

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD ON TUESDAY 27 JANUARY 2011  
AT THE VILLAGE HALL, STATION ROAD, BROUGHTON ASTLEY**

**PRESENT:** Councillors N D Bannister, R H Capewell, A J Rowe, P Dann, C Evans, S Page, L Blockley, Miss J Gamble, P Whiffin, C Porter, D G Brown, J Bateman, M Stell and R Patrick

Also present: County Councillor Bill Liquorish, District Councillor Mark Graves and Mr and Mrs Robinson, residents of Broughton Astley.

1314 **1. APPOINTMENT OF CHAIRMAN**

In the absence of both the Chairman and Vice-Chairman of the Parish Council the Parish Manager requested nominations for a Chair for the meeting.

Councillor Dann nominated Councillor Bannister. The nomination was seconded by Councillor Gamble. There were no other nominations.

Councillor Bannister took their Chair for meeting.

1315 **2. APOLOGIES**

Apologies were tendered and accepted from C Golding (Chairman), C Grafton-Reed (Vice-Chairman).

Prior to the commencement of the meeting Councillor Bannister welcomed Councillor Jon Bateman to his first full meeting of the Parish Council.

1316 **3. DECLARATIONS OF MEMBERS' INTERESTS**

None received.

1317 **4. MINUTES OF THE PARISH COUNCIL MEETING 16 DECEMBER 2010**

Councillor Rowe moved and Councillor Capewell seconded confirmation and adoption of the Minutes of the Parish Council meeting held on 16 December 2010 which except for a correction on page 264 [Millbrook School should read Hallbrook School] were approved and accepted unanimously.

1318 **5. PROGRESS AGAINST PARISH COUNCIL RESOLUTIONS**

A report of progress in completing Parish Council resolutions was presented to the meeting. The report was accepted without issue.

1319 **6. CHAIRMAN'S TIME**

Councillor Bannister informed the meeting that as a result of an Elections Workshop held at Ansty Parish Council recently the Parish Manager had produced a process guidance note for current Members. A copy was provided for all Members present.

Councillor Bannister relayed a message on behalf of the Chairman of the Parish Council regarding the need for Members to be well prepared and involved at meetings. Whilst it is appreciated that all Council work is undertaken on a voluntary basis, Councillor Bannister reiterated that all the Committees played an important part in ensuring the efficiency and good management of the Parish Council and that in order to play their part Members should find time to read to papers prior to any meeting.

### **Part-time lighting scheme**

Councillor Bannister informed that meeting that the Parish Manager has been told that the part-time street lighting scheme for Broughton Astley will not now commence until at least April 2011. The Parish Council will be provided with a plan of the Approved Scheme shortly.

### **Proposed Zebra Crossing – Station Road**

Leicestershire County Council has begun the design and consultation process which would allow the installation of the zebra crossing to take place within the 2011-12 financial year; subject to funding from its Capital Programme.

### **Staff News**

The Members were informed Parish Council's Premises and Maintenance Supervisor is due to have surgery on a recurring knee problem the next morning. He is likely to be off work for around a fortnight, and whilst a proportion of his work can be undertaken by Nick, Members were asked to bare in mind that some routine tasks may be postponed for a short while.

1320

## **7. PUBLIC FORUM**

### **Public Forum opened at 7.44pm**

Mr Robinson questioned the level of response received to the 'Have Your Say on Spending' article published in Broughton Matters. The Parish Manager confirmed that only 52 residents have responded to the survey, which had also been published on the Parish Councils website. She said that whilst this was disappointing, these views were considered by Executive Committee in the budget setting process.

Mr Robinson questioned the level of spending for new computers for the Parish Council office which had been approved at the last Parish Council meeting. The Parish Manager explained that the 2 of the 3 computers had stopping working due to the insufficient capacity on the aged server (purchased around 2003) The £5,000 allocated for this purpose was to replace the server and the 3 workstations and associated software required. The old monitors purchased in 2006 would not be replaced at this time.

Mr Graves questioned the use of the new 'buggy canopy' for the Village Hall. He was concerned that small babies would have to be left outside. The Parish Manager reiterated that although the Parish Council's policy was not ensure that pushchairs were not allowed to be left in the foyer because of the risk of hampering evacuation in case of a fire; she explained that parents and carers were not expected to leave their babies outside and alternative options were always considered; for example placing the pushchair on the stage or using a travel seat inside only.

### **Public Forum closed at 7.49pm**

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## **8. COUNTY COUNCILLORS' REPORT**

Councillor Liguorish informed the meeting that he had been involved in the Adult Social Care Scrutiny Committee examining the future of the service which fortunately would continue to be funded. He was also involved in the plans to migrate responsibility for local healthcare services from the PCT to the County Council in conjunction with GP Consortiums.

Councillor Liguorish said that the County Council were also examining the implications of

the forthcoming Localism Bill which will streamline the planning system.

1322 **9. DISTRICT COUNCILLORS' REPORTS**

*Councillor Liquorish*

Councillor Liquorish said that he had attended the recent Annual Parish Liaison meeting where the Parish Councils were informed of the District Councils budget cuts of £1.4m in 2 years. He reiterated that Harborough District Council was examining several ways of partnership working to save money and increase efficiency including Benefits administration and in the LDF process.

The final budgets will be announced on 24 February 2011.

*Councillor Graves*

Councillor Graves informed the meeting that he had been actively involved in supporting the local residents objections to the Crowfoot Way Development. As a result of a well attended public meeting over 130 residents formal objections to the development had been made. The main concerns were over increased traffic and further development of the site. He said that he had registered both personal and prejudicial interest in order that he might be able to advise the residents.

Councillor Graves explained that he was also working closely with both Hallbrook School and the local Police in order to stop parents from dangerous and illegal parking on zigzags outside the school.

*Councillor Dann*

Councillor Dann reminded the meeting that he had been asked to pursue an outstanding resolution in respect to training for Members. As a result the District Councils Training Officer had discussed the provision of a joint 'on-line' training package for Parish Council Members, particularly in respect of Risk and Asset Management.

He reported that he had attended the recent Annual Parish Liaison Meeting with Councillor Porter and the Parish Manager, and that a short written report had been circulated for Members.

Councillor Dann reiterated Councillor Liquorish's comments in respect of the budget cuts being considered by Harborough District Council, saying that they had now been passed to the Scrutiny committees for examination before being approved by Council on 24 February 2011.

1323 **Questions to District Councillors**

Councillor Porter informed Councillor Graves that the Planning & Licensing Committee had now examined the amended plans submitted in respect of the Crowfoot Way development. He explained that the Committee had reinforced and strengthened their original objections in terms of traffic issues and their concerns that far more houses would eventually be constructed on the site.

1324 **10. SCRUTINY COMMITTEE**

Councillor Patrick moved and Whiffin seconded confirmation and adoption of the Minutes of the Scrutiny Committee held on 29 November 2010.

Minute 206.10 Section 17 –Crime and Disorder Act

1325 **RESOLVED:**

**That having examined the spreadsheet detailing new resolutions and policies from the 18 November 2010 Meeting; the Parish Council further considers the actions required to prevent or limit any negative impact on crime and disorder created by**

**[PC 1220] [Alcohol Licence for Village Hall] by not having a regular licensee on the premises to run the bar which could compromise the safety and security of the building.**

- Minute 207.10 Review of planning application process  
1326 **RESOLVED:**  
**That the Planning Application Process remain the same, but the wording in paragraphs four and five be amended to:-**
- 1. That the Planning and Licensing Committee receive details of unsuccessful planning applications, showing whether plans have been withdrawn or amended at the next scheduled committee meeting.**
  - 2. That Parish Councillors should be informed of all planning applications within their ward: and;**
  - 3. That an invitation is sent to Melanie Adams, Enforcement Office, HDC to attend the next Scrutiny Committee meeting to discuss with the members the role of the Enforcement Officer with planning issues.**

- Minute 209.10 Village Hall buggy canopy  
1327 **RESOLVED:**  
**That the Parish Council agrees to the installation of the Buggy Canopy from Urban Space at a cost of £3,368.00 excluding VAT.**

- Minute 210.10 Mini audit of financial transactions  
1328 **RESOLVED:**  
**That Councillors Patrick and Mrs L Blockley carry out the mini audit of Financial Transactions at a date to be agreed in January 2011.**

- 1329 **11. EXECUTIVE COMMITTEE**  
Councillor Rowe moved and Councillor Gamble seconded confirmation and adoption of the Minutes of the Executive Committee of 13 January 2011.

- Minute 03.11 Financial Statements  
1330 **RESOLVED:**
- 1. That the financial statements to 13 January 2011 presented to Executive Committee are accepted by Parish Council.**
  - 2. That the Youth Service should be notified that the pot of £1,000 of grant funding could be used to support their activities in Broughton Astley during the summer months.**

- Minute 04.11 Reinvestment of funds  
1331 **RESOLVED:**  
**That the Parish Council re-invests the amount of £106,230 in a Guaranteed Investment Account for a further period of 6 months at an interest rate of 0.75 % gross.**

- Minute 05.11 Replacement flooring – Alan Talbott Room  
1332 **RESOLVED:**  
**That based on the quotations received Powers Carpets & Floorings are appointed to fit a replacement flooring surface in the Alan Talbott Room and the main corridor at a cost of £2,729 + VAT.**

Minute 06.11 Resurfacing of Village Hall footpaths  
1333 **RESOLVED:**  
**That based on the high standard of previous work of the same nature; Mole Groundworks Ltd is appointed to undertake the works necessary to complete the Tarmac surfacing required at the Village Hall at a cost of £5,550 + VAT.**

Minute 07.11 Section 137 application  
1334 **RESOLVED:**  
**That the Parish Council makes a contribution of £200 via Section 137 of the Local Government Act 1972; to South Leicestershire Citizens Advice Bureau (CAB) to support their outreach activities in Broughton Astley.**

Minute 08.11 Fencing of allotment extension  
1335 **RESOLVED:**  
**1. That based on the quotations received SFC Midlands Ltd is appointed to undertake the construction of the fencing of the allotment extension at a cost of £3146.00 + VAT**  
**2. That the wooden vehicle gate and pedestrian gate be substituted with galvanised metal gates.**  
**3. That should the cost of this substitution increase the cost of the quotation; Executive Committee will consider the difference in cost at its next meeting.**

Minute 10.11 Change of date of meeting  
1336 **RESOLVED: That the next meeting of the Executive Committee should take place on Thursday 3 March 2011.**

### 1337 **REPORTS FROM OUTSIDE BODIES**

Members received a written report from Councillor Blockley on a recent BAIT Adult Learning Group meeting. Councillor Blockley explained that the Library services were under review at the present time and that the staff were examining other ways of increasing use of the facilities; for example by hosting a weekly knitting or gardening club.

Councillor Bannister thanked Councillor Blockley for preparing and presenting the report.

### 1338 **12. PLANNING AND LICENSING COMMITTEE**

Members received and accepted the Minutes of the Planning and Licensing Committee meetings held on 15 and 29 November and 13 December 2010 and the schedule of planning applications determined since the 18 November 2010 meeting of the Parish Council.

### 1339 **13. SCHEDULE OF PAYMENTS**

The Parish Manager presented the schedule of payments made since the 8 October 2010 meeting of the Parish Council, which were received and accepted unanimously.

### 1340 **14. OTHER MATTERS**

#### **CHANGE OF DATE - ANNUAL MEETING OF THE PARISH COUNCIL**

Members received a report proposing to amend the date of this years Annual Meeting of the Parish Council due to a) the proximity of the meeting to the Parish Council elections and b) the clash of dates with the first Full Council meeting of Harborough District Council. The Members considered that it would be sensible to ensure that as many Parish

Councillors were then available to attend the first meeting of the new Council. Councillor Porter proposed and Councillor Rowe seconded the motion. Unanimous approval was shown by a show of hands.

1341 **RESOLVED: That the date and time of the Annual Meeting of the Parish Council should be changed to 7.30pm on Wednesday 18 May 2011.**

1342 **MEMBERS' MOTIONS FOR NEXT PARISH COUNCIL MEETING**  
No motions were received.

The meeting closed at 8.10 pm

Minutes approved and accepted as correct

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Chairman

Dated .....