

**Minutes of the Measham Parish Council Meeting held on
Thursday 13th February 2014 at 7.00pm at the Board Room**

Questions from members of the public. – None

Cllr Manifold took the Chair.

Present: Cllrs Banton, Boothroyd, Pallett, Bricknell, Williams, Rogers, the Clerk, District Cllrs Neilson, Sgt Mark Watson, PBO Steve Harrison, Sarah Favell (NWLDC), 2 representatives from David Wilson Homes and 1 Parishioner.

17/14 Apologies – Councillors Summerfield, Williams and County Cllr Sheahan – accepted.
Cllr Bricknell read out a letter of resignation, he was thanked for all his work whilst on the Council. The Clerk was asked to inform the Returning Officer.

John Bricknell left the meeting.

18/14 Police Matters

**a) Report from Sgt Mark Watson on Policing Matters and Sarah Favell
Community Safety Team Leader (NWLDC**

Sarah Favell reported that Mcat was brought to their attention by JAG, a task group has been set up and quite a lot has been achieved; 4,000 leaflets, a video is being commissioned and they are supporting Leicestershire families and Youth Service enforcement.

Sgt Mark Watson reported that lots had been done over the last few months. 3 drugs warrants at peoples homes with drugs recovered on each occasion, the object is to reduce the problem and harm in the area.

10-20 Special constables have been out in the area on a Friday & Saturday evening carrying out shop & alcohol checks in the region of 70-80 people.

Work is being co-ordinated with the Impact Team and the Vibe Youth Bus.

One offender has recently been given a prison sentence.

Work within the local schools is to be started soon.

(b) To consider any matters that may be raised by the Police and members.

Speeding in the village, HGV's and speeding tractors was raised.

It was stated that tractors can go through the village but do have to abide by the speed limits. Speed checks have taken place on Atherstone Road but can look into doing more mainly during commuting times. HGV problems need to be reported by the email system.

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ANPR has been carried out in the local area and 80 vehicles were stopped, this is ongoing and can be refocused in Measham.

Motorbikes – PBO Harrison reported that signage which is an automatic first warning by passing it on motorbikes is in the process of going up on the Nature Trail, bikes can be taken from them at this point.

Office use has dropped at the Community Office, the possibility of using the Leisure Centre even if just for surgeries or a regular time to be there could be considered.

Stats for the last 30 days were: 1 garage burglary of fishing tackle, 4 thefts from motor vehicles where items were taken and 2 where stereos were stolen, 1 burglary dwelling keys to Audi A1 car taken, 1 industrial burglary on Westminster industrial estate.

There are a couple of incentives running at present, there are some leads for these offences and some arrests have been made.

The Youth Shelter is to be re-agendered for next month.

(c) Crimes reported by MPC since the last meeting – None.

Sgt Watson, PBO Harrison and Sarah Favell left the meeting.

19/14 Presentation from David Wilson Homes

Chloe Renner (Bidwells) & John Deakin (David Wilson Homes)

Plans for 77 houses off Atherstone Road were presented and an application will be submitted around April/May 2014. Members raised their concerns about flooding in the area. There is a public meeting to be held on 27.2.14 at St Laurences Church Hall.

Chloe Renner & John Deakin left the meeting.

Item No 7 of the Agenda was brought forward

20/14 Ward Members Report – from District Cllr Neilson

- Library Closure – A survey will be going out to the village regarding the possible closure.
- District Council Budget- The green waste charge has been dropped. The increase in car park charges has been dropped, One off Community Grant is remaining but being reviewed, Council Tax will not be increased, final recommendations for the electoral boundary change will be due on 25/02/14
- HS2 – NWLDC have submitted their response recommending for it to go through Derby.
- 64 High Street Development, Planning officers have been advised that if the application is recommended for approval it will be called in to committee.
- Waterside Development – Waiting for the developer to do something.

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- Withdrawal of the Core Strategy – Questions were asked what had happened. Cllr Neilson outlined what had happened and where the process is now, a local plan advisory committee is being set up.
Resolved: It was agreed to agenda Neighbourhood Planning for the next meeting.

Item no 22 of the Agenda was brought forward.

- 21/14 Joint Council Core Strategy (enclosed)**
To consider supporting a request for a full review of the Core Strategy process.
Resolved: It was decided to support the letter from Castle Donington PC.

Cllr Neilson left the meeting.

- 22/14 Declarations of Interest**
Non Pecuniary
 Cllr Williams - Item 20 CCTV Upgrade as Tom Rooney is married to his cousin.
 Cllr Manifold – Item 3 presentation from David Wilson Homes as he knows the person who is selling the land to DWH
 Cllr Rogers - Item 10 Planning Matters application for agricultural building at the Minorca site as he knows the person who owns the field opposite.

- 23/14 Confirm Minutes**
 To approve and adopt the minutes of the meeting of the Council held on Thursday 9th January 2014.
Resolved: Cllr Banton proposed and Cllr Boothroyd seconded that minutes of the Thursday 9th January 2014 are approved and accepted. All in favour.

- 24/14 Parish Clerk Report**
LRP Rural Parish Council event
 On Thursday 27th March 2014 LRP will be holding a free one-day training event for rural parish and town councils in Leicestershire. The event is being held in Melton Mowbray and will include a number of specialist trainers and facilitators from across the country speaking on matters designed to assist local councils become more effective in addressing rural issues. The event is being run by LRALC and is fully funded by the Leicestershire Rural Partnership, enabling it to be run for free. The event will run from 09.30-16.30 and lunch is included; this event has limited capacity (initially two delegates per council) and places are filling up fast.

Specialist LRALC training - An introduction to Employment Law for Parish Councils – 13th March 2014
 LRALC are receiving an increasing number of employment related queries from councils, and this course is designed to equip delegates with knowledge of employment law as it

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relates to local councils as employers. It is designed for councils with one employee on a few hours a week through to councils with a number of employees.

Facilitated by Chris Moses, MD, Personnel Advice and Solutions Ltd this half day session will cover the following:

- Putting a recruitment campaign together, including job adverts, application forms, interview questions and selection process.
- Checklist for inducting a new Employee, including health and safety requirements.
- Issuing the right contract, such as permanent, part time, fixed term / casual, zero hours and self employed.
- Calculating holiday entitlements.
- Managing Sickness and Sick Pay.
- Addressing Grievance and Discipline issues.
- Appraisals.
- Terminating employment and notice entitlements.

The course is for both clerks and councillors who wish to know more about the law as it applies to employers. We would recommend that as a minimum a representative from the council as the employer attends (i.e. a councillor). The cost is £35 per delegate.

Risk Management & Internal Audit 18th March 1-4pm

Are you risk-ready for Localism? Understanding your risks and how to manage them will be critical to helping you to successfully deliver services under the new powers that the Localism Act brings.

Local councils need assurance about their governance arrangements. Two key parts of the governance framework are effective risk management and robust internal audit arrangements.

A training session has been put together by Rosanne Fleming, a Risk Management and Internal Audit specialist, to provide LRALC Members with:

An introduction to Risk Management, understanding what risk management is;
Why getting it right is important to Local Councils now and in the future;
De-mystifying the jargon; identifying what your main risks are likely to be; and how to assess record and manage them.

An overview of Internal Audit, what its role is; do you really need it?

How it differs from External Audit requirements;

How it can provide independent and objective assurance on current activities;

Providing advice and assistance on new projects and activities.

The purpose of the training session is to develop Members' understanding of governance arrangements and provide an opportunity to explore the needs of Local Councils in terms of the level of assurance you may currently require.

It will also give food for thought as to what assurance and risk management arrangements might be required if you venture into delivering new and different services.

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Rosanne Fleming is the Managing Director of Greenbiro Audit Services and has 15 years of local government experience in internal audit and risk management. She has also worked with a number of local councils to develop their internal audit plans and their risk management arrangements.

COSTS:

£35 per delegate

Parish Liaison Meeting

Parish Clerks and Councillors are invited to attend the next North West Leicestershire Parish Liaison Meeting on Wednesday 5th March, 5.00pm-7.30pm in the Council Chamber, NWLDC, Council Offices, Coalville, Leics LE67 3FJ.

The meeting agenda will focus on the Council's future approach to the Core Strategy and other planning policy and planning enforcement issues. The meeting will be attended by Christine Fisher (Chief Executive) and Malcolm Sharp (Planning Consultant),

The meeting has been scheduled in response to a request from a number of Parish Councils following a meeting on 16 January of North West Leicestershire Parish Councils. If you wish for other items to be considered for the agenda please send your suggestions by email by Friday 14 February, to enable the final agenda to be circulated w/c 24 February.

The meeting is open to all Clerks and Councillors. Initially the invitation is limited to two places per Parish or Town Council.

We have two places booked as Colin was going to attend but is now unable to, if someone would like to go in his place.

Good Neighbour Schemes of Leicestershire & Rutland

On Tuesday 11th March 2014 at 5:45pm -9.00pm, The Coplow Centre, Uppingham Road, Billesdon, Leicester LE7 9AR

Parish Councils, Community groups and volunteers from Leicestershire and Rutland are invited to attend this Good Neighbour Scheme event which will see representatives from all the existing Schemes of Leicestershire and Rutland networking with colleagues, the local authority and other supporting agencies and to promote the Good Neighbour Schemes initiative to representatives from other interested communities.

This Free event will also include a buffet and market stall of agencies and organisations providing useful information, followed by a short presentation and then some practical workshops around setting up and operating Good Neighbour Schemes, including safeguarding, insurance, funding and sustainability.

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The event provides an opportunity to learn more about Good Neighbour Schemes and their valued contribution to communities as well as an opportunity to share good practice.

Booking Essential: on line via <http://www.ruralcc.org.uk/event-bookings.html>

For further information contact John Preston on 0116 268 9707 or email jpreston@ruralcc.org.uk

Annual Parish Meeting

Church Hall has been booked for Tuesday 13th May. What format this year and if inviting groups who would members like to see attending?

Geraint Jones Civic Service

Sunday 16th March 3pm at St Helens Church, Ashby De La Zouch.

Resolved: Cllr Manifold to attend.

Green Footprint Awards

I have nominated the Measham Litter Pickers collectively for a Green Footprint Award; this includes the Love Measham Group, DE12 SK8, Community Litter Pickers and others.

Civic Dinner and Awards

The Chairman of the Council, Cllr Geraint Jones would like to invite Parish and Town Councils to join him at his Civic Dinner and Awards evening on Friday 4 April at Radisson Blu East Midlands Airport.

Measham Library

As you are aware from the press there is a possibility that the Parish Council is asked to take on the Measham Library Service. Whilst we haven't been formally approached I would recommend if members are happy that the matter is placed on next month's agenda and in the mean time I find out more information about what the proposals would entail including costs etc.

Resolved: It was agreed to agenda the item for discussion at the next meeting.

Parish Representative on the Audit and Governance Committee

There are currently 3 vacancies for parish councillors to act as Parish Representatives in the Audit and Governance Committee at NWLDC. Details attached. Expressions of interest are needed by tomorrow.

Quiz Night at the Youth Club

22nd March 7.30pm, teams of 4 £10. Buffet included, raffle prize donations welcomed.

Community Office Statement

I write to inform you of my decision to put the building known as The Community Office up for sale. I have also forwarded Dawn a press release for the Measham Messenger. Copy below.

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As I personally own the building I have now decided, all things taken into consideration that now is the time for me to dispose of the property.

Dawn has all the information that you need to know at this present time and will hopefully explain to you the main reasons for my decision. I am willing to explain everything to you personally if you wish me to attend a Parish Council meeting, but I will assume that you will want to discuss the matter between yourselves first.

I apologise if some of the information has reached the public domain before you have been officially notified this was not intended. As you will hopefully understand I have been speaking to valuer's and estate agents for some time prior to making my decision.

I trust that this information will be satisfactory for the time being. I am hoping that I will have your continued support and co-operation until we can work on a mutual outcome for everyone.

Best Regards
Gloria Johnson
Manager - Measham Community Office.

Annual Leave

I will be on annual leave 18th-23rd Feb.

25/14 Report from Groups and Working Parties (for information only)

Christmas@Measham – Notes from the meeting held on 28/01/14 were read. (as attached). Date of next meeting is 17/09/2014 at 6pm at Measham Vicarage.

AB Produce – An email was read following the meeting that stated that AB Produce do intend to improve the work they carry out on site and will look at the lagoons with a view to removing them altogether, this would probably take 2 years to complete. Further meeting will be held date to be confirmed.

Riverview Brook Clean Up – 18.12.14 meet at 10am

26/14 Financial Matters

Statements as at 9th January 2014

- (a) To authorise the invoices for the previous month** - Cllr Banton proposed and Cllr Manifold seconded payment of invoices. All in Favour.
- (b) Financial Summary** – to information only.
- (c) Bank Reconciliation** – for information only
- (d) Request for funding Impact Team Awareness Fun Day - £200**
Resolved: Cllr Manifold proposed and Cllr Rogers seconded that £200 be paid for the Impact Team Awareness Fun Day. All in favour.
- (e) Trade Refuse**
To consider changing the trade refuse collection to NWLDC

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Resolved: It was agreed to remain with Rainbow Waste and monitor price increases.

(f) Interim Report from Auditor

Resolved: The Interim report was accepted and attached.

27/14 Planning Matters

Proposed change of use of retail unit and offices to four residential dwellings. 64 High Street, Measham

MPC object to the planning application on the following grounds: the access onto the High Street is unsatisfactory, there is insufficient parking provision of dwellings, concerns about access for the construction/alteration of the properties for vehicles and materials and the proposals are not in conformance with the conservation area.

Development of an agricultural building for the storing of grain and maintenance of farm machinery. Land of Bosworth Road (Minorca Site)

No Objections

Decisions made by NWLDC

Erection of a detached two storey dwelling and detached garage. 107 Bosworth Road, Measham

Planning Permission

Erection of first floor side extension, York House, York Close, Measham.

Planning Permission

Provision of external wall insulation at 19 Chapel Street, Measham.

Planning Permission

Erection of single storey extension at 4 Ibstock Cottages, Horses Lane, Measham.

Planning Permission

Two storey side extension and external alterations at Red Bank Farm, Atherstone Road, Measham.

Planning Permission

28/14 Correspondence

1. Timebanking in Leicestershire Newsletter
2. RCC – News Bulletin Jan 20th 2014
3. Clerks & Councils Direct – January Issue
4. LRALC – Newsletter December 2013

29/14 Highway Issues (for information only)

To report any Highway Issues and update on previous matters raised.

Resolved: Cllr Manifold and the Clerk met with Tony Archer to look at the potholes and raised iron works at Leicester Road, there are a number of items that will be repaired.

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- 30/14 Atherstone Road Speeding**
Update on Community Speed Watch Programme.
No further update.
- 31/14 Proposal amendment to Standing Orders to include rotating Chairmanship and Vice-Chairman Annually.**
Resolved: It was agreed to leave the system as it is.
- 32/14 National Recognition Awards (SB)**
Resolved: Cllrs Manifold and Boothroyd would look into making a nomination.
- 33/14 Cigarette Litter**
To consider taking part in an NWLDC pilot stencil scheme to target cigarette litter.
Resolved: It was decided to take part in the pilot scheme.
- 34/14 Closure of Consecrated Section of the Cemetery to New Burials**
Agreement to close the Consecrated section of the cemetery to burials for those other than already purchased, re-open or ashes within existing plots.
Resolved: It was agreed that no new burials other than already purchased, re-open or ashes within existing plots would take place.
- 35/14 Bench and Bin at Riverway Corner**
To consider whether to relocate or renovate the bin and bench at Riverway Corner.
Resolved: The bin is to be kept and accept a new bench if funding is available from Kier, the old bench to be resited at Rosebank Gardens.
- 36/14 Future Facilities Model and Consultation Work with RCC**
To discuss the possibility of compiling a document outlining the future recreational, sporting and cultural requirements for the village.
Resolved: It was agreed to see what the RCC Consultation will involve.
- 37/14 CCTV System Upgrade**
To update on the proposed upgrade to the CCTV system.
Resolved: With the uncertainty of the Community Office it was decided to leave that system alone but refurbish the one at Bradford's and a new one be placed at DG Business Machines.
- 38/14 Trees at Bosworth Road Recreation Ground**
To update on issues with trees within Bosworth Road recreation ground.
Resolved: No further action is to be taken on the trees at the dog walk.
- 39/14 Current Consultations**
None received.
- 40/14 Date of Next Meeting**
Thursday 13th March 2014.

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The proposed date of Thursday 13th March 2014 at 7.00pm at The Boardroom was accepted.

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