



Nailstone Parish Council

Minutes of the Annual Parish Council meeting held on Wednesday 31st May 2018 at 7.00 PM in the Parish Church, Nailstone

Present:

Cllr McCarthy-Young, Cllr Cox, Cllr Higgott, Cllr Crane, Cllr Harrison, Cllr Crooks, 2 members of the public and the clerk.

426/2018 – Appointment of Chairman

Cllr McCarthy-Young proposed Cllr Cox as the Chair and this was seconded by Cllr Higgott. Cllr Cox accepted the position of Chair for 12 months.

Resolved: Cllr Cox signed the declaration of acceptance of office for Chairman for one year.

427/2018 – Appointment of Vice Chair

Cllr McCarthy-Young proposed Cllr Higgott as the Vice Chair and this was seconded by Cllr Crane. Cllr Higgott accepted the position of Vice Chair for 12 months.

Resolved: Cllr Higgott signed the declaration of acceptance of office for Vice Chair for one year.

428/2018 - Resolution to receive apologies for absence

- Apologies were noted from Cllr Ould

429/2018 - 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.

- No councillors declared an interest in any items on the agenda.

430/2018 – County Council/District Council/Police reports

- A copy of Cllr Ould's report was circulated prior to the meeting.
- Cllr Crooks commented that a copy of his report had been emailed to the Chair for circulation.
- There was no police report.

431/2018 – 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.

- A member of the public asked about the tree cutting and whether the correct process was carried out and are the reports available. *The clerk reported that the contractor had gained the necessary permissions and had followed the correct procedures. The clerk was asked to ensure that we had copies of the reports. Cllr Harrison asked if the reports could be added to the website. Cllr Cox commented that she was concerned that due to recent accusations and confrontation and comments made in front of contractors that as a parish we may struggle to get work completed. It is hard enough trying to get people to quote for work without comments and accusations made at and towards them.*

432/2018 – Resolution to approve and sign minutes of the Parish Council Meeting of the 28th March and the extra ordinary parish council meeting of the 23rd May 2018

The minutes of the meetings were circulated prior to the meeting and draft versions added to the website.

Cllr Harrison raised concerns about the recording of item 414 on the minutes dated the 28th March and commented that he was not in agreement with minuting that we were in agreement with the



maintaining the open Churchyard. Cllr Cox commented that no decision had been made on this because we had not received confirmation from the Parochial Church Council. Councillors approved the minutes and the approved copies will be uploaded onto the website and put on the noticeboard.

433/2018 – Resolution to approve payment of outstanding accounts, update bank mandate and discuss appointment of internal auditor

The clerk presented the following cheques for authorisation totalling £5,773.20 and reported that the first instalment of the precept had been received. Councillors reviewed invoices and approved payments.

101399	LRALC	Annual Membership	£204.59
101400	EON	Electricity & lighting	£120.03
101401	Nailstone Community Group	Newsletter printing	£100.00
101402	Hinckley & Bosworth Borough Council	Recharge for election	£2,013.46
101403	Eden Tree Care	Tree works	£816.00
101404	The Parish Noticeboard Company	Outstanding payment of noticeboards	£1,620.00
101405	2Commune Ltd	Additional email account for Cllr Harrison	£30.00
101406	BHIB Insurance Brokers	Annual insurance	£183.89
101407	Helen Chadwick	Clerks salary x 2 months + travel	£685.23

434/2018 – Resolution to adopt Standing Orders

The clerk reported that at a previous meeting it had been proposed that the parish council adopt the NALC Standing Orders. A copy of these were circulated to councillors prior to the meeting and it was reported that amendments can be made at any time to reflect the changing needs of the parish council. Cllr Harrison asked whether we need to include information on how we deal with FOI requests, the clerk confirmed that some detail was included but that this can be reviewed in due course should it need to be. Councillors were in agreement to adopt the Standing Orders.

435/2018 – Resolution to adopt Financial Orders

The clerk reported that at a previous meeting it had been proposed that the parish council adopt the NALC Financial Orders. A copy of these were circulated to councillors prior to the meeting and it was reported that amendments can be made at any time to reflect the changing needs of the parish council. Councillors were in agreement to adopt the Standing Orders.

436/2018 – resolution to approve and sign year end accounts 2017/2018

The clerk presented the year end accounts for 2017/2018 which showed an income of £16,794.00 and expenditure of £19,468.00. The clerk confirmed that the internal audit had been carried out the report stated

‘As always records are meticulously maintained and well presented which makes completion of the internal audit very straightforward. During this review the council has demonstrated that it has fulfilled its obligations with regard to budget planning, risk assessment, insurance and statutory obligations towards its staff. A review of the minutes and raw documents has not revealed any unusual financial activity’.



Councillors reviewed the accounts and Cllr Higgott proposed that they be accepted as a true reflection of the accounts for 2017/2018, this was seconded by Cllr Harrison.

Resolution: The year end accounts and AGAR were signed by the Chair and the clerk.

437/2018 – Clerks report

The clerk reported that the paths in Church Meadow have now been treated.

The clerk reported that following on from the agreement at the extra ordinary meeting that the previous contractor had been contacted with regards to tendering for some of the garden maintenance and a quote provided to councillors at meeting for review. Councillors agreed to accept this quotation. Councillors agreed that we need a completion date for this work of mid- July, with an immediate start.

Cllr Harrison asked whether we should have one councillor that manages the maintenance contract and contractor to ensure that the work that has been tendered for is being completed and any issues raised can be dealt with by one person. Councillors advised that in the past this had been Cllr. McCarthy-Young and she was agreeable to continue with this. Cllr. Higgott volunteered for the mowing as she has been involved in the process up until now and working with new contractor to iron out initial concerns.

438/2018 – Resolution to approve the request to use Church Meadow for the annual Church fee on the 18th August 2018

The clerk reported that she had received a request from the Parochial Church Council asking for permission to use Church Meadow on the 18th August for their annual fete. The clerk confirmed that a copy of the risk assessment and insurance document had been received.

Cllr Cox proposed that we give permission to the use and arrange for the grass to be cut prior to the event, this was seconded by Cllr Higgott.

439/2018 – Resolution to approve quote for the installation of noticeboards and benches

The clerk circulated a copy of both quotes received and following a discussion Cllr Harrison proposed that we accept quote 1, this was seconded by Cllr Crane. The clerk will liaise with the contractor to ensure the work is carried out as soon as possible.

440/2018 – To review updated planning application – 17/01289/FUL – conversion of existing outbuilding to form ancillary accommodation at The Elms, 121 Main Street, Nailstone and agree response

The clerk circulated a copy of the planning application prior to the meeting and councillors agreed that they had no objection although concerns were raised about the increased volume of traffic and obstructive parking on the road whilst the gates to the property are opening.

A member of the public asked what would happen now with the council's comments. Cllr Cox advised that comments would be submitted to HBB but we can only submit based on planning grounds. Cllr Cox urged parishioners to submit their own comments to the planning department if they had any concerns/objections. The parish council comments are only seen as one comment.

441/2018 – To review the request to look at children's playground equipment in The Oval and agree action

The clerk reported that she had received several requests to look again at the options available for installing play equipment in The Oval. Cllr Cox reported that the parish council had previously carried out a survey regarding this and there was an overall objection to having play equipment in The Oval so it was agreed that Church Meadow would be used as the location.

Councillors agreed that as The Oval is allocated as green space for the village we need to look at how it can be utilised and take into consideration the view of the residents. Cllr McCarthy-Young proposed that a working party meeting take place so that this can be discussed in more detail and



various options looked at before any further decisions are made, this was seconded by Cllr Crane. Cllr. Cox proposed that Cllr.Crane take the lead for this project.

442/2018 – To discuss Centenary Commemoration and agree actions

The Chair proposed as part of the Centenary Commemoration the parish council look to purchase some of the lamp post poppies as well as having the usual wreath in Church Meadow. Councillors discussed the number of poppies that should be ordered and it was suggested that we could involve the school and also any community groups or individuals who may wish to support the parish council and donate a poppy. It was agreed that the clerk would contact the school and community groups and put a notice on the website. Lamp post poppies cost £3 each and it was agreed that the parish council would purchase 20.

443/2018 – Parish Councillor Updates

Cllr Harrison reported that:

- There have been 2 dog foul incidents and that they spray provided is being used.
- There have been 15 reports of HGV's travelling through the village since the 17th April and that contact has been made with each of the companies. To date his has received a positive response.
- The item regarding HGV's and speeding vehicles was raised that the Police Forum event and that PC Rob Cross was aware of the problems.

Cllr Higgott reported that:

- There are ongoing concerns about the overhanging tree that is on private land at the junction of Church Lane and Main Street, opposite The Oval because it is causing an obstruction when trying to exit Church Lane. The clerk commented that this has been reported to Highways in the past and that they contacted the land owner. It was suggested that the clerk reported this again.

Cllr McCarthy-Young reported that:

- She would like to open the discussion about having a parish council newsletter.

Cllr Cox reported that:

- She has been in contact with Traffic Management regarding the data monitoring boxes, the reply was circulated to councillors but the response was that they would not do another one in the near future as one was one was completed at the time of Speed watch and they would not look to do another for 18 months.

444/2018 – Date of next meeting

The date of the next meeting was confirmed as Wednesday 25th July 2018 at 7.00 PM. Cllr. Cox gave apologies for this meeting.

The Chair closed the meeting at 21:10 PM.

Signed:

Date: