



## ORDINARY PARISH COUNCIL MEETING

Monday 07 June 2021 at 7:00pm

The meeting was held at the Sports Pavilion, Alans Way, Newbold Verdon, LE9 9LB

Tel: 07483 347 773 / Email: [clerk@newboldverdonpc.org.uk](mailto:clerk@newboldverdonpc.org.uk)

### **Present:**

Chairman: Cllr. Dianne Finney  
Councillors: Cllr J Finney, Cllr J Crooks, Cllr B Crooks, Cllr Sheppard-Bools, Cllr Tessier, Cllr Bates,  
Clerk: Josie Flavell (Mrs)  
Public: 3 Members of Public

## MINUTES

### 21/144 PUBLIC OPEN SESSION

- a) The Chairman thanked Cllr Bill Crooks for his 4 years of service as a County Councillor and welcomed the new County Councillor (Dr.) Ross Hill.
- b) Cllr Hill gave Council a synopsis of what he does for a living and what he hopes to achieve as County Councillor, then thanked Cllr Bill Crooks for his hard work. Cllr Hill also reported that litter picking is an area he intends to work on, to try and get local villages to come together as part of a litter pick campaign. Cllr Hill reported that LCC has free litter picking kits. Cllr Hill also reported that speeding issues and safe crossing outside of the local primary school, are also high on his agenda.

### 21/145 APOLOGIES

Cllr Dowell (annual leave) and Cllr Oliver (annual leave) – accepted.

### DECLARATION OF INTERESTS

21/146 Cllr Crooks and Cllr B Crooks – declared an interest in planning item 21/162, due to this being their own personal planning application.

21/147 There were no dispensations or written requests for dispensation of DPI to consider.

### 21/148 MINUTES

Council RESOLVED to Chairman Finney approving the minutes of the Annual Parish Council meeting held on 10 May 2021, as a true and accurate record.

### ITEMS FROM PREVIOUS MINUTES

21/149	<p><u>Dragon's Lane Improvements (Min ref. 21/119)</u></p> <p>a) The Clerk reported that the CCTV will be installed week commencing 14<sup>th</sup> June and keys for the CCTV connection box will be handed to the Clerk.</p> <p>b) Council unanimously agreed, that subject to the cost not being above £600, the Clerk is to go ahead and purchase a new bin from HBBC.</p>	JF
21/150	<p><u>Building Inspector - Pavilion (Min Ref. 21/120)</u></p> <p>Chairman Finney reported that the Inspector had visited and didn't know why the crack in the shower room had happened and you can. The only way to find out exactly, is to have the floor dug up, which is not an option. It was also ascertained that the damp proofing has failed or has been damaged and that Council should consider having the walls injected with a damp proof course.</p> <p>The Clerk reported that she had found out the name of the original flooring contractor and agreed to contact them to see if they could give advice or conduct a site visit – July agenda.</p>	JF

<b>GENERAL MATTERS</b>		
21/151	<p><u>Speed Indicator Device (SID)</u></p> <p>Council considered the need for a new SID for Bagworth Road and agreed that the Clerk is to liaise with LCC Highways for advice and ascertain which licenses are required for this.</p> <p>Council also agreed that a SID could be utilised on Brascote Lane and the Clerk agreed to chase LCC Highways for an answer concerning the 30mph limit request also.</p>	JF
21/152	<p><u>Heritage Board Project Working Group</u></p> <p>a) Chairman Finney reported that Roger King had met with Paul Grundy of HBBC and was advised that no planning permission is required, as long as the board is of a reasonable size. Mr King recommended that the location of the sign should be near to the bus stop in the conservation area.</p> <p>Mr King gained advice from Cllr Pat Crane of Desford PC, due to currently erecting up to 16 information heritage boards and it was also suggested that once the board is installed, council should add the information to the HBBC tourism portal.</p> <p>b) Council NOTED that the HBBC grant application was successful and Council will be awarded £825.00 in the coming months.</p> <p>c) Council RESOLVED to match funding this to the higher amount, due to the previous resolution only matching funding to a maximum of £600.</p>	-
21/153	<p><u>Delegation of Authority</u></p> <p>In response to the remote meeting legislation expiring on 7<sup>th</sup> May 2021 and in the event that it is not possible to convene a meeting of the council in a reasonable time, Council RESOLVED to give the Clerk delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place.</p>	-
21/154	<p><u>Montague Trustees</u></p> <p>Council RESOLVED to Cllr Andrew Tessier joins becoming the new Trustee. The Clerk is to notify the other Trustees of this.</p>	JF
21/155	<p><u>Land Drainage Quotes – Sports Field</u></p> <p>Council RESOLVED to approve the quote from SJ Darker Contracting – from the quotes received - subject to the contractor confirming why his quote states 150mm pipe opposed to the other contractors stating 300m in their quotes.</p>	JF
21/156	<p><u>Library Website Heritage Page</u></p> <p>Council RESOLVED to approve the payment of £120 towards the cost of the implementation of the new heritage webpage, out of the funds received from NVCAG.</p>	JF
21/157	<p><u>HMRC Outstanding Payment</u></p> <p>Council RESOLVED to the retrospective payment being made to HMRC for the outstanding Tax/NI payment for the 2019-20 tax year.</p>	JF
21/158	<p><u>Edge It Systems – Annual Contract</u></p> <p>Council RESOLVED to renew the annual contract for the finance software at a cost of £375.60 for the year.</p>	JF
21/159	<p><u>Council Email Accounts</u></p> <p>Council RESOLVED to approve the decision made to move to managed .gov.uk email accounts with 2Commune Ltd at a cost of £385.00. per annum.</p>	JF
21/160	<p><u>Arnolds Crescent Public Open Space (POS)</u></p> <p>a) Chairman Finney reported that the area of POS where the memorial for Steven Tallis sits, is in poor condition.</p> <p>Cllr J Crooks reported that the shrub and hedge needs cutting back in this area. Council agreed to defer making a decision about this to the July meeting.</p>	-

	b) See above minute reference 21/161(b).		
21/161	<u>Newbold Verdon Gardening Club Planting</u> a) Council RESOLVED that no payment will be made to the Gardening Club until an invoice or receipt has been received by the Clerk. The Clerk agreed to contact Pam Ward. b) Mick Parker agreed to clear all weeds around the tubs at the weekend.		-
<b>PLANNING APPLICATIONS</b>			
21/162	<u>21/00466/HOU – 9 Hornbeam Road, Newbold Verdon</u> Single storey rear extension. Council RESOLVED to a no comment response.		-
<b>21/163 ACCOUNTS</b>			
<u>Accounts for Payment – Current Account</u>			
<ul style="list-style-type: none"> <li>Council RESOLVED to approve all payments being made, as set out in the table below.</li> </ul>			
<b>Ref.</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
BACS	Josie Flavell	Clerk's June Salary	£1698.88
BACS	Glynis Parker	Cleaners June Salary	£586.20
BACS	Michael Parker	Caretakers June Salary	£98.70
D/D	NEST Pension	Employee and Employers contribution to Clerk's pension	£152.43
BACS	Michael Parker	Caretaker expenses – reimbursement for purchase bin bags and antibacterial wipes. .	£30.36
BACS	Burnt Oak Developments	Monthly maintenance and grass cutting fees – Inv. 02071	£1,183.18
BACS	Anmic Consulting	Refurbishment and replacement of 3 no. toddler seats on red roundabout at Dragon Lane RG – Inv. A19-NVP-14	£119.32
BACS	LRALC	Training course fee – Cemetery and Churchyard Management Inv. 19/1783	£40.00
BACS	Maine Business Systems	Printer Hire – quarterly fee – Inv. 162336	£69.98
BACS	HMRC	Outstanding payment for month 12 of the 2019-20 year.	£633.90
BACS	W.Aris Builders	Works carried out pavilion storage room (fire proofing) and reinsulating the pavilion corridor roof.	£2,395.00
D/D	Everflow	Water services monthly fees – Alans Way Pavilion	£135.00
D/D	EDF Energy	Monthly electricity fees	£191.00
BACS	British Telecommunications PLC	Monthly broadband, mobile and telephone costs Bill: M005 M6	£49.55
21/164	<u><b>Balance of Accounts (as at 31.05.2021)</b></u>  Council NOTED the balances and reconciliations for May 2021. <ul style="list-style-type: none"> <li>Current Account Balance £25,098.73</li> <li>Deposit Account Balance £136,490.00</li> </ul> <p style="text-align: center;"><b>TOTAL £161,588.73</b></p> <ul style="list-style-type: none"> <li>Council reviewed and NOTED all bank reconciliations for May 2021</li> </ul>		<u><b>Reserves</b></u>  Dragon Lane Phase 2 £16,000.00 Heritage Walk £17,270.00 Newbold Heath (Green Energy) £10,080.96 Adult Gym Equip. £8,158.00 Library Website £1,375.00 PPE Equipment £500.00 Sports Pavilion £5,693.00 Sports Ground and All Weather £4,640.00 Heritage Board Project £600.00 Memorial Garden £1,000.00 Cemetery Memorial Garden £2,000.00 <u>General Reserves</u> £51,357.00 <b>TOTAL</b> <b>£118,673.96</b>

21/165	<b>Income</b> Council NOTED all income and transfers.																																								
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<b>CIRCULATIONS TO NOTE</b>																																									
21/166	<p>Council NOTED all circulations.</p> <ul style="list-style-type: none"> <li>▪ LRALC – Round Robin News</li> <li>▪ ACRE – Covid 19 information – reopening halls safely</li> <li>▪ HBBC – planning notification</li> </ul>																																								
21/167	<b>ITEMS FOR NEXT AGENDA</b>																																								
	<ul style="list-style-type: none"> <li>▪ Mallory Close Vegetation</li> <li>▪ War Memorial</li> <li>▪ Cemetery Garden refurbishment plan</li> <li>▪ Remembrance Sunday</li> <li>▪ Jubilee Planning &amp; Working Party</li> </ul>																																								

*In the absence of further business, the meeting closed at 20:13pm*

Signed: .....  
**Dianne Finney - Chairman**

Date: 05 July 2021