	EDF Energy	Monthly electricity fees - August	£191.00																										
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BACS	Anmic Consulting	Installation of various signs – H&S, Fire, Deep water inc. CCTV signs for Dragon Lane – Inv. A19-NVPC-017	£854.84																										
BACS	Burnt Oak Developments	Monthly maintenance fee (July) – Inv. 02191	£1,183.18																										
BACS	Hallmaster	Renewal of Annual Contract – Inv. HM-3335	£164.49																										
BACS	Burnt Oak Developments	Monthly maintenance fee (June) and installation of tree rings at Dragon Lane orchard – Inv. 02152	£2,983.18																										
BACS	John Freeman	Mole (pest) control at the cemetery – Inv. 2921	£120.00																										
BACS	Fire & Water Heating & Plumbing	Supply and fit of five Dudley turbo toilet syphons to stop leaks – Inv. 1056	£298.80																										
BACS	British Telecomm	Monthly office phone bill, broadband and mobile phone fees – Bill: M008 1YQT	£52.26																										
BACS	Chubb Fire & Security Ltd	Annual fire extinguisher service (Pavilion) – Inv. 8831536	£367.63																										
BACS	Rural Community Council	Renewal of annual membership – Inv. 446	£60.00																										
BACS	Maine Business Systems	Printer hire fees (quarterly) – Inv. 163552	£69.98																										
BACS	Seton (T/A Brady Corp)	Purchase of CCTV signs (Dragon Lane) – Inv. 9303351479	£166.22																										
BACS	Viking	Stationery order – Inv. 403403	£39.80																										
21/245	<p>Balance of Accounts (as at 31.08.2021)</p> <p>Council NOTED the balances and reconciliations for August 2021.</p> <ul style="list-style-type: none"> ▪ Current Account Balance £6,643.87 ▪ Deposit Account Balance £112,827.63 <p>TOTAL £119,471.50</p>		<p>Reserves Council NOTED all reserves.</p> <table> <tr><td>Heritage Walk</td><td>£17,270.00</td></tr> <tr><td>Newbold Heath (Green Energy)</td><td>£10,080.96</td></tr> <tr><td>Adult Gym Equip.</td><td>£11,756.00</td></tr> <tr><td>Library Website</td><td>£1,374.00</td></tr> <tr><td>PPE Equipment</td><td>£200.00</td></tr> <tr><td>Sports Pavilion</td><td>£6,400.00</td></tr> <tr><td>Sports Ground and All Weather</td><td>£4,640.00</td></tr> <tr><td>Heritage Board Project</td><td>£1,425.00</td></tr> <tr><td>Memorial Garden</td><td>£1,000.00</td></tr> <tr><td>Cemetery Memorial Garden</td><td>£2,000.00</td></tr> <tr><td>Neighbourhood Plan</td><td>£5,000.00</td></tr> <tr><td>General Reserves</td><td>£77,202.00</td></tr> <tr><td>TOTAL</td><td>£138,347.96</td></tr> </table>	Heritage Walk	£17,270.00	Newbold Heath (Green Energy)	£10,080.96	Adult Gym Equip.	£11,756.00	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	£1,000.00	Cemetery Memorial Garden	£2,000.00	Neighbourhood Plan	£5,000.00	General Reserves	£77,202.00	TOTAL	£138,347.96
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21/246	Income Council NOTED all income and bank transfers.				
	Date	Account	Income Received	Amount	
	01/07/21	Deposit Account	Newbold Verdon Cricket Club – monthly rent fee	£166.66	
	20/07/21		Market Bosworth AFC - June football pitch hire fees	£240.00	
	21/07/21		HMRC VAT Refund – year end	£4,701.01	
	21/07/21		Rural Community Council Grant – issued to PC in error	£500.00	
	23/07/21		All Weather pitch fees for June (Freeman)	£48.00	
	30/07/21		All weather pitch hire fees (Bell)	£60.00	
	28/07/21		Double burial plot reservation fee	£250.00	
	01/08/21		Newbold Verdon Cricket Club – monthly rent fee	£166.66	
	09/08/21		All weather pitch hire fees July (Freeman)	£60.00	
	10/08/21		Pavilion hire fees (Wine Club)	£25.00	
	13/08/21		Burial Fee	£60.00	
	17/08/21		Burial and Burial Plot Reservation Fees	£375.00	
	20/08/21		Groundworks Grant (Neighbourhood Plan)	£5,000.00	
	31/08/21		All weather pitch fees (Bell)	£60.00	
	01/09/21		HBBC final precept payment for 2021/22 year	£42,438.00	
	TOTAL			£54,125.33	
INTERNAL BANK TRANSFERS					
	Date	Account	Income Received	Amount	
	15/07/21	Deposit Account to Current Account	Transfer to bolster funds	£30,000.00	
	10/08/21		Transfer to bolster funds	£10,000.00	
	01/09/21		Transfer to bolster funds	£10,000.00	
CIRCULATIONS TO NOTE					
21/247	Council NOTED all circulations. Emails: LRALC – Friday Round Robin Updates Emails: HBBC – regarding waste collection disruptions Email: HBBC – press releases (added to Facebook and website)				
21/248	ITEMS FOR NEXT AGENDA				
	<ul style="list-style-type: none"> ▪ Christmas Tree (MO/JF) ▪ Litter Bin costs – Mill Lane/Harry’s Lane (MB) ▪ Speeding Mill Lane (MB) 				

In the absence of further business, the meeting closed at 20:55pm

Signed:
Dianne Finney - Chairman

Date: 04 October 2021