

MEDBOURNE PARISH COUNCIL

Minutes of Meeting

held on Wednesday 3 July 2024

in Medbourne Village Hall

Present : Parish Councillors Kendall, Easton, Wooton and Delaney

Also present: Parish Clerk + 1 member of the public

1271.0 **APOLOGIES FOR ABSENCE**

Cllr Burrows, Cllr Rickman (HDC)

1272.0 **DECLARATIONS OF INTEREST**

None

1273.0 **REQUESTS FOR DISPENSATION**

None

1274.0 **MINUTES OF PARISH COUNCIL MEETING** (held 5 June 2024)

1274.1 The minutes for 5 June 2024 were agreed, with the amendment that the meeting was held in the Village Hall, not the Church.

1274.2 Action points from 5 June 2024 (see sheet)

All actions had been undertaken with the exception of the following :

- the cheque to Eon is yet to be issued, whilst the work to the replacement lamp PL4 is being checked;
- the proposed Terms of Reference for the garage-site will be brought to a future meeting;
- details have yet to be obtained from LRALC on availability of future '.gov.uk' emails and insurance providers;

1275.0 **PUBLIC REPRESENTATIONS**

1275.1 Discussion was held on general volunteer input to parish affairs, and it was agreed to purchase a hand-held 'litter picker' to assist volunteer work.

ACT : CllrW

1276.0 **CLERK & COUNCILLORS REPORTS**

1276.1 Replacement street lighting and lighting charges : a grant application has been submitted to HDC for £8000, which will require 10% matched funding from the Parish Council, if successful; the PC has commenced a dialogue with the grid provider on adjustments to estimates on future consumption from lighting in the parish.

ACT : CllrD/MF

- 1276.2 £250 has been offered from Recycle Force towards costs of the insurance claim for the PL4 – MF will send bank details **ACT : MF**
- 1276.3 The proposed ford repairs could commence on 8 July if confirmation has been given by the Environment Agency.
- 1276.4 It was noted that it could be possible to acquire the ex-garage site for a nominal fee. MF to draft a request to Platform Housing. **ACT : MF**
- 1276.5 Acknowledgement of the submission of the AGAR return 2023-24 has been received from Moore UK (the external auditors).
- 1276.6 Mercia Rivers Trust – it was noted that the Trust’s contact had changed who met with Cllr D and a member of parish separately to explore the brook and the sports club facilities, with a view to a future educative focus taking place in the future. It was agreed to contact the Citizen Science group in the Trust, to discuss possible improvements / enhancements to the waterway’s environment. **ACT : CllrK**
- 1276.7 A Letter of Engagement has been issued to Shaun Buzzard Construction Limited to undertake construction of the new footpath. A copy of the associated risk assessment on is held on file.
- 1276.8 It was agreed to draft a noted to the donors offering support to meet the costs of the footpath on how the PC’s Financial Regulations will need to be followed and enable future VAT to be reclaimed **ACT :MF**
- 1276.9 A meeting will be held with Richard Hammond (MPC solicitor) on 4 July to look over copies of the PC’s title deeds and associated particulars.
- 1277.0 TO RECEIVE REPORTS ON THE FOLLOWING MATTERS:**
- 1277.1 **Village Hall**
- it was noted that the recent ‘Open Gardens’ day raised £6000
 - the kitchen improvement works will commence next week
- 1277.2 **MEFT**
- it is proving difficult to find a contractor to do remedial work
 - quotes are being obtained to assess future goals and plan of action
 - safeguarding policies under revision
 - an application is being drafted to Medbourne Charities Fund
 - assessments are under way to widen gates and increase accessibility
- 1277.3 **Sports Club**
- it was agreed that Cllr E will be the future MPC representative

1278.0 TO CONSIDER AND COMMENT ON PLANNING MATTERS

1278.1 Applications to HDC:

1278.1.1. Ref. No: 24/00634/LBC (10 Main Street Medbourne)
Repair of the garage roof with like for like materials and the installation of a heritage grill on the front elevation

It was agreed there was no objection to this application.

1278.1.2 Ref. No: 24/00674/FUL (25 Main Street Medbourne) *and*
Ref. No: 24/00675/LBC (25 Main Street Medbourne)
Installation of replacement windows to ground and first floor

It was agreed there were no objections to these two applications.

1278.2 Other planning matters:

1278.2.1 Hereward Homes are progressing actions and considering HDC's comments on the site development of 5 homes, in accord with N P.

1278.2.2 The PC may be part of local panel approach on future applicants to the 4 'affordable homes' required from current 15-unit development.

1278.2.3 Any next consideration to the ongoing nature of the Neighbourhood Plan will take place after the national elections.

1279.0 TO NOTE CORRESPONDENCE RECEIVED

1279.1 An invitation has been received from Leicestershire Police to attend the Intercultural Event on 29th August 2024. Cllr W or Cllr K to attend and will be confirmed. **ACT : CllrK**

1280.0 MPC 2024-25 BUDGET

1280.1 **The following payments were approved for July 2024 :**

- M Field (salary for July) : **£238.04**
- M Field (postage expenses) : **£13.35**
- Locality (repayment of grant underspend (ref COF-PAC-0269): **£5910.00**
- Parish of Six Saints (community grant) : **£200.00**
- Autela Payroll (payroll services Apr - July) : **£81.86**
- Npower Commercial Gas Limited (electricity supply) : **£955.72**

1280.2 **Bank reconciliations to 31 May 2024**

Reconciliation of all accounts had been circulated before the meeting.

1281.0 **REVISED MPC FINANCIAL REGULATIONS**

1281.1 The revised MPC Financial Regulations policy had been circulated and was approved. A copy will be placed on the MPC website. **ACT : MF**

1282.0 **20240-25 PC POLICY UPDATES**

1282.1 Reviews of the following MPC policies had been circulated:

- Code of Conduct
- Community Grants
- Complaints
- Data Protection
- Equality and Diversity
- Freedom of Information
- Press and Media
- Standing Orders

All revisions were approved and will be placed on the MPC website.

1282.2 An amendment was noted as required to the Safeguarding Policy, that the previous reference to Cllr Caffrey is deleted and substituted by a current Councillor. Cllr Burrows was proposed, and final appointment will be confirmed in due course. **ACT : MF**

1283.0 **GRANT APPLICATIONS** (None submitted to this meeting)

1284.0 **QUESTIONS TO THE CHAIR**

1284.1 The prospect was raised of rearranging a visit from the 'community safety vehicle from Leicestershire Police. **ACT : CllrK**

1284.2 CllrW noted she is trying to ascertain details on when the licence for the new 'gates' by Paynes Lane will be issued **ACT : CllrW**

1285.0 **ITEMS OF REPAIRS AND MAINTENANCE**

1285.1 Damage to the 'village gateway' on Hallaton Road needs to be reported. **ACT : Cllrk/CllrB**

1285.2 The gate Telephone exchange has been damaged and reported to BT.

1285.3 A broken pipe has been identified to Highways by Hereward Homes.

1285.4 Roadside signage is being repaired at Main St / Drayton Road junction

1286.0 **COUNCIL TRAINING AND RESOURCES**

1286.1 MF attended an on-line webinar on the new Financial Regulations.

1287.0 **ITEMS FOR NEXT AGENDA**

- Review of Website Policy
- Review of Safeguarding Policy
- NP matters

DATE OF NEXT MEETING:

Wednesday 4 September 2024, 7.15 pm, Medbourne Village Hall