

**MINUTES OF THE PARISH COUNCIL MEETING
And
ANNUAL PARISH MEETING
HELD ON THURSDAY 16 APRIL 2015
AT THE VILLAGE HALL, STATION ROAD, BROUGHTON ASTLEY**

PRESENT: Councillors J Bateman, G Brown, R Capewell, Mrs M S Hendy, C Golding, M Graves, S Page, R Patrick, C Porter, Mrs M Stell, M Swinfen, R Tomlin and C Grafton-Reed.

Clerk: Mrs D S Barber – Parish Manager

1044 **1. APOLOGIES**

Apologies were received and accepted from Councillors' S Oliver, C Evans and P Dann.

1045 **2. DECLARATIONS OF MEMBERS' INTERESTS AND REQUESTS FOR DISPENSATIONS**

Councillor Golding declared a non-pecuniary interest in Item 15 due to the close working relationship between BAGA (of which he is Chairman) and Naturespot. Councillors Grafton-Reed and Brown declared a non-pecuniary interest in Item 14 due to their close working relationship with Broughton Alive (of which they and the funding applicants are members).

1046 **3. MINUTES OF THE PARISH COUNCIL MEETING - 19 MARCH 2015**

The Members confirmed the Minutes of the Parish Council meeting held on 19 March 2015 to be a true record, which were approved and adopted unanimously with the exception to one amendment to remove Councillor Porter as present as his apologies had been recorded and record Councillor Grafton-Reeds attendance.

1047 **4. PROGRESS AGAINST OUTANDING RESOLUTIONS**

A report of progress in completing Parish Council resolutions was presented by the Parish Manager.

900 – Councillor Grafton-Reed reminded Members of the circular they had received regarding the village centre car park refurbishment.

914 – Councillor Golding asked for an update on the situation with the grant funding from HDC in connection with the fencing at the allotment. The Parish Manager confirmed that notification had been received awarding a grant of £5,000. The grant falls short of what was applied for and a discussion was held as to the way forward. Councillor Porter suggested that this item was discussed at the next meeting on 21 May 2015 and asked the Parish Manager to prepare a report on the number of incidents / vandalism that have occurred at the allotments and to investigate alternative options of fencing for the grant money plus the £3,000 the Parish Council agreed to contribute.

AGREED: That the Parish Manager prepares a report for the next council meeting scheduled on 21 May 2015 provide the Members with the number of incidents / vandalism that have occurred at the allotments and to investigate alternative options of fencing for the grant money plus the £3,000 contribution from the Parish Council.

5. CHAIRMANS TIME

The Chairman updated Members on the following items of interest:

Year End Accounts

The year end was closed on 14 April with a net income of £39,130 (subject to Audit). The Management Accounts and Annual Return will be presented at the 21 May meeting.

Annual Return and Management Accounts – The Internal Audit of the Annual Return is being undertaken on 20 April 2015. The opportunity for public inspection of the Annual Return and Management Accounts begins on 27 April until 5 June then they will be sent for External Audit on the appointed date of 8 June.

Elections

Nomination forms for 13 candidates have been submitted; a result of which there will not be a requirement to hold Parish Elections in any of the Wards.

The Parish Council can now seek co-option of new Councillors within 35 days of the election. Good practice advises that a notice requesting applications for co-option is posted for 10 days. Candidates for co-option must apply formally either by letter or using an application form. If co-option does not take place within 35 days of the election then the normal process applies.

You may wish to consider whether to advertise directly following the elections and co-opt at the Annual Meeting on 21 May or whether to organise an extraordinary meeting for this purpose prior to 11 June.

ST MARYS CHURCH

The church has been in contact with the Parish Manager initially seeking a letter of support from the Parish Council regarding their project to improve the heating facilities to enable them to extend its use within the community. They wish to use the letter to support grant aid applications they are currently applying for. A draft letter has been prepared which I will sign on behalf of the Parish Council if agreeable.

AGREED: In order to co-opt Councillors to fill the remaining seats on the Council after the election the Parish Council should issues invitations for the co-option of vacancies for a 10 day period before the meeting on 21 May.

AGREED: That on a show of hands the Chairman should write to St Mary's Church offering the Parish Council's support in their project to improve the heating facilities; Members did request that their concerns were recorded by the lack of assistance from the church during the issue over the bridge repairs.

1048

6. COUNTY AND DISTRICT COUNCILLORS REPORTS

No Report from County Council

District Councillors Reports

Councillor Graves

- Stated that all councillors should now be aware of the nominations received for the District Council.
- He informed Members that he had spoken to Councillor Liquorish regarding his concerns over the limited parking that would be available during the car park refurbishment in the village centre especially as it is used to capacity on a daily basis. Councillor Liquorish told Councillor

Graves that he would look at his concerns before the work commences.

Councillor Golding

- Had nothing to report

Questions to District Councillors

None tabled.

1049 **7. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

- Councillor Stell informed the Members that BATON had a Sights of India evening due to be held at the village hall on 24 April 2015. Tickets available for £5 including a curry. BATON is also planning a trip to Geveze during July as the Tour de France will be going through the town during their visit.
- Councillor Brown reported to the Members that the Community Bus organisation had recently heard that the Government had pledged £25m to support community transport but found out too late to apply for funding. This meant that the bus recently purchased as a result of fundraising could have been provided to the community purely on grant funding.

1050 **8. ANNUAL PARISH COUNCIL MEETING AND PUBLIC FORUM**

The Chairman suspended the normal business of the Council at 8.00pm and opened the Annual Parish Meeting.

The Parish Manager confirmed that the Minutes of the Annual Parish Meeting held on 10 April 2014 have been recorded in the Minute Book. Councillor Bateman moved and Councillor Brown seconded the adoption of the Minutes. The Minutes were then accepted unanimously and signed by the Chairman.

The Chairman presented his Annual Report to the meeting, highlighting achievements over the past year and looking forward to the new municipal year and the changes in staffing. He stated that a copy of the report will be posted on the Parish Council's website and published in the June-July issue of Broughton Matters, the Parish Council's bi-monthly magazine.

As no members of the electorate of Broughton Astley were present at the meeting no public forum was held.

The Chairman closed the Annual Parish Meeting at 8.05pm

1051 **9. SCHEDULE OF PAYMENTS FOR THE PERIOD TO THE END OF MARCH 2015**

The Parish Manager presented the schedule of payments made for the period 1 – 31 March 2015. Following and explanation concerning a number of payments, the schedule of payments was received and accepted unanimously.

1052 **10. FINANCIAL STATEMENTS FOR THE PERIOD TO THE END OF MARCH 2014**

The Parish Manager presented the financial statements for the period 1 to 31 March 2015. The members' observed there was a healthy balance of income over expenditure at the end of the financial year, and anticipated the audited end of year accounts at the next meeting.

1053 **11. MINUTES OF THE PLANNING AND LICENCING COMMITTEE**

Members' received the minutes of the Planning and Licencing Committees held on 16 and 20 March 2015 and the schedule of planning decisions made since the 13 March 2015.

The Chairman thanked the Members of the Committee for their continuing hard work on the

deliberation of planning applications.

- 1054 **12. MINUTES OF THE NEIGHBOURHOOD PLAN DELIVERY AND MONITORING GROUP**
Members' received the minutes of the Neighbourhood Plan Delivery and Monitoring Group held on 18 March 2015.

Councillor Grafton-Reed confirmed that all actions were now recorded in the progress against outstanding resolutions document.

13. TO CONSIDER A REPORT ON AWARDING CHRISTINE LORD WITH A PLAQUE IN RECOGNITION FOR THE DEVELOPMENT OF THE NEIGHBOURHOOD PLAN.

The Members' considered the report presented in connection with presenting the outgoing Parish Manager, Christine Lord with a plaque in recognition for developing the Broughton Astley Neighbourhood Plan. Councillor Grafton-Reed moved and Councillor Bateman seconded the proposal to purchase an award in recognition of the outstanding work and commitment shown by Christine Lord during the development and delivery of Broughton Astley's Neighbourhood Plan. This was agreed unanimously by a show of hands. The Parish Manager is to purchase a suitable plaque / trophy and organise the inscription up to a cost of £85.

- 1055 **RESOLVED: That a plaque be presented to Christine Lord in recognition of the outstanding work and commitment shown during the development and delivery of the Neighbourhood Plan. The Parish Manager has been requested to purchase the award and arrange the engraving to a sum of £85.**

14. APPLICATION FOR GRANT FUNDING – BESTLIFE

The Members reconsidered the application for grant funding made on behalf of BestLife following the receipt of the further information they requested at their previous meeting. Following the receipt of the additional information requested at the meeting on 19 March 2015 the Members felt their concerns had been addressed and Councillor Golding moved and Councillor Bateman seconded the application for £250 is awarded to BestLife. A show of hands, with two abstentions, carried this unanimously.

- 1056 **RESOLVED: That the grant application for £250 is awarded to BestLife to assist with the set up costs of this new charity provided under the terms of General Power of Competence (Localism Act 2011).**

15. APPLICATION FOR GRANT FUNDING – BROUGHTON ASTLEY NATURESPOT

The Members reconsidered the application for grant funding made on behalf of Broughton Astley Naturespot following the receipt of a letter from Harborough District Council granting permission to install a pedestrian access gate surrounding Broughton Astley Lake and agreed that the application for a grant be awarded for £350. Councillor Bateman moved and Councillor Graves seconded the grant be awarded. A show of hands carried the proposal unanimously. A request was made by the Members for the Parish Manager to write to Naturespot to arrange a visit to view the work being undertaken once the gate has been installed.

- 1057 **RESOLVED: That the grant application for £350 is awarded to Broughton Astley Naturespot to provide a pedestrian gate access surrounding the Broughton Astley Lake provided under the terms of General Power of Competence (Localism Act 2011). The Parish Manager will write to Naturespot to arrange a visit by Members to view the work being undertaken at the lake once the gate has been installed.**

1058 **16. MEMBERS' MOTIONS FOR THE NEXT PARISH COUNCIL MEETING**
None Received.

The meeting closed at 8.12pm

Minutes approved and accepted as correct

..... Chairman

Dated

DRAFT