

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON THURSDAY 20 NOVEMBER 2014
AT THE VILLAGE HALL, STATION ROAD, BROUGHTON ASTLEY**

PRESENT: Councillors J Bateman, P Dann, S Hendy, S Oliver, S Page, C Porter, and M Swinfen.

Also present: County Councillor Bill Liquorish and Debbie Barber (Deputy Clerk)

Clerk: Mrs C M Lord – Parish Manager

929 **1. APOLOGIES**

Apologies were received and accepted from Councillors G Brown, C Grafton-Reed (Chairman), C Evans, C Golding, and R Tomlin.

In the absence of the Chairman of the Parish Council, the Vice-Chairman, Councillor Colin Porter took the Chair for the meeting.

930 **2. DECLARATIONS OF MEMBERS' INTERESTS AND REQUESTS FOR DISPENSATIONS**

None given.

931 **3. MINUTES OF THE PARISH COUNCIL MEETING – 16 OCTOBER 2014**

Councillor Bateman moved and Councillor Hendy seconded confirmation and adoption of the Minutes of the Parish Council meeting held on 16 October 2014.

932 **4. PROGRESS AGAINST OUTANDING RESOLUTIONS**

A report of progress in completing Parish Council resolutions was presented and updates were provided on the progress against resolutions:

PC900: Councillor Dann confirmed that the proposed improvements to the village centre car park would go ahead in the New Year.

PC915: The proposed Policy for the provision of grant funding will be provided to Administration and Finance committee for consideration at their meeting on 5 February 2015.

PC924: The Parish Council has been informed that Foundation Award status will be granted from January 2015.

933 **5. CHAIRMANS TIME**

The Vice-Chairman updated Members on the following items of interest:

Bar Licence

The Vice-Chairman requested Members to note that Item 16 of the Agenda was to have been to open any Tenders received in respect of the provision of an occasional bar at the Village Hall. Unfortunately despite letters sent to every licensee in the village, advertisements in the Swift Flash, on the website and the Noticeboard no Tenders have been received.

He informed the meeting that the previous licensee has agreed to continue to provide occasional bars (where possible) until a resolution is made on the future of the bar provision at the Village Hall.

A report on future options will be provided for consideration at the next meeting.

2015 Elections

The Vice-Chairman informed the meeting that the drive to encourage more candidates to stand

at the local elections and to encourage people to vote had started at both national and county level, with examples of good practice are being circulated already. Members may recall that prior to the last local elections the Parish Council promoted local democracy in Broughton Matters, and an open day event.

He stressed the importance of Councillors being elected rather than co-opted to serve on the Parish Council, and asked that they should please provide ideas for promoting next year's elections to the Parish Manager as soon as possible. Also – that if any Member does decide that they are not going to stand for re-election in May 2015 please could they inform the Chairman or the Parish Manager to enable recruitment to be targeted in the Ward?

Christmas Carol Concert

The Vice-Chairman reminded the meeting that this year's Carol Concert is due to take place on Friday 12 December He requested that if any Member wished to donate a raffle prize, these should be provided to the Parish Office by Thursday 11 December.

Neighbourhood Plan Delivery

Lastly the Vice- Chairman issued a reminder that the next meeting of the Neighbourhood Plan Delivery and Monitoring Group will take place on Thursday 4 December at 7.00pm in the Astley Room.

934 6. PUBLIC FORUM

The Chairman suspended the normal business of the Council at 7.40pm. No members of the public were present, therefore normal business re-opened at 7.40pm.

935 7. REPORTS FROM REPRESENTATIVE ON OUTSIDE BODIES

None presented.

936 8. DISTRICT COUNCILLORS REPORTS

Councillor Liquorish

- Councillor Liquorish reported that the Highways Forum had received reports on the future provision of weed spraying operations, winter maintenance programmes (including grit bins) handling of complaints of overhanging vegetation and improved performance in respect of gully emptying. Copies of the reports were provided for the Parish Manager.
- The updated report on the provision of the Zebra Crossing on Station Road has not yet been issued. It is expected within 6 weeks from the meeting which took place in mid-October.

At district level:

- A briefing on the management of Anti-Social behaviour in the district has been provided for HDC Members. Copies of the presentation notes and updated contact details have been provided for the parish Manager to circulate to BAPC Members.
- A presentation on the proposed expansion of Magna Park to the north towards Bitteswell has been provided by Gazeley Properties. The expansion includes proposals more units, a rail link to DIRFT at Crick, and a new Logistics College is expected to bring around 6,000 new jobs to the area.

Councillor Dann

- An event aimed at providing more information about local government and democracy for prospective Councillors is being held at HDC on 25 November.
- The new HDC website has been launched, and any feedback would be appreciated by officers.
- The Council is busy with budget preparation at present; to ensure that services can be provided in a financially sustainable way.

Question to District Councillors

This document is also available in large print.

Councillor Hendy asked if there had been any response from HDC to the question posed by Councillor Oliver, as to why planning enquiries relating to Broughton Astley are held in Market Harborough.

Councillor Dann responded that he believed Councillor Graves was seeking the response, and that he would report back in due course.

937 **9. MINUTES OF THE ADMINISTRATION AND FINANCE COMMITTEE**

Councillor Porter moved and Councillor Page seconded confirmation and adoption of the minutes of the Administration and Finance Committee held on 6 November 2014.

938 Councillor Dann expressed his concern that there had been an attempt to pre-empt a Parish Council resolution by the circulation of an email requesting support for the use of the Village Hall for a community fund-raising event at no cost.

The Parish Manager assured Councillor Dann that this was an exceptional circumstance, where a decision was needed quickly, but that it would not occur again.

Minute 17.14 – Review of Capital Expenditure, Investments and Loans

In relation to recommendations made by the Administration and Finance Committee that the Parish Council should consider whether to re-invest the £187,258 earmarked for the purchase of land for recreational and leisure use, or to use the earmarked reserve to pay off the outstanding loans of around £92,000 (plus early redemption charges); a debate was held on the issue.

Using the draft budget spreadsheet Members considered the options and the effect that this would have on the Precept next year. They observed that in paying off the loan the Precept would be artificially lowered for a period of one year, and that this might present the Parish Council with financial difficulties should the Precept be capped in this of future years.

Councillor Bateman therefore proposed that the £187,258 earmarked for the purchase of land for recreational and leisure use should be re-invested for a further period, the length of which to be considered by Administration and Finance Committee at their meeting on 5 February 2015. Councillor Dann seconded the proposal, and on a show of hands all Members were in agreement.

939 **RESOLVED:**

1. That the £4,000 capital allocated for the refurbishment of The Cottage not yet spent, should be transferred to earmarked reserved for spending in 2015/16 if is not possible during the present financial year.
2. That £2,500 should be allocated in capital expenditure during 2015/16 for the upgrading of the computers in the Parish Office, whether with desktop or laptops to be decided at a later date.
3. That the cost of providing an 'automatic' public toilet at the Recreation Ground should be investigated prior to the Precept submission.
4. That the Parish Council should re-invest the £187,258 earmarked for the purchase of land for recreational and leisure usage for a further period, the length of which to be considered by Administration and Finance Committee at their meeting on 5 February 2015.

Minute 18.14 – Appointment of Internal Auditor 2014-15

940 **RESOLVED:**

1. That based on previous experience and overall level of support offered, Green Biro is appointed as the Parish Council Internal Auditors for the year 2014/15.
2. That Green Biro is commissioned to undertake a maximum of 2 additional risk based audits during the present financial year, with Staff and Councillor Training being the priority.

3. That the appointment is reviewed once the Annual Return Internal Audit is complete in June 2015.

Minute 19.14 – Review of Risk Management Policy and Strategy

941 **RESOLVED:**

1. That following the review undertaken by the Administration and Finance Committee the Risk Management Strategy and Policy Statement, the Corporate Governance Internal Controls and the revised Risk Management Register should be adopted by the Parish Council.
2. That the Risk Register should be reviewed on an annual basis at the same time as the newly adopted Business Continuity Plan.

Minute 20.14 – Review of Corporate Plan priorities

942 **RESOLVED:**

1. That the Corporate Priorities identified in the Corporate Plan 2014 -2019 should be adopted by the Parish Council.
2. That an additional action '*a programme for the replacement of playground equipment to ensure that it is safe and suitable for its users*' should be added to the action plan against Priority 3.

943 **10. SCHEDULE OF PAYMENTS FOR THE PERIOD TO THE END OF OCTOBER 2014**

The Parish Manager presented the schedule of payments made for the period from 1 - 31 October 2014. Following explanations concerning the description of a number of payments, the schedule of payments were received and accepted unanimously.

944 **11. FINANCIAL STATEMENTS FOR THE PERIOD TO THE END OF OCTOBER 2014**

The Parish Manager presented the financial statements for the period ending 31 October 2014. Members observed that income and expenditure was generally in line of the financial year, and that there were no concerns over outstanding debts or payments at the present time.

12. PRE-BUDGET AND DRAFT PRECEPT REPORTS

The Members considered a report prepared to summarise the Parish Councils financial position and to alert them to any significant changes to the proposed budgets for 2015/16.

They noted that there was likely to be a significant decrease in income due to falling casual Village Hall bookings and a rise in expenditure over several budgets.

They discussed various capital projects which could be undertaken and also the need to allocate funding for the delivery of the Neighbourhood Plan. Members requested that an estimate for the repair of the existing Speed Camera should be presented, before the purchase of a new one could be considered. Members agreed that the report provided a good 'bare bones' background to take to the Precept setting meeting on 20 December, when the amount of grant to be allocated by Harborough District Council will be known.

The Parish Manager advised that this forthcoming year could be the last when the Council Tax grant is payable, and in future year the Precept may be capped; therefore the Parish Council should think carefully before reducing the Precept.

Councillor Dann proposed that all Members should consider the report thoroughly and provide the Parish Manager with any identified projects, comments and suggestions for these to be included with the Agenda papers for the next meeting, when the Precept will be set. He also requested the Parish Manager to identify specific budgets where savings could be made.

Councillor Hendy seconded the proposal. On a show of hands all Members agreed.

The Vice-Chairman thanked the Parish Manager for her work on the preparation on the draft precept report.

945 **RESOLVED:**

1. That all Members should consider the Pre-Budget report thoroughly and provide the

Parish Manager with any identified projects, comments and suggestions for these to be included with the Agenda papers for the next meeting, when the Precept will be set.

2. That the Parish Manager to identify specific budgets where savings could be made.

946 **13. MINUTES OF THE PLANNING AND LICENSING COMMITTEE**

The Members received the minutes of the Planning and Licensing Committees held on 20 October and 3 November 2014; and noted the schedule of planning decisions made since the Parish Council meeting on 16 October 2014.

The Chairman thanked the Members of the Committee for their continuing hard work on the deliberation of planning applications.

947 **14. MINUTES OF THE NEIGHBOURHOOD PLAN DELIVERY AND MONITORING GROUP**

Councillor Hendy moved and Councillor Porter seconded confirmation and adoption of the minutes of the Neighbourhood Plan Delivery and Monitoring Group held on 30 October 2014.

Minute 14.32 – Valuation of land

948 **RESOLVED: That Councillor Porter engages a suitable Land Valuer in order to undertake an independent valuation of the plot of land on Frolesworth Road, prior to approaching the Diocese Land Agent; and informs the Parish Manager of the cost of the valuation to enable a purchase order to be raised.**

A brief discussion was held in relation to Minute 14.33 (provision of TECC Sports Hall). Concerns were raised that its construction would reduce the viability of the new Community Leisure Centre. Members agreed however, that the hall was required in order for TECC to pursue its ambition to provide better facilities for its students, and that the Parish Council should pursue its own ambitions for the wider community.

15. APPLICATION FOR GRANT FUNDING

Members considered a request for £1,500 in grant funding which had been submitted on behalf of Broughton Alive, in respect of the organisation of the annual Christmas Fayre and Lights Switch On.

Councillor Bateman proposed that the application should be granted, and Councillor Swinfen seconded the proposal. On a show of hands all Members supported the proposal.

949 **RESOLVED:**

That Broughton Alive should be granted £1,500 in respect of the cost of organising the Christmas Fayre under the provisions of the General Power of Competence (Localism Act 2011).

16. TENDERS FOR THE PROVISION OF AN OCCASIONAL BAR AT THE VILLAGE HALL

In view of the fact that no Tenders for the provision of an occasional bar at the Village Hall had been received, Members requested that the Parish Manager should provide a further report of the options open to the Parish Council at the next meeting.

950 **NOTED: That a further report on the provision of a bar at the Village Hall should be provided for consideration at the next meeting.**

17. COMMUNITY SAFETY PRIORITIES FOR 2015

Members considered the list of the proposed priorities for the New Community Safety Plan issued for consultation by the Harborough District Community Safety Partnership. They agreed that priorities should be focused on the issues that can be combated directly by the Police, in the context of the generic areas of Acquisitive Crime, Anti-Social Behaviour and Drugs and Alcohol issues.

Councillor Bateman proposed that the Parish Council should respond to the consultation on the

proposed priorities for the New Community Safety Plan stating that the Parish Council considers that the generic areas of Acquisitive Crime, Anti-Social Behaviour and Drugs and Alcohol should be the priorities. The proposal was seconded by Councillor Hendy and on a show of hands all Members were in support.

951 **RESOLVED:**
That the Parish Council should respond to the consultation on the proposed priorities for the New Community Safety Plan stating that the Parish Council considers that the generic areas of Acquisitive Crime, Anti-Social Behaviour and Drugs and Alcohol should be the priorities.

952 **18. MEMBERS' MOTIONS FOR NEXT PARISH COUNCIL MEETING**
None received.

The meeting closed at 8.30pm

Minutes approved and accepted as correct

..... Chairman

Dated