



Nailstone Parish Council

Minutes of a meeting held at Dove Bank Primary School at
7pm on Wednesday 31st January 2024

Present: I Harris (Chairman), D Crane, A Harrison (Councillors), W J Crooks (Borough Councillor), 6 members of the public, C J Peat (Locum Clerk).

PUBLIC SESSION

001/2024 Questions and comments from members of the public

There were none.

002/2024 Update from County Councillor B Harrison-Rushton

Cllr Harrison-Rushton **was thanked** for (i) approving funding of £5,276 from the LCC Members Highways Fund for the purchase of a Mobile Vehicle Activated Sign (MVAS) for the Bagworth Road Safety Scheme (see below); and (ii) for a report on current LCC business.

003/2024 Update from Borough Councillor W R Crooks

Cllr Crooks **was thanked** for a report on H&BBC business. There will be celebrations this year to mark the 50th anniversary of the merger of Market Bosworth RDC and Hinckley UDC. H&BBC is in a stable financial position, but an increase in homelessness is impacting the budget. A decision on the proposed Crematorium, deferred because of difficult ground conditions, is imminent. The performance of the Planning Dept has improved, and 90% of planning applications are being determined within 8 weeks against a government target of 70%. H&BBC has been obliged to accept additional housing from Leicester City, and now needs to accommodate 7,000 dwellings in the new Local Plan. New government regulations will require the collection of food waste before 2026 at a cost of £1.375m pa, plus £105k for bin liners to be set against DEFRA support of £285m for the scheme.

004/2024 Update from the Footpath Group

There was one collapsed stile near Bagworth Rd, but the path was not obstructed. Complaints were made about fast traffic on Vero's Lane, and those affected were advised to keep a log of incidents.

005/2024 Update from the Gardening Group

Bulb planting had been completed (126/2023 refers). Outline proposals for works in Church Meadow had been copied to Councillors and would be considered at a site meeting.

006/2024 Update from the Community Group

The Group proposed to celebrate the 80th anniversary of the D-Day landings with an exhibition in the church, focussing on the records and recollections of local family members.

007/2024 Update from the Christmas Group

The Group **was thanked** for a report on the Christmas activities. The Christmas event at the Nut & Squirrel had raised £100 for Community Group funds. Equipment bought in 2023 would be used in future years. 20 care packages had been delivered and had been well received. The Nativity event had raised £400 for school funds. The experience gained in 2023 would inform the planning of the events for 2024.

008/2024 Update from the Parochial Church Council

The Quinquennial Report had been received, and urgent works were being put in hand. The cost of necessary tower repairs was estimated to be £150k. Rev Poskitt was leaving to take up a post in Yorkshire. The Seniors lunch and carol service had been very successful. Future plans included an Easter Fair on Easter Saturday, a concert on 12th April, and a Spring lunch on 11th May.

009/2024 Update from the Village Watch Group

There was no update.

COUNCIL BUSINESS

010/2024 Apologies for absence from Councillors

It was resolved that an apology from Cllr Darlington be accepted.

011/2024 Declarations of interests (including Disclosable Pecuniary Interests) and requests for dispensations in respect of items on the agenda

Cllr Crane declared an interest in item 014/2024.

012/2024 Minutes of the meeting of 29th November 2023

It was resolved that the minutes be approved and they were signed by the Chairman.

013/2024 Updates from Councillors and the Clerk

The Chairman reported that Cllr Smith had resigned on 21st January, **and thanked** Cllr Smith for his contribution to the work of the PC. The resulting casual vacancy had been advertised on 23rd January, and if a poll was not called the PC would be free to co-opt at the next meeting.

Cllr Darlington had reported that a trial version of the new website had been implemented and was under development (136/2023 refers). 2Commune, the PC's

existing provider had given notice that it would cease to host the existing website at the end of March. A report would be made to the next meeting.

The Locum Clerk reported:

Memorial Plaque – had been installed (134/2023 refers).

Bagworth Rd/B585 junction – damaged signage has been replaced (134/2023 refers).

Church Road – the tree obstructing the street light outside the Manor House had not been cut back, and the matter had been referred to LCC (134/2023 refers).

Church Meadow - an old tree in the SW corner had blown down on 10th Dec and had been removed.

Church Meadow - the kissing gate at the southern end had been replaced.

Play equipment – Mrs L Julian had kindly volunteered to carry out a weekly inspection of the play equipment, and report to the Annual Meeting.

Bench seat – kindly donated by Osbaston PC, has been installed in the churchyard (098/2023e, 046/2023 refer).

Barton road – LCC Highways had kindly agreed to install enhanced 30mph signage (141/2023 refers).

Church Meadow – the NCG had been granted permission to hold pancake races on Sat 17th February. This event had now been cancelled.

H&BBC Playing Pitch & Outdoor Sport Strategy – questionnaire returned.

014/2024 Submission of an invoice to JBM Solar Power 26 Ltd

The Development project Manager for JBM Solar Projects 26 Ltd had advised that work was scheduled to begin on site in March, and had invited the PC to submit an invoice for the agreed Public Benefit Donation of £180,000. A draft invoice had been copied to Councillors before the meeting, and **it was resolved** that this invoice be approved and sent (145/2023; 120/2023 refer).

015/2024 Update on the provision of an electricity supply to Church Meadow

The total project cost had been estimated to be £11,103.52 comprising £5,628.52 National Grid connection; £4,025.00 cabinet installation; and £1,450.00 contingency for traffic management if required. An application to the H&BBC P&CIF 2024 had been copied to Councillors, and had been accepted by the Green Spaces Team (142/2023 refers). Cllr Crooks **was thanked** for supporting this application.

016/2024 Update on the LCC Members Highways Fund (Bagworth Road Safety Scheme)

Cllr Harrison-Rushton had approved a donation of £5,276.00 from the LCC Members Highways Fund for the purchase of an MVAS, and LCC Highways had agreed to install upgraded 30mph signage and two posts for mounting the MVAS (141/2023 refers). The PC had suggested that the mounting posts be sited 20m to the east of the chicane on Bagworth Rd, and near to 75 Main St; these locations were acceptable to LCC Highways in principle, but the affected frontagers had to be consulted. **It was resolved** that Cllr Harrison and the Clerk be authorised to consult with the frontagers affected, determine the final location of the posts, apply for the necessary licences and prepare a risk assessment for management of the MVAS.

017/2024 Asset of Community Value status of The Bull's Head

H&BBC had advised that an application would be acceptable under their current policy, and a background paper had been copied to Councillors before the meeting (139/2023 refers). **It was resolved** that an application be prepared for consideration at the next meeting.

018/2024 Signage for the Village Watch Group

Draft designs had been copied to Councillors and the Village Watch Group co-ordinator (130.2023 refers). **It was resolved** that the green circular design be adopted and prices obtained for two signs.

019/2024 Quotations for grounds maintenance for 2024-2026

Invitations to quote had been sent to 7 local contractors (140/2023 refers). Three had responded:

Inspire Landscaping Group	£4,000.00 + VAT
Bosworth Groundcare & Maintenance	£5,292.00 + VAT
Burnt Oak Developments	£6,400.00 + VAT

It was resolved that Inspire Landscaping Group be advised that they were the preferred contractor and invited to attend a meeting to discuss the contract and terms.

020/2024 Position of Parish Clerk

Mrs Julian had declined to take up the appointment made at the last meeting (143/2023 refers). The post had been re-advertised in the January Newsletter, and the Chairman reported that one application had been received from a local resident. **It was resolved** that Ms Kerry Bates be invited to attend an interview with all Councillors.

021/2024 Grant Awarding Policy

A draft policy had been copied to Councillors before the meeting, and **it was resolved** that this policy be adopted.

022/2024 Planning applications submitted, comments submitted under delegated powers and applications determined

No new applications had been submitted, and no comments had been made under delegated powers. The following applications had been determined:

23/00812/TCA 69 Church Road. Works to trees. No TPO made.

23/00925/FUL Change of use of six agricultural buildings to a storage and distribution use (Class B8) and associated landscaping and boundary treatment. Crown Farm, Bagworth Road. Permission granted.

23/00931/HOU Single storey rear extension (following demolition of existing conservatory), 89 Main Street Nailstone. Permission granted.

023/2024 Invoices for payment

The RFO presented a list of invoices and bank reconciliation in accordance with the new requirements. The bank statement was checked and signed.

It was resolved that the following invoices be paid:

Npower	Electricity supply	169.33
The Graphic	January Newsletter (2523)	125.00
Shakespeare Martineau LLP	Legal fees – Stones Hollow deed of gift	1510.80
Ms E Davis	Christmas Group event	199.81
The Graphic	February Newsletter (2541)	85.00
TOTAL		2089.94

Invoices from Npower were due within 7 days, and delaying payment for approval at a meeting meant that overdue notices were issued and late payment charges might be levied. These were recurring bills for street lighting. **It was resolved** that the Clerk be authorised to pay these bills on receipt.

024/2024 Report 2024-01: Annual review of risk management

A detailed review of the risks facing the PC had been carried out, resulting in the following decisions.

It was resolved that the monuments in the closed churchyard be inspected each year and a report made to the Annual Meeting of the Council; that the Chairman would hold a sealed envelope containing PC passwords; that the location and storage of all hard copy records be reviewed once the new Clerk had taken up office; and that a complaints policy be drafted for consideration at the next meeting. These decisions were incorporated into a revised draft of Report 2024-01.

The History Group was carrying out a survey of the inscriptions and monuments in the churchyard (not safety) and kindly offered their plan for use in the safety survey.

It was resolved that the revised draft of Report 2024-01 be approved.

025/2024 Report 2024-02: Annual review of internal financial controls

It was resolved that the list of invoices for payment shall in future include a reconciliation of the current bank account; that the reconciliation be checked against the most recent bank statement for this account by a Councillor; that the bank statement be signed to show that this has been done; and that Report 2024-02 be approved.

026/2024 Appointment of Internal Auditor for the financial year 2024-25

It was resolved that Mrs T Brearley be invited to be Internal Auditor for the financial year 2024-25 and offered a fee of £50.00 for this work.

027/2024 Salaries and subscriptions for 2024-25

a) Parish Clerk: salary and expenses

It was resolved that the Clerk's salary be £11.76/hr, and that this be reviewed when the LRALC Clerks 1-3 Training Courses had been completed. Approved expenses would be reimbursed at cost on production of receipts.

b) Membership of LRALC: subscription

It was resolved that membership of LRALC be renewed for 2024-25 at an estimated cost of £290.00.

028/2024 Report 2024-03: Preliminary financial estimates for 2024-25 version 2

The tax base for Nailstone in 2023-24 had been 221.9; the PC had precepted H&BBC for £20,565, and the Band D Council Tax payable to the PC had been £92.68.

The tax base for 2024-25 would be 224.9. Revised financial estimates for 2024-25 (Report 2024-03) had been copied to Councillors before the meeting (136/2023 refers).

The proposal to allocate budgets (in Report 2023-3) to three community groups was reconsidered – there were other groups in the community who might seek funding; one of the nominated groups was independent, carried out fundraising events and did not need financial support from the PC; and allocation of a budget could lead to a ‘use it or lose it’ mindset leading to inappropriate expenditure. For these reasons **it was resolved** that the funding previously allocated to community groups be re-allocated to a PC Grant Fund. Grants from this fund would be made in accordance with the *Grant Awarding Policy* adopted in 021/2024 above.

029/2024 Precept for 2024-25

It was resolved that H&BBC be precepted for £20,565.00 for the financial year 2024-25, and that (with the addition of this figure, changes minuted above, and consequential minor adjustments), Report 2024-03 be adopted as the budget for 2024-25 and published as Report 2024-04.

030/2024 Time, date and place of the next meeting

It was resolved that the next meeting be held at Dove Bank Primary School at 7 pm on Wednesday 28th February 2024

The meeting closed at 9.05 pm.

Signed _____ **Date** _____

Abbreviations in these minutes

H&BBC	Hinckley & Bosworth Borough Council	LCC	Leicestershire County Council
LRALC	Leics & Rutland Ass. of Local Councils	MVAS	Mobile Vehicle Activated Sign
NGG	Nailstone Gardening Group	NHT	National Highways & Transport
PC	Parish Council	P&CIF	Parish & Community Initiatives Fund
RoSPA	Royal Society for the Prevention of Accidents	RDC	Rural District Council
UDC	Urban District Council		