

## HUGGLESCOTE AND DONINGTON LE HEATH PARISH COUNCIL

### Minutes of the meeting on Thursday 17th October 2024

**Present:** R Johnson Chairman; J Jordan; K Hinks; C Lofthouse, L Pearson; S Willey, D Wood.

**Clerk** S Weaver

**Minutes** G Anderson

**Public** 6

#### 24/186 APOLOGIES

Apologies received and accepted from Cllr Ali.

#### 24/187 NOTIFICATION OF DECLARATIONS OF INTEREST

No notifications received.

#### 24/188 DISPENSATION

No dispensations.

#### 24/189 POLICING MATTERS

Cllr Lofthouse had attended a Beat Surgery at The Manor House and reported back on police initiatives in schools and the capture of speeding drivers on Grange Road.

#### 24/190 WARD AND COUNTY COUNCILLOR REPORTS

DCllr Eynon briefed Members on recent issues within the District Council, including:

- Highways implications of new developments
- New school visit
- Waste collection
- Consumer interaction
- Mobile breast cancer screening

DCllr Johnson reported that CCllr Merrie was recovering. Parish issues to report included:

- New school intake of 30 initially and 420 capacity by 2031 – he considered not inadequate
- Speed camera Grange Road – 3 caught
- Severn Trent offer to walk the Parish to inform consideration of sewage problems - Cllr Woodand nominated residents to join walk.
- Action taken to address asb with bikes

#### 24/191 PUBLIC PARTICIPATION

Suggested 'plant swap' in Park and at fete noted.

Signed Chairman

**24/192 GREEN SPACES, ASHBURTON ROAD**

Cllr Willey advised that this was an information event being arranged at the Social Club on 29 October 2024.

**24/193 MINUTES****Resolved**

Subject to an addition to Minute 24/173 to approve up to £1,000 being allocated towards expenses, the minutes of the meeting held on 19 September 2024 were agreed as a correct record.

**24/194 PLANNING MATTERS**

Noted.

**24/195 PLANNING APPLICATION RESPONSE WIZARD**

Members considered the use of a Planning Application Response Wizard to make it easier for residents to register their views on applications affecting the Parish.

The Wizard was designed to simplify the process of commenting on large development planning applications submitted to North West Leicestershire District Council which impact on the parish area.

Cllr Willey explained that two options were available; £5 per application per month or an annual £50 fee.

**Resolved**

That the annual option at £50 be agreed for the use of a Planning Application Response Wizard.

**24/196 NEIGHBOURHOOD PLAN REVIEW 2024/25**

Noted.

**24/197 WHITWICK MINING DISASTER MEMORIAL SITES TRANSFER**

Nothing to report.

**24/198**

- (a) Bank Reconciliation for October 2024 noted.
- (b) List of receipts for October 2024 noted.

**Resolved**

To transfer the s106 payment of £19,227.12 to earmarked reserves for Millfield Recreation Ground.

- (c) Accounts for Payment

Payments for October 2024 approved.

(d) Estimates – Budget Considerations 2025/26

To help determine budget and precept for 2025/26. Members to consider how to gauge residents' views on the Parish Council's work programme for next year.

**24/199 NOTICE OF CONCLUSION OF AUDIT 2023/24**

The report of the External Auditor for the year ended 31 March 2024 was received

The Clerk and Financial Assistant reported that the External Auditor (Moore) had concluded their assurance review on the accounts for 2023/24 and advised that there were no matters that required reporting to the Parish Council and all financial and regulatory practices had been met.

The Finance Assistant's report, in relation to the comments made by the External Auditor on the certificate and their letter regarding Reserves and Petty Cash, was noted.

Notices had been added to the website's finance page and on the notice board.

**24/200 S106 APPLICATION – PLAY EQUIPMENT IMPROVEMENTS MILLFIELD**

The clerk advised that S106 funds of £19,227.12 had been deposited in the Council bank account and arrangements could now be used to replace and improve equipment.

As previously resolved, the request for s106 funds, allocated for improvements on Ashburton Road to be used for Millfield, has been accepted subject to the Parish Council indemnifying the District Council in the event of any developer clawback request. [Previous Minute 24/198(b) refers].

A proposal had been discussed with the Council's Ground Maintenance Contractor who liaised with one of their preferred suppliers to cost the improvements and it was recommended that Financial Regulations be stood aside and this quote accepted.

The cost to refurbish as at June 2024 was £19,810.54 which was £583.42 over budget and it was recommended to use Millfield Reserves Fund to meet this shortfall.

**Resolved**

- (a) To Stand aside financial regulations and award the contract to provide equipment as specified and
- (b) Transfer £583.42 from Millfield Reserves to meet the shortfall.

**24/201 COMMUNITY GRANT APPLICATIONS**

- (a) The Third Place Gaming Club

Cllr Willey proposed a grant of £180 be made and this was seconded by Cllr Lofthouse.

**Resolved**

- (i) By majority vote, to approve a grant of £180 to The Third Place Gaming Club.
  - (ii) To stand aside financial regulations to allow this grant to be paid. (The existing scheme grants up to £750.00 in a financial year with this year's budget allocated.) Further Grant requests received will be considered in the 2025-26 Financial year.
- (b) The Gate Inn Coffee Morning – not agreed.

**24/202 CHRISTMAS CARD DESIGN 2024**

Members considered the arrangements, prizes and grants for this year's Christmas Card in conjunction with Hugglescote Community Primary School.

**Resolved**

- (a) That the eight group design winners be awarded £15.00 and £25.00 to the overall design chosen for the Christmas Card
- (b) The donation to the school's PTA be £200.00 to facilitate the competition arrangements.

**24/203 REMEMBRANCE DAY SUNDAY**

Members representing and attending events:

Cllrs Kay Hincks and Louise Ross-Foden Sunday Remembrance parade and service.

Cllr Catherine Lofthouse representing at St John's service of Remembrance.

Cllr Pearson leading on a service of remembrance, Monday 11<sup>th</sup> November Dennis Street Garden with the Vicar of St Johns.

Lamp post poppies and a Tommy had been purchased.

**24/204 PROJECTS TO CONSIDER**

Members were grateful for the offer of a sculpture and the practical issues would be investigated.

**24/205 CURRENT PROJECTS UPDATE**

- (a) Autumn Play Scheme Friday 25th October 2024 - Venue Scout Hut Station Road Hugglescote
- (b) Food Workshop 1620's House (Cllr Ali) Monday 21st October 2024
- (c) Web Site Upgrade /. Gov email addresses (Cllrs Jordan, Willey, Clerk) – all laptops need supporting software
- (d) The Clerk reports that 2000 bulbs have been delivered - Cllr Pearson had emailed for volunteers to help with planting and would arrange siting.
- (e) Christmas Tree Ashburton Road.



**PRIVATE AND CONFIDENTIAL**

In accordance with the Public Bodies (Admission to Meetings) Act 1960 the public and press were excluded from the parts of the meeting below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted:

**24/209 ASHBURTON ROAD****Resolved**

To confirm any actions to be taken under Minute 24/153 in appointing professional consultancy services, to assist in preparing a response to any application received, for

- (a) Planning Professional Services
- (b) Heritage Professional Services

**24/210 PROFESSIONAL LEGAL SERVICES ASHBURTON ROAD LEASE**

Solicitors had been contacted regarding their professional services to act for the parish council for the transfer of the Harley Trust lease from the District Council to the Parish Council.

**Resolved**

To instruct Nelsons Solicitors to act on behalf of the Parish Council