

NAILSTONE PARISH COUNCIL MEETING

Minutes of the Parish Meeting held on Thursday 7th April 2016,
8.00 PM in the Bulls Head Public House, Nailstone

Present:

Cllr Angela McCarthy-Young, Cllr Rachel Cox, Cllr Julie Higgott, Cllr Derek Crane and Cllr Stephen Spencer
The Clerk

The Chair opened the meeting at 8.00 PM

122/2016 - Resolution to receive apologies for absence

- Cllr Ould & Cllr Crooks

123/2016 - Resolution to receive declarations of interest on items of the agenda

As agreed Declarations of Interest would be recorded at the start of each meeting. Councillors declaring an interest would still be entitled to take part in discussions unless the item is prejudicial, councillors would not be allowed to vote on the item or add opinion.

- Cllr Crane – item 132/2016 as a member of Barlestone Parish Council

124/2016 - County Council/Police reports

- Cllr Ould circulated his report prior to the meeting.

125/2016 - Public Questions

Members of the public were asked to declare their name when addressing the Chairman if they wished for their name to be minuted in this section of the meeting, if they did not want their name mentioned they need not declare it.

- N/A

126/2016 – Resolution to approve and sign minutes of the Parish Council Meeting of the 3rd March 2016

The minutes of the meetings were circulated to all councillors prior to the meeting for them to be reviewed.

Resolved: Councillors agreed that minutes were an accurate record of the meeting and they signed by the Chair.

127/2016 – Resolution to approve payment of outstanding accounts and agree updates to bank mandates

- The clerk reported a current account balance of = £4,687.22

The following cheques were agreed:

- 101324 – EON, outstanding payments = £99.84
- 101325 – LRLAC, annual membership = £185.43
- 101326 – Helen Chadwick, clerks salary and expenses = £281.63

Resolved: Cllr Cox proposed that the cheques were approved and signed and this was seconded by Cllr Higgott. The clerk will send out cheques at the earliest convenience.

128/2016 – To confirm that the council will remain opted-in to the Sector Led Body arrangements for the procurement of external audit

The clerk reported that every parish and town council is subject to two audits each year, the internal audit and the external audit. This matter **relates to external audit only** (i.e. internal audit is unchanged).

The external audit of parish and town councils was carried out by the Audit Commission. In Leicestershire and Rutland the actual audit work was done by Grant Thornton (an audit, accounting and business services firm) acting as an agent for the Audit Commission.

However, the contracts for parish and town council external audit carry through to the completion of the audit work for the year ending 31 March 2017. So all parish and town councils in the LRALC area will still complete an Annual Return and send it off to Grant Thornton two more times, i.e. for the year ending 31 March 2016 and for the year ending 31 March 2017.

From the year 1 April 2017 – 31 March 2018 and beyond all parish and town councils will still need to have an external auditor and the government proposed that each parish and town council should be able to appoint its own. National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC) got together to create a Sector Led Body (SLB) to procure external audit for parish and town councils (and drainage authorities).

The SLB, which is called **Smaller Authorities' Audit Appointments Ltd**, will effectively carry out the function of the Audit Commission related to external audit for parish and town councils. It will procure external auditors and oversee external audit arrangements.

The clerk reported that the parish council has two options 1) procure its own external auditor or 2) have an external auditor appointed to it via the SLB. The clerk proposed that the parish council opt for 2). Cllr Higgott proposed that the clerk's proposal be accepted and this was seconded by Cllr Spencer.

Resolved: The council resolved to remain opted-in. The clerk will submit a response.

129/2016 – To discuss appointment of internal auditor for year end 2015/2016

The clerk requested permission to approach Mr Hale to see if he was available to carry out the internal audit before the June deadline.

Cllr Higgott proposed that the clerk be given permission to source an internal auditor and this was seconded by Cllr Cox.

Resolved: The clerk will appoint an internal auditor.

130/2016 – Update on Community Benefit Fund

The clerk reported that following the signing of the MoU for the Community Benefit Fund a community group will need to be formed to take responsibility for the fund. The group will need to determine suitable projects and proposed that the group consists of the Chair, Vice Chair and members of the parish. A project plan and costings will need to be developed.

It was agreed that in order to canvas interest from members of the public to sit on the community group a flyer would be produced and pushed through every door in the village

Resolved: The clerk will produce flyer and liaise with Chair and Vice Chair about content and deliver mechanisms.

131/2016 – To discuss the Conservation area and agree next steps

The clerk reported that four plaques have already been installed by Hinckley & Bosworth to identify Nailstone as a Conservation area.

The clerk reported that following on from a conversation with Paul Grundy at Hinckley & Bosworth Borough Council the council will be in a position to contribute to projects which will preserve and enhance the special character of the conservation area and a simple project would be installing heritage style street name plates.

It has been suggested that a review of the management plan (page 35) is carried out and further works suggested such as noticeboard and benches. The parish council will need to confirm our interest with an itemised list of projects we would like to deliver so H&B can identify what the council can contribute towards. Some projects will be applicable for funding under the environmental improvement programme and others may well be eligible for funding via other sources

The clerk proposed that she work with Cllr Cox to identify projects and produce a report which can be submitted to Hinckley & Bosworth of the parish council.

Cllr Spencer proposed that the clerk and Cllr Cox work together to move this project forward and this was seconded by Cllr Higgott.

Resolved: Project list will be submitted to Hinckley & Bosworth.

132/2016 – To discuss the sale of the salt bin and agree action

The clerk reported that she had received a request from Barlestone Parish Council to purchase the empty salt bin so that they can use it at a site in their village. The amount proposed is £25.

Cllr Cox proposed that we accept their offer and this was seconded by Cllr McCarthy-Young.

Resolved: The clerk will liaise with clerk at Barlestone Parish Council.

133/2016 – To discuss repairs to street light outside 12 Grange Road and agree action

The clerk reported that Highways have carried out their planned lamp/bulb work on the street lights in Nailstone and they have found that the street light outside number 12 Grange Road currently isn't operational. They have attempted to repair the light but have been unsuccessful and in order for this street light to work correctly the lantern will need to be replaced. The lantern gear, that operates the lamp/bulb, has burnt out and this type of gear is no longer manufactured.

To replace the lantern for something similar would cost £271 plus VAT or to replace it with a new LED lantern would cost £347 plus VAT.

The clerk asked whether councillors wanted to have the light repaired and if so which option to choose.

Cllr McCarthy-Young suggested that residents may not wish to have the light on and/or they may not wish to have one of the new LED lanterns because they are extremely bright and suggested that they be contacted for their thoughts, this was seconded by Cllr Cox.

Resolved: The clerk will write to residents to canvas opinion as to whether the light is required.

134/2016 – to discuss format of Annual Parish meeting

The clerk proposed that the Annual Parish meeting take place prior to the Parish Council Annual meeting and that parishioners should be invited to attend to discuss any areas of interest or concern that they have. Cllrs agreed that it would be useful to have the two meetings on the same night and confirmed that the Annual Parish meeting will commence at 7.30 PM.

Resolved: The clerk will draft agenda and circulate to councillors for comment.

120/2016 – Parish Councillor Updates

Cllr Cox reported that:

- She was concerned about the school being used as the polling station for the upcoming elections because it means the school has to be closed. It was suggested that the Church could be used as the polling station instead and asked the clerk to look into this as previously someone from HBBC had been out to view the church but Cllr Cox was unsure of the outcome.
- She had seen 30 mph bin stickers being distributed in Market Bosworth. The signs can be used on the black refuse bins on bin collection days. Cllr Cox thought there would be a lot of interest from members of the public and asked the clerk if she could obtain a sample to discuss at the next parish council meeting.

Cllr Spencer reported that:

- He has received complaints about the lack of a drop kerb at the top of The Oval for wheelchair and pushchair access. The clerk agreed to raise this with Highways.

Cllr Crane reported that:

- There is a Parish Liaison meeting at Twycross Zoo on the 11th May and asked whether the clerk had received notification of this. The clerk commented that she had not and would speak with H&B to make sure she was on the circulation list. The clerk asked Cllr Crane to forward any event information like this to her and/or all councillors so that everyone was aware of the events.

121/2016 - Date of next meeting

It was agreed that the next meeting will take place on Thursday 5th May 2016, commencing at 8.00 PM in the Bulls Head, Nailstone.

The Chair closed the meeting at 20.55 PM.

Signed:

Date: