

**N.B. All Minutes are deemed as draft until formally approved
and signed by the Chairman at the following Parish Council Meeting**

QUENIBOROUGH PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.30 pm in the Council Meeting Room on
Wednesday, 15th November 2023

PRESENT:	Cllr S Wright (in the Chair) Cllr R. Green Cllr M Winterton	Cllr S Aynsley Cllr C Payne Cllr S McKenzie
NOT PRESENT:	Cllr D Bowles Cllr R Curtis	Cllr D Grimley Cllr D Warner
IN ATTENDANCE:	Mrs R Barlow Skinner (Clerk) Mrs T Willson (Deputy Clerk)	CBC - Cllr L Needham LCC - Cllr J Poland

Borough Cllr Needham and County Cllr James Poland gave verbal reports, no report was received from Charnwood East Police.

8117 Apologies for Absence sent and accepted

Apologies were received and accepted from Cllr Bowles, Cllr Grimley, Cllr Curtis and Cllr Warner.

8118 Declaration of Councillor's Interest both Personal and Prejudicial and Requests for Dispensation

None.

8119 To Approve and sign the minutes of the Parish Council Meeting held on 18th October 2023

RESOLVED: That they can be signed as a true record.

8120 Matters arising from those minutes not covered as an agenda item.

Min 8093 – Mowing on grass verges with stones

RESOLVED: That the Clerk still to write to the residents and has drafted an article for the next Gazette edition.

Min 8094 – To consider quotes for zip wire guards

RESOLVED: That the Deputy Clerk is still speaking with the contractor to confirm a start date.

8121 To approve and sign the minutes of the Recreation Committee Meeting held on 1st November 2023

RESOLVED: That they can be signed as a true record.

8122 Matters arising from those minutes not covered as an agenda item

8107 – Football facilities, fitting of a new digital lock to the home changing room.

RESOLVED: That the Deputy Clerk get a date for the fitting of the new lock from the Handyman.

New sign for the home and away changing rooms needs to be fitted.

RESOLVED: That the Deputy Clerk arrange with the Handyman.

8123 To Consider Planning Applications and Planning matters

For Information:

Appeal Ref: APP/X2410/W/23/3316574 Land off Barkby Road, Queniborough, Leicestershire LE7 3FB

The appeal is allowed and planning permission is granted for an outline application for up to 150 dwellings, together with new open space, landscaping and drainage infrastructure, with all matters reserved except for access (as amended to include proposed junction improvement works at Barkby

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Road cross roads, received 20/05/2022) at Land off Barkby Road, Queniborough, Leicestershire LE7 3FB in accordance with the terms of the application, Ref P/20/2380/2, dated 30 November 2020.

8124 Correspondence Received

Items for discussion/comments:

1. Resident complaint regarding new noticeboard on Millstone's estate. The placement of the board was discussed, and it was agreed by five votes to one that the noticeboard should remain where it is.
RESOLVED: That the Clerk write to the resident explaining Councils decision.
2. Request for commemorative bench and bird feeder
RESOLVED: That the Clerk inform the resident that Council agree to their request and send details of the Eastgate Bench with associated costs.
3. LCC Lighting regarding removal of old electricity pole – Lighting Department have quoted £600 to carry out the work.
RESOLVED: That Council agreed to leave the decommissioned pole as it is due to the expense.
4. Request to support Climate and Ecology Bill motion.
RESOLVED: That Council agree by four votes to two to support the motion.
5. Request to submit opinions to CBC for Public Transport Scrutiny Panel
RESOLVED: That the Clerk submit Councils opinions to CBC.

Items for Councillors information:

1. Anonymous letter regarding noise from firework display
2. Redevelopment of games area in Sileby
3. Complaint to Severn Trent regarding gullies on Main Street near Coppice Lane

8125 Update on Highways Fund

- The Clerk has spoken to the Mapping Response team at Western Power/National Grid and is in the process of getting plans for near/around the electric sub-station.
- Currently awaiting information from the Acting Head teacher to confirm that the new trust is onboard with the project.
- Cllr Poland has approached Highways and has changed the funding criteria (from installation of bollards to the installation of a new gate for the school entrance).
- Cllr Poland is speaking to Highways to get a new quote for the work.

8126 QVHMC Representative report (Cllr Curtis)

Cllr Curtis sent a written report;

- The Syston Swing Band on 28th October was well attended and profitable.
- There will be a Film Club showing of "Elf" on 24th November.
- The Christmas Craft Fair will be on 9th December 10am to 3pm.
- The group "Gladness" are back on 22 December.
- The Panto people have cancelled but there is possibility of a company who do live filmed ones maybe for New Year.
- There are ongoing discussions with the Preschool regarding possible rent holiday/session extensions to 3 pm on Wednesdays and Fridays.
- The Village Hall Committee would like improvements to garden maintenance.

8127 Official Portrait of King Charles III

The Clerk reported that new funding has been announced for public organisations to apply for a portrait of His Majesty the King. The scheme will be opened later this year and the Council will be given the opportunity to request a free framed portrait once it is released.

RESOLVED: That the Clerk request a framed portrait once it is released.

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8128 NALC Salary Review Appendix A

For information only.

RESOLVED: That Council note the new Salary Award and the Clerk to include in the budget.

8129 To consider quotes for Legal Advice Appendix B

The Clerk has contacted several local solicitors for quotes for legal advice.

- Solicitor one declined to quote due to a conflict of interest.
- Solicitor two would be happy to write a letter to resolve initially, but if it was to go further, they would not be able to act because of a conflict of interest. To review all documentation and correspondence, provided it is not extensive, and to write an initial letter, the cost estimate would be £600.00 - £700.00 plus VAT.
- Solicitor three quoted an hourly rate with initial advice taking between 3-6hrs (minimum £1,050 / maximum £2,100).

RESOLVED: That after consideration Council could not pursue legal advice due to financial constraints.

8130 Village Christmas Tree Update

The Clerk has applied to Highways for a General Permit to place the Christmas tree on the grass near to the Crossroads store. A Highways enforcement Officer is looking into the request. As the intention is to use battery operated lights it negates the involvement of the Lighting Department. The Deputy Clerk has sourced prices for several options of battery lights from different companies which were discussed.

RESOLVED: That the Deputy Clerk order the lights, so they are ready for when the tree is delivered.

8131 Football Facilities Update

The Clerk reported that the work on the changing of the pipes from copper to plastic in the changing rooms was completed today.

8132 Biodiversity Policy Appendix C

Cllr Wright recommended a small change to the wording which was accepted by Council.

RESOLVED: That the Policy is adopted and published on the Parish Website once the wording has been amended.

8133 Data Breach Policy Review Appendix D

No changes were made to this policy.

RESOLVED: That the Policy is readopted and published on the Parish Website.

8134 Finance

- a) The Council noted the income for the month of October 2023 totalling £4,597.46 - Appendix E.
- b) The Council resolved to authorise the expenditure for the month of October 2023 totalling £21,461.11. The invoices were checked by Cllr Wright and Cllr Green Appendix F (attached).
- c) The Council noted the Bank Reconciliation for October 2023 – Appendix G.
- d) Bank Balances @ 31/10/23: Unity Trust Current Account £108,610.03
- e) National Savings Account £6,336.25

8135 Clerk and Gardener/Handyman's Report on Work in Progress Appendix H

- Heritage Boards – Replies have been received from two Parish Councils with suggested suppliers. The Clerk is looking into National Lottery Heritage Funding for the boards. Council needs to consider how many boards are required for the village and where they are to be placed.

RESOLVED: That the Clerk continues to look at the possibility of obtaining funding and the Deputy Clerk obtain some prices for boards for the next Council meeting.

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- Mini Goal End – The Clerk has contacted the Planning Liaison Officer at Charnwood about installing matting/artificial grass for the goal end. Their advice is to have a tarmac surface with a view to create a full MUGA in the future. Alternatively, artificial grass options are available, but the recommendation is to get advice from a few manufacturers. The concern with this approach is that it may limit options to extend the area in the future. The Planning Liaison Officer is also going to ask Charnwood’s Open Space Development Officer for their recommendations.
RESOLVED: That the Clerk include a figure for the matting in next years budget, while asking Charnwood if the Parish Council can claim the difference in the S106 money, allocated to what has been spent.

- Voluntary Tree Warden -The Clerk has received two expressions of interest for the role, the LCC tree warden scheme gives training for the role. Council agreed that having two tree wardens would be beneficial for the village but need to know the cost of the training before a final decision is made.
RESOLVED: That the Clerk obtain the cost of the training for the next meeting.

- Parking Notice – Following the last Recreation Committee Meeting, the Clerk has created a trial parking notice. Cllr Wright volunteered to place the parking notices on cars parked illegally on grassed areas in the village.
RESOLVED: That the Clerk purchase plastic wallets for the notices.

- Update on Free Trees – The Clerk has established that the minimum number of trees in the LCC free tree and hedge scheme is 50. However, this scheme is done in conjunction with the Woodland Trust who have other free trees available for Schools and Communities (including Parish Councils). The most practical scheme for the village is “Urban Trees” which have 15 trees in a pack, consisting of Crab Apple, Rowan and Hazel. Applications are open until January 2024.
RESOLVED: That the Clerk apply for the Urban Trees Scheme.

8136 Items for the Website/Gazette

None

8137 Chairman’s Announcements

Cllr Wright proposed moving the next December meeting to the 6th from the 13th due to low attendance numbers.

RESOLVED: That the next Council meeting be held on Wednesday 6th December, the Clerk will notify members who were not in attendance, Cllr Poland and Charnwood East Police.

8138 Items for discussion at the next meeting

None.

The meeting closed at 9pm

Date _____

Queniborough Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
226	Bank Chanrges	16/10/2023		Unity Trust Bank	DD	Bank Charges	Unity Trust Bank	E	50.00		50.00
227	Telecommunications	05/11/2023		Unity Trust Bank	DD	Telephone and Broadband	BT	S	48.26	9.65	57.91
228	Electricity	06/11/2023		Unity Trust Bank	DD	Electricity bill	British Gas	L	57.44	2.87	60.31
229	Litterbins	07/11/2023		Unity Trust Bank	DD	Waste collection	Bakers Waste	S	150.24	30.05	180.29
230	Photocopier	07/11/2023		Unity Trust Bank	DD	Photocopier Lease	PEAC (UK)Limited	S	64.50	12.90	77.40
231	Cemetery Maintenance	16/11/2023		Unity Trust Bank		Plants for the Cemetery	Derry's Nurseries	E	35.07		35.07
234	Subscriptions	16/11/2023		Unity Trust Bank		Computer support	Computer SOS	E	25.00		25.00
233	Office Maintenance	16/11/2023		Unity Trust Bank		PAT Testing	Control Electrics	S	140.00	28.00	168.00
232	Litterbins	16/11/2023		Unity Trust Bank		Dog Bags	JRB Enterprise	S	124.80	24.96	149.76
235	Grounds maintenance	16/11/2023		Unity Trust Bank		Notice board replacement	Man About The House	E	211.00		211.00
239	Mowing Contract	16/11/2023		Unity Trust Bank		Mowing Contract QPC	Roma Landscapes	S	350.00	70.00	420.00
237	Cemetery Maintenance	16/11/2023		Unity Trust Bank		Sand for the Cemetery	Derry's Nurseries	Z	15.00		15.00
238	Queniborough Gazette	16/11/2023		Unity Trust Bank		Queniborough Gazette Gr	Queniborough Gazette	E	350.00		350.00
236	Other payments/income	16/11/2023		Unity Trust Bank		New Goal End- supply anc	Produlic	S	9,690.82	1,938.16	11,628.98
243	Office Maintenance	16/11/2023		Unity Trust Bank		Supply and fit new heater	Control Electrics	S	2,190.00	438.00	2,628.00
250	Salaries	16/11/2023		Unity Trust Bank		Salaries	Staff	X	1,418.16		1,418.16
252	Salaries	16/11/2023		Unity Trust Bank		Salaries	Staff	X	313.68		313.68
253	Salaries	16/11/2023		Unity Trust Bank		Salaries	Staff	X	237.28		237.28
254	Income Tax	16/11/2023		Unity Trust Bank		PAYE/NI	HM Revenue & Customs	X	282.76		282.76
248	Litterbins	16/11/2023		Unity Trust Bank		Litter bins emptying	Contractor	X	120.00		120.00
246	Groundsman (Recreation	16/11/2023		Unity Trust Bank		Groundsmans duties	Contractor	X	720.00		720.00
241	Grounds maintenance	16/11/2023		Unity Trust Bank		Millstone Lane Play Area	Roma Landscapes	S	175.00	35.00	210.00
242	Grounds maintenance	16/11/2023		Unity Trust Bank		Grounds Maintenance	Man About The House	E	56.58		56.58
240	Mowing Contract	16/11/2023		Unity Trust Bank		Mowing Contract LCC	Roma Landscapes	S	203.09	40.62	243.71
247	Groundsman (Cemetery)	16/11/2023		Unity Trust Bank		Cemetery Gardener/Hand	Contractor	X	480.00		480.00
244	Water rates (Cemetery)	16/11/2023		Unity Trust Bank		Water rates cemetery	Water Plus	E	7.81		7.81
245	Other payments/income	16/11/2023		Unity Trust Bank		Clerk's expenses	Mrs R Barlow-Skinner	E	28.93		28.93
249	Cemetery Mowing	16/11/2023		Unity Trust Bank		Cemetery Mowing contrac	Contractor	X	115.00		115.00
255	Photocopier	16/11/2023		Unity Trust Bank		Photocopier copies charge	Sharp Business Systems	S	25.00	5.00	30.00
258	Litterbins	16/11/2023		Unity Trust Bank		Bin liners	ESPO	S	37.65	7.53	45.18
256	Grounds maintenance	16/11/2023		Unity Trust Bank		play equipment and repai	Online Playground	S	171.33	34.27	205.60
257	Other payments/income	16/11/2023		Unity Trust Bank		Poppy Wreath	Royal British Legion	E	112.00		112.00
251	Salaries	30/11/2023		Unity Trust Bank		Salaries	Staff	X	777.70		777.70
Total									18,784.10	2,677.01	21,461.11