

**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, 14<sup>th</sup> August 2024

<b>PRESENT:</b>	Cllr S Wright (in the Chair) Cllr R Green Cllr S Aynsley Cllr D Grimley	Cllr S McKenzie Cllr D Bowles Cllr R Curtis
<b>NOT PRESENT:</b>	Cllr C Payne Cllr D Warner	Cllr M Winterton
<b>IN ATTENDANCE:</b>	Mrs R Barlow-Skinner (Clerk) Mrs T Willson (Deputy Clerk)	

County Cllr James Poland and Borough Cllr Laurie Needham sent written reports, Cllr Chris O'Neill was in attendance for any questions. Charnwood East Police sent a written report.

**24-60 Apologies for Absence sent and accepted**

Cllr Payne and Cllr Winterton.

**24-61 Declaration of Councillor's Interest both Personal and Prejudicial and Requests for Dispensation**

None.

**24-62 To Approve and sign the minutes of the Parish Council Meeting held on 19th June 2024**

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

**24-63 Matters arising from those minutes not covered as an agenda item.**

None.

**24-64 To consider decisions made under delegated powers during the summer recess 17<sup>th</sup> July 2024**

**RESOLVED:** That the Council authorise the decisions previously made under delegated powers and the accounts be agreed and signed.

**24-65 To Consider Planning Applications and Planning matters**

P/24/1103/2 - Reserved Matters application relating to appearance, landscaping, layout and scale pursuant to Outline permission P/20/2380/2 (Appeal ref: APP/X2410/W/23/3316574) for 143 dwellings and discharge of condition nos. 6 (Site/ finished floor levels), 7 (Arboricultural Method Statement) and 17 (Scheme for the treatment of public right of way). Land off Barkby Road Queniborough Leicestershire LE7 3FB.

The Clerk had emailed draft comments to Council prior to the meeting. Following discussion it was agreed that the following points should be included;

- Clarification on which properties on the draft plan will be allocated as shared ownership/affordable rented.
- That any S106 money be ringfenced for use within Queniborough for the benefit of residents and not for use elsewhere in Charnwood.
- Reiteration of Councils concerns about the effect on the trees on Rearsby Road from the proposed works at Barkby Road Crossroads.

**RESOLVED:** That the Clerk amend the comments and submit to Charnwood on behalf of council.

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P/24/1244/2 Erection of electricity substation to serve residential development pursuant to Outline permission P/20/2380/2 (Appeal ref: APP/X2410/W/23/3316574). Land off Barkby Road Queniborough Leicestershire LE7 3FB.

**RESOLVED:** That Council has no objections to this application.

P/24/1319/2 Proposed replacement casement windows, front floor, rear bi-folding doors and garage doors with installation of solar panels to main roof slope of house and garage. The Lilacs, 6 Mere Lane, Queniborough, Leicestershire, LE7 3DE

**RESOLVED:** That Council has no objections to this application.

**For Information**

Anonymous complaint from resident regarding P/23/0342/2 - Listed Building Consent for proposed conversion of existing garage into habitable space, new detached garage and changes to fenestration. 76 Main Street Queniborough Leicestershire LE7 3DA.

A resident has reported a loft extension at 36 The Ringway which is already under construction, it has been confirmed that there has been no planning application submitted and would seem to be making the property into a three-story building. This has been reported to the Planning Enforcement Team to investigate further.

**24-66 Correspondence Received**

**Items for discussion/comments**

1. Email from Davidsons regarding financial help for completing the Hybrid Grass installation on King George V Playing Field. As the money has now been obtained from the National Lottery grant the Clerk asked for other suggestions of where financial assistance could be utilised. Council suggested a contribution towards the fencing on Millstones play area.

**RESOLVED:** That the Clerk contact Davidsons with the suggestion.

2. Email from Police and Crime Commissioner asking for Survey participation.

**RESOLVED:** That Cllr Wright will complete the survey on behalf of the council.

3. Decision from Charnwood regarding Community Asset application. Councillors expressed their disappointment and frustration that Charnwood did not ask for any further information before making a decision on the application. As the pool is now under new ownership the Clerk will contact Charnwood to find out if a new application can be made to include the long-term plans for the facility. Cllr Grimley suggested Council should think of any other Community Assets in the village that could be registered.

**RESOLVED:** That the Clerk write to Charnwood to find out if another application can be made. That Councillor's send any suggestions for potential Community Assets to the Clerk.

4. Civility and Respect Project

**RESOLVED:** That Council do not wish to take part in the project.

5. Consultation on Green Infrastructure Strategy and Action Plan 2024 (for Borough of Melton)

**RESOLVED:** That Council do not wish to take part in the plan as it is not relevant to the village.

6. Email from Resident concerning tidiness of the village

**RESOLVED:** That the Clerk send a copy of the email to Cllr Poland to take forward the concerns raised. That the Clerk also ask Cllr Poland to speak to LCC concerning the roadside weeds not being removed.

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7. Email from new owners of the swimming pool

**RESOLVED:** That the Clerk reply to the email with information on where to apply for funding and contact details for Swim England.

**Items for Councillors information**

1. Resident email concerning Cemetery Grounds
2. Update on fencing around balancing lagoons on Alfred Belshaw
3. Price update from Leicestershire County Council on Parish Council owned streetlights
4. New Flood warning areas
5. Nomination for Charnwood Community Hero
6. Flooding Scrutiny Panel

**24-67 QVHMC Representative Report (Cllr Curtis)**

Cllr Curtis reported;

- That Queniborough Pre School finances are improving.
- The last film night was not well attended (Encanto) and the Committee are looking into different times for family films. The next three films scheduled are Bob Marley, 27<sup>th</sup> July, Despicable Me 4, 1<sup>st</sup> November and Arthur, 22<sup>nd</sup> November. There will be no film in December.
- The Craft Fare will take place on the 7<sup>th</sup> December.
- The date for the Swing Band is scheduled for February but the exact date not known.
- The Pantomime will be on the 11<sup>th</sup> January.
- New stage lights have been purchased and a new blind is to be put on the fire door to stop the light coming through.
- The floor has been refurbished.
- The Committee are obtaining quotes for sound proofing the hall.
- The Gordon Hallam plaque is now in place on the front of the Village Hall.
- The Committee will not be hiring out the hall for 18<sup>th</sup> birthday parties due to previous damage to the hall.
- The shed in the grounds will be removed and replaced with slabbing.
- The Committee would like Councils agreement to have a Christmas tree in the grounds where people can place memory cards

**RESOLVED:** That Council agree to having a Christmas tree.

**24-68 Highways Fund Update (School Gate)**

The Clerk reported that the school have obtained a quote for the school gate which has been submitted to Highways along with plans, however, the information provided is insufficient for the highway authority. The school has been asked to provide detailed design drawings of the proposal which adhere to the legislative standards and specifications and the work will need to be carried out by a NRSWA compliant contractor.

**24-69 Football Facilities Update (Deputy Clerk)**

The Deputy Clerk reported that:

- The Home Changing room has a leaky shower which has been isolated by the plumber. It should come under warranty (2 years) but the Clerk needs to speak to the plumber to get the original date from when he purchased from the plumbing merchant in order to claim.
- There is some mould on the wall which needs to be removed.

**RESOLVED:** That the Deputy Clerk ask the Groundsman to remove the mould and re-paint the wall if necessary.

- Contracts signed by both teams.
- Pitch work complete.
- Two pre-season friendlies agreed by Chair of Recreation Committee for 18<sup>th</sup> and 25<sup>th</sup> August.

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- Initial line marking to be carried out for cost of £150.00 (same as last year) and will need to be re-done every two weeks during the mowing season.
- East Goscote boys have asked if they can use the pitch for mid-week training on a Tuesday evening 6-7pm up to mid-October, and restart March/April time. They would possibly train on a Saturday during the summer, but this has not yet been confirmed. They would train on the pitch or during the bad weather on the area near the carpark.

**RESOLVED:** That Council agree to a trial period up to mid-October.

Cllr Wright asked when the weeds in the changing area compound are to be treated as they look untidy.

**RESOLVED:** That the Deputy Clerk ask the Groundsman to strim the weeds.

**24-70 Review of Dog Bags**

The Clerk reported that approximately 8,000 dog bags are being distributed every two months. Each packet has 48 bags and works out at 75p a bag. Before considering charging for the bags Council would like to reduce the packets to one per resident and ask residents to sign for the packets.

**RESOLVED:** That the Clerk inform residents of Councils decision in the next Gazette article.

**24-71 Environment Area**

The Clerk reported the Concrete and metal pieces sticking out of the ground near the brook at the bottom of King George V have been removed. They are part of a large structure buried in the ground which the Handyman is unable to remove by hand and would need the use of a digger.

**RESOLVED:** That the area is assessed at the Recreation site meeting on the 28<sup>th</sup> August.

**24-72 Quote for Office Roof - Appendix A**

The Clerk presented a quote for repairs to the office roof of £3,714.19 for consideration. This is the only quote obtained so far despite contacting several companies.

**RESOLVED:** That Council would like two more quotes to consider before a decision is made.

**24-73 Play Inspection Quotes – Appendix B**

The quotes received for the various repairs identified in the Play Inspection were discussed. The priority is the repair to the slide which has been condemned. The Handyman has blocked off the slide at the top and tape has now been put on the slide chute to stop children climbing up it.

**RESOLVED:** That the Deputy Clerk endeavour to get a start date for the work to the slide within the next two weeks. That a laminated sign be put on the slide informing people it is not in use.

**24-74 Damaged Grave Stones (Deputy Clerk)**

The Deputy Clerk reported there are two fallen gravestones in the cemetery, despite attempts to locate the families, they are no longer at the addresses given when the plots were purchased. A memorial company have advised that to re-anchor the headstones the cost will be £380 per stone. A check will need to be initially carried out to verify both stones will withstand the drilling.

**RESOLVED:** That the Deputy Clerk bring some photos of the location of the headstones and identify any area in the cemetery for fallen head stones to be placed for the next meeting.

**24-75 Draft Training & Development Policy– Appendix C**

The policy was identified as part of the Clerks CiLCA training.

**RESOLVED:** That the policy be adopted and published on the parish website.

**24-76 Finance**

- a) The Council noted the income for the month of July 2024 totalling £ £2,463.96 - Appendix D.
- b) The Council resolved to authorise the expenditure for the month of July 2024 totalling £12,077.86 The invoices were checked by Cllr Wright and Cllr Green - Appendix E (attached).
- c) The Council noted the Bank Reconciliation for July 2024 - Appendix F.

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- d) Bank Balances @ 31/05/24: Unity Trust Current Account £34,677.31  
Unity Trust Savings Account £30,009.04  
Redwood Bank 95 Day Notice £40,000.00

**24-77 Clerk and Gardener/Handyman's Report on Work in Progress - Appendix G**

- The Deputy Clerk has received conflicting information regarding the Christmas tree planting. The LCC Forestry Team has been contacted for further advice. Council discussed the alternative option of installing a metal sleeve and lid to house a 10ft cut tree which could be replaced each year.

**RESOLVED:** That the Deputy Clerk arrange installation of the metal sleeve in consultation with the Forestry Team.

- The Cemetery tree work has been completed; the contractor has now identified an additional tree which will need to be felled the Contractor will send a quote for the further work.
- The football perimeter fenceposts have been painted but the handyman is unable to fill in the cracks.
- The Millstone Play area fencing was agreed at the Recess Meeting, however the gate will not be wide enough for the mowing contractor to access. Options for double leaf wooden gates are being looked at, the Clerk is awaiting quotes.
- The Alarm in the Parish Office has been serviced.
- A suitable date for both parties could not be found for a meeting with the Scout Hall.

**RESOLVED:** That the Clerk write to the Scout Hall Chair.

**24-78 Items for the Website/Gazette**

- Dog Bags

**24-79 Chairman's Announcements**

None.

**24-80 Items for discussion at the next meeting**

None.

The meeting closed at 9:05pm.

\_\_\_\_\_ Date: \_\_\_\_\_

# Queniborough Parish Council

28 August 2024 (2024-2025)

## PAYMENTS (AWAITING AUTHORISATION) LIST

*This report includes one or more cost centres that have been marked as confidential. This means that only the totals are shown without any further detail.*

Vouch	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
	Staff Costs	15/08/2024 - 30/08/2024				Confidential			2,618.08		2,618.08
136	Stationery/Misc	26/07/2024	8288/24-76	Unity Trust Bank Current Account	DD - Multi Pay card	Stationery	Amazon Business	S	9.80	1.96	11.76
137	Stationery/Misc	26/07/2024	8288/24-76	Unity Trust Bank Current Account	DD - Multi Pay card	Stationery	Amazon Business	S	6.80	1.36	8.16
139	Grounds maintenance	26/07/2024	8288/24-76	Unity Trust Bank Current Account	DD - Multi Pay card	No dogs allowed in the playg	SafetySigns4Less	S	25.74	5.15	30.89
135	Grounds maintenance	26/07/2024	8288/24-76	Unity Trust Bank Current Account	DD - Multi Pay card	Do not park on the grass sigi	Amazon Business	S	20.09	4.00	24.09
138	Cemetery Maintenance	26/07/2024	8288/24-76	Unity Trust Bank Current Account	DD - Multi Pay card	Mole Control Cemetery	Amazon Business	S	33.31	6.67	39.98
134	Bank interest	26/07/2024	6629/24-76	Unity Trust Bank Current Account	DD - Multi Pay card	Bank Interest	Lloyds Bank	E	3.00		3.00
147	Telecommunications	01/08/2024	8073/24-76	Unity Trust Bank Current Account	DD	Telephone and Broadband	Sky Business	S	24.50	4.90	29.40
146	Football Facilities	01/08/2024	8150/24-76	Unity Trust Bank Current Account	DD	Electricity bill	EDF Energy	L	9.07	0.45	9.52
151	Photocopier	08/08/2024	8013/24-76	Unity Trust Bank Current Account	DD	Photocopier Lease	PEAC (UK)Limited	S	64.50	12.90	77.40
149	Electricity	09/08/2024	8074/24-76	Unity Trust Bank Current Account	DD	Electricity bill	YU Energy	L	31.72	1.59	33.31
162	Stationery/Misc	15/08/2024	8288/24-76	Unity Trust Bank Current Account		printer paper	ESPO	S	5.95	1.19	7.14
164	Photocopier	15/08/2024	8013/24-76	Unity Trust Bank Current Account		Photocopier copies charge	Sharp Business System	S	25.00	5.00	30.00
156	Office Cleaning	15/08/2024	6771/24-76	Unity Trust Bank Current Account		Office Cleaning	Contractor	Z	30.00		30.00
140	Mowing Contract	15/08/2024	8013/24-76	Unity Trust Bank Current Account		Millstone Lane Play Area	Roma Landscapes	S	175.00	35.00	210.00
141	Mowing Contract	15/08/2024	7809/24-76	Unity Trust Bank Current Account		Mowing Contract QPC	Roma Landscapes	S	350.00	70.00	420.00
142	Mowing Contract	15/08/2024		Unity Trust Bank Current Account		Mowing Contract LCC	Roma Landscapes	S	203.09	40.62	243.71
163	Litterbins	15/08/2024	8288/24-76	Unity Trust Bank Current Account		Litter bin bags	ESPO	S	29.90	5.98	35.88
148	Litterbins	15/08/2024	8242/24-76	Unity Trust Bank Current Account		Litter bin collection	TARGET HYGIENE SER	S	121.33	24.27	145.60
154	Litterbins	15/08/2024	6771/24-76	Unity Trust Bank Current Account		Litter bins emptying	Contractor	Z	150.00		150.00
152	Groundsman (Recreation)	15/08/2024	6771/24-76	Unity Trust Bank Current Account		Groundsmans duties	Contractor	Z	900.00		900.00
150	Grounds maintenance	15/08/2024	8288/24-76	Unity Trust Bank Current Account		Board over slide	Man About The House	Z	22.00		22.00
144	Grounds maintenance	15/08/2024	8288/24-76	Unity Trust Bank Current Account		Repair Gate Post on KGV play area	Man About The House	Z	112.15		112.15
153	Groundsman (Cemetery)	15/08/2024	6771/24-76	Unity Trust Bank Current Account		Cemetery Gardener/Handyman	Contractor	Z	600.00		600.00
155	Cemetery Mowing	15/08/2024	6771/24-76	Unity Trust Bank Current Account		Cemetery Mowing contract	Contractor	Z	315.00		315.00
143	Football Facilities	15/08/2024	8060/24-76	Unity Trust Bank Current Account		PAINT FOOTBALL PITCH PERIMETER P	Man About The House	Z	520.79		520.79
133	Recreation	15/08/2024		Unity Trust Bank Current Account		Hybrid Grass Installation	PlaySmart UK	S	4,250.00	850.00	5,100.00
145	Newsletter	15/08/2024		Unity Trust Bank Current Account		Queniborough Gazette Grant	Queniborough Gazette	Z	350.00		350.00
<b>Total</b>									<b>11,006.82</b>	<b>1,071.04</b>	<b>12,077.86</b>