

**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 General Purposes and Cemetery Management Committee held at 7.30 pm in the Parish Council Meeting Room on Wednesday, 4th October 2023.

PRESENT:	Cllr R Green (Chair) Cllr S McKenzie	Cllr M Winterton Cllr D Warner
NOT PRESENT:	Cllr S Wright	Cllr Payne
IN ATTENDANCE:	Mrs R Barlow Skinner (Clerk)	Mrs S Farrell (Cemetery Clerk/Groundsman)

8066 Apologies received and accepted

Cllr Wright, Cllr Payne and the Deputy Clerk.

8067 Declaration of Councillor's interest and requests for dispensation

None.

8068 Matters arising from The General Purposes and Cemetery Management Committee meeting held on 7th June 2023.

None.

8069 Consecration update (Clerk to report)

Researched old minutes which confirmed consecration of the burial ground took place on 20th June 1978. Also found minutes from 2nd Feb 1978 stating that it was agreed that a small area of the burial ground remain unconsecrated. Found a plan of the cemetery which describes the area to be consecrated in red and the unconsecrated area in green, however the office copy is in black and white. Checked with the records office and also St Martins House and neither can find a colour copy. Council therefore need to consider if it wants to consecrate the land on the Wildflower Meadow as there seems to be no evidence that this has been carried out.

RESOLVED: That the Clerk should start the application to petition for consecration of the land.

8070 Cemetery Management Report (Cemetery Clerk to report)

- There is currently a mole problem near the cremation plots. The pest control man has set traps and hopefully this will be resolved shortly.
- The grass turf laid earlier in the year has taken and is looking good.
- The regular volunteers are doing a great job in the Garden of Remembrance.
- The bird boxes that were purchased last year will be put up shortly.
- Slug pellets have been found near flowers surrounding a grave, concerns raised as they contain metaldehyde, an organic compound that is also toxic for other wildlife such as hedgehogs, birds and rabbits.

RESOLVED: That the Clerk should include in the review of the Rules & Regulations that the use of slug pellets is strictly prohibited.

- A donation of £150 has been received to pay for bird food on an annual basis.

RESOLVED: That the Clerk purchase bird food on a monthly basis.

8071 Cemetery Audit and Scribe (Clerk to report)

This has now been completed, discrepancies identified mainly with reserved plots which have been penciled into the ledger without a subsequent grant being purchased. The Clerk has updated the spreadsheet and has sent to the Scribe admin team for inputting the data for use on the new software. Discussed the need for a reserve period of up to three months before taking out of the ledger if a grant is not purchased.

RESOLVED: That the Clerk should include in the review of the Rules & Regulations.

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8072 Consider price for purchasing a statue/flag from the RBLI

Unknown Tommy Silhouette Statue - Aluminium 3mm thick 4ft 10" (including base) £145.83. The committee discussed where this could be sited as it would be best illuminated near a streetlight. Unfortunately, the church and war memorial are not lit at present so a suitable site in the village could not be determined.

Lest we forget flag – £13.32. The committee were happy to purchase this item to mark the event on an annual basis.

RESOLVED: That the Clerk purchase the flag from RBLI once the new credit card has been received to enable the VAT to be reclaimed.

8073 BT Contract review

Letter received from BT with renewal price of £42.95 pm (£515.40pa), the current contract ends on 15th December. The Clerk has obtained three other quotes from different providers as follows;

Focus Group £40.00 pm (£480.00pa)

Sky £24.95 pm + £12 P&P (£311.40pa) 24-36 month contract

TalkTalk £22.95 pm (£275.40) 12month contract

Although TalkTalk was the cheapest provider the Clerk would not recommend going back to them as there were significant problems with billing on the last contract, the Committee agreed that Sky would be the best all-round package.

RESOLVED: That the Clerk contact Sky to arrange transfer of telephone and broadband services from 15th December.

8074 Parish Office Energy Contract review

Unable to change to a 2-rate meter with British Gas Lite. Spoken to several energy companies and all advise it is more cost effective to stay on a single rate as the standing charge will be much lower. Cost of electricity for 2022-23 was £1,717.31 on 12 month fixed rate contract, this contract ends on 22nd December. The Clerk has obtained three quotes to consider;

YU Energy 36 month contract £1,019 pa

British Gas Lite 36 month contract £1,152 pa

EDF 12 month contract £1,170.93

RESOLVED: That the Clerk arrange transfer of the electricity supply to YU Energy from 22nd December.

8075 Office 365 update (Clerk to report)

As the only way to purchase is by credit card, still waiting on the business application with Unity Trust bank before purchasing.

RESOLVED: That the Clerk purchase from Microsoft once the new credit card has been received which will also enable the VAT to be reclaimed.

8076 Traffic Enforcement Consultation

Previously discussed at last the last full council meeting, this is not a survey to complete as originally thought but a request for comments regarding County Council applying for new enforcement powers to improve safety and reduce congestion on the roads, trialling in Hinckley. After further discussion the Committee concluded that as this seemed to focus on town/city traffic enforcement, no relevant comments could be made.

RESOLVED: That the Committee declined to comment.

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8077 Vehicle Activated Sign (VAS)

The Clerk asked the Committee to decide as no funding is currently available, if this item should be included in the 23/24 budget for review in November.

RESOLVED: That the Clerk include this expenditure in the figures for the 23/24 budget.

8078 Review of Cemetery Rules and Regulations Policy

- Additional paragraph to be included on Page 3 under "Provision as to Grants" regarding a three month period for reserving a plot.
- Additional paragraph to be included on Page 2 under "General" regarding the use of slug pellets.

RESOLVED: That the Clerk amend the document to adopt and publish on the council website.

8079 Review of Documents and Records retention Policy

- As no new legislation/advice has been received, this document does not currently require alteration.
- The Clerk explained that it would be helpful to free up space in the office by archiving historic minute books and accounts from before 2003 to the Records Office in Wigston.

RESOLVED: That the Clerk apply to the records office to archive historic records.

8080 Christmas Lights

The Clerk reported that realistically arranging a tree with power on Highways land cannot be organised by December this year. She has looked into options of renting solar powered hanging baskets which could be hung outside the pubs and other businesses in the village on Main Street and Queniborough/Syston Road. Also discussed trying to get a tree to be placed on Rearsby Road opposite the Post Office, with battery/solar lights purchased by the Council.

RESOLVED: 1. That the Clerk approach the two pubs, hairdresser, Crossroads store and Quenibean to find out if they would each be willing to pay for a solar powered Christmas Tree hanging basket.

2. That the Clerk approach Coles nursery to find out if they could donate a tree and investigate lighting options.

8081 Requests for Memorials

- Request received for a bench but after speaking to the Cemetery Clerk would now like bird feeders. The Committee had no objections to this.

RESOLVED: That the Cemetery Clerk let the family know that this was acceptable.

- Initial enquiry regarding a circular memorial bench which could go round a tree near the garden of remembrance.

RESOLVED: That the Cemetery Clerk find out more information/obtain photos of the style of bench before this could be agreed.

8082 Planning Applications

[P/23/1760/2](#) Extensions and alterations to stable block for use as canine day care facilities, dog grooming and change of use of land to provide dog walking/training field with associated works. Croxton Road Stables South Croxton Road Queniborough LE7 3RU.

RESOLVED: That whilst the Committee had no objections to this application they were concerned with the extra traffic this might generate and would like neighbours views to be taken into consideration.

The meeting finished at 9:00pm