

QUENIBOROUGH PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.30 pm in the Council Meeting Room on
Wednesday, 16th August 2023

PRESENT:

Cllr S Wright (in the Chair)	Cllr R Green
Cllr R Curtis	Cllr D Warner
Cllr M Winterton	Cllr D Bowles
Cllr S Aynsley	Cllr S McKenzie
Cllr D Grimley	Cllr C Payne

NOT PRESENT:

IN ATTENDANCE:

Mrs R Barlow Skinner (Clerk)	CBC - Cllr L Needham
Mrs T Willson	LCC – Cllr J Poland

County Cllr James Poland and Borough Cllr L Needham gave Verbal reports, a written report was received from Charnwood East Police.

8009 Apologies for Absence sent and accepted

None.

8010 Declaration of Councillor's Interest both Personal and Prejudicial and Requests for Dispensation

Cllr Green declared an interest on planning application P/23/1252/2 and Cllr Winterton declared an interest in planning application P/23/1294/2.

8011 To Approve and sign the minutes of the Parish Council Meeting held on 21st June 2023

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

8012 Matters arising from those minutes not covered as an agenda item.

RESOLVED: None.

8013 To consider decisions made under delegated powers during the summer recess 19th July 2023

To authorise decisions made at summer recess meeting.

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

8014 To Consider Planning Applications and Planning matters

P/23/1252/2- Proposed loft conversion with dormer windows and velux rooflights to rear elevation. 3a Manor Farm Mews Main Street Queniborough Leicestershire LE7 3EA
Cllr Green left the meeting.

RESOLVED: That Council have no objections to this application.

P/23/1097/2- Conversion of garage into annexe, with associated fenestration alterations. 23 Main Street Queniborough Leicestershire LE7 3DB
Cllr Green returned to the meeting.

RESOLVED: That Council have no objections to this application

P/23/1054/2- Erection of single storey rear extension and detached garage to rear of dwelling. 23 Main Street Queniborough Leicestershire LE7 3DB

RESOLVED: That Council have no objections to this application

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P/23/1334/2 -Erection of two storey side extension and single storey rear extension. 8 Barkby Road Queniborough Leicestershire LE7 3FD

RESOLVED: That Council have no objections to this application but would like neighbour's views to be taken into consideration.

P/23/1236/2-Outline planning application for the residential development of 100 dwellings alongside associated site infrastructure, open space and landscaping (all matters reserved except for access and landscaping). Land at Melton Road Queniborough Leicestershire LE7 3FL

Cllr Wright gave an overview of the meeting with Hallam Land development for the new Councillors.

RESOLVED: That Council agree the draft comments for the Clerk to submit.

P/23/1235/2 -Outline planning application for the residential development of up to 160 dwellings alongside associated site infrastructure, open space and landscaping (all matters reserved except for access and landscaping). Land at Melton Road Queniborough Leicestershire LE7 3FL

RESOLVED: That Council agree the draft comments for the Clerk to submit.

P/23/1294/2 -Outline application for up to 195 dwellings with all matters reserved except access. Land North of Barkby Road Syston Leicestershire

Cllr Winterton left the meeting.

RESOLVED: That Council agree the draft comments for the Clerk to submit.

P/23/1383/2 -Outline Planning Application for proposed residential development of up to 56 no. dwellings including provision of public open space and associated infrastructure (All matters reserved except for access). Land off Melton Road Rearsby Leicestershire LE7 4YR

Cllr Winterton returned to the meeting.

RESOLVED: That Council agree the draft comments for the Clerk to submit.

8015 Correspondence Received

Items for discussion/comments:

1. Request to Use Parish Office for Borough Councillor Surgeries

RESOLVED: That Council agree the request.

2. Request from Davidsons Developments to meet with Council to discuss reserved matters application (P/20/2349/2).

RESOLVED: That Council agree to engage with Davidsons Development, the Clerk to offer the date of the 13th September to Davidsons.

3. Resident asking for support on disabled children's right to play in their local playground.

RESOLVED: That the Clerk contact Scope for more information.

4. Response from Resident regarding Gazette article on parking on grass verges.

RESOLVED: That the Clerk respond to the resident.

5. Request to Use Parish Office for County Councillor

RESOLVED: That Council agree the request. Cllr Grimley volunteered to represent the Parish Council.

Items for Councillors information:

1. Consultation on Draft Enforcement Plan

8016 Update on Highways Fund - Bollards

The widening of the pavement outside of the school and installing bollards has been discussed at previous meetings. Cllr Poland reported that the cost of £50,000 exceeds the budget available so he has approached Highways with the suggestion of raising the kerb as a way of stopping traffic mounting the pavement. Due to safety issues for pedestrians and the cost this is not a viable option.

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RESOLVED: That the Clerk arrange a meeting with Cllr Poland and the Head teacher of the school once appointed, to discuss other options. That the Clerk and Cllr Poland write a joint letter to the resident group bringing them up to date with the current position.

8017 QVHMC Representative report (Cllr Curtis)

Cllr Curtis reported:

- A residents meeting has been arranged for the 6th September.
- The Swing Band on the 28th October is going to be fancy dress as it is near Halloween.
- The next film is the Greatest Showman, the following one will be Super Mario.
- There is still a problem with the sewers, and work is ongoing.
- A health and Safety issue has been identified in the way people using the Hall are stacking the chairs, this is despite there being a diagram to show the right way to do it.
- The Village Hall Committee are working with the Pre-School to try to resolve their current issues.
- The Village Hall is creating a policy to look at the environmental impact on everything they do.
- The plaque for Gordon Hallam has been ordered.
- The wildlife area should be completed in September.

8018 Amended Football Agreement for the 2023/24 agreement Appendix A

This new agreement was discussed, and all Councillors agreed that it should be adopted.

RESOLVED: That the policy be adopted and published on the Parish Council Website.

8019 Football Facilities - To agree for a new team to use the facilities on a Saturday

Brookside Athletic have now moved to Syston so there is availability for a new team to use the facilities on a Saturday afternoon. East Goscote are setting up a new men's team and have asked if they can use the facilities.

RESOLVED: That Council agree to East Goscote men's team using Rearsby Road and the Deputy Clerk to issue the contract.

8020 To Consider quotes for the Heating for the football changing rooms Appendix B

The Deputy Clerk has contacted three electricians to quote for trace heating but only one has quoted. One Contractor declined to quote as he has advised that trace heating should not be used on showers and one declined as using trace heating on a cold-water main is a legionella risk. Other options discussed were:

- Having more substantial lagging
- Warming the room with heaters, this would have an impact on the electricity costs.
- Changing all pipe work to plastic pipes.

RESOLVED: That the Deputy Clerk get a quote for changing the pipe work from the Council's handyman.

8021 To consider amended quote for new Parish Notice Boards for Branston's and Millstone Lane Appendix C

The Deputy Clerk has obtained a revised quote with toughed glass and delivery.

RESOLVED: That Council agree the revised quote and the Deputy Clerk to order the two notice boards and obtain a quote from the Handyman for the fixing of the notice boards. If the quote is significantly lower Council are happy to authorise the Handyman carry out the fitting..

8022 Update on PCC Safety Fund (Cllr Grimley)

Cllr Grimley has signed onto a Police and Crime Commissioner's Charnwood Bid Writing Workshop.

RESOLVED: That Cllr Grimley report back to Council after the workshop

8023 Charnwood Road Safety Committee

RESOLVED: That Cllr Grimley will represent the Parish Council on the Charnwood Road Safe Partnership Committee on 29th August.

8024 Business Continuity Plan - Appendix D

When the draft plan was sent by retired Cllr Patel there was some text missing, the Clerk has since contacted Cllr Patel for the missing text which should read "*Depending on the nature of the incident, we may need to assess support needs of staff with input from relevant professional support services*".

RESOLVED: That this missing text should be inserted in the policy for adoption and published on the Parish Council Website.

8025 Code of Conduct Appendix E

The new policy was discussed, and all Councillors agreed that it should be adopted.

RESOLVED: That the policy be adopted and published on the Parish Council Website.

8026 NS&I Change of Signatures

The Council's NS&I account still has the previous Clerk as named person despite documentation being sent in to change the name. A resolution of the Council will be required to change the name to the current Clerk.

RESOLVED: That the current Clerk, Rachel Barlow-Skinner, will be the named person for the account as the Council's Responsible Finance Officer.

8027 Finance

- a) The Council noted the income for the month of July 2023 totalling £410.00 - Appendix F.
- b) The Council resolved to authorise the expenditure for the month of July 2023 totalling £6,312.07. The invoices were checked by Cllr Wright and Cllr Green Appendix G (attached).
- c) The Council noted the Bank Reconciliation for July 2023 – Appendix H.
- d) Bank Balances @ 31/07/23: Unity Trust Current Account £86,742.18
- e) National Savings Account £6,336.25

8028 Clerk and Gardener/Handyman's Report on Work in Progress

The Clerk reported:

- The resident complaint regarding cricket balls has now been resolved.
- The WI have agreed to plant a tree on King George V in the planting season. They would like the Parish Council to choose the variety and keep the WI updated.

RESOLVED: That the Clerk seek advice on the correct type of tree to be planted.

- The Vandalism of gym equipment has been reported to the police and Insurance company. The cost of replacing the equipment is £2,495.
- The Mini Goal End installation date is yet to be confirmed.
- The weeds on the Rearsby Road playing field next to the changing facilities are very overgrown.

RESOLVED: That the Clerk get a quote from the mowing contractor to clear the weeds.

8029 Items for the Website/Gazette

- Vandalism of the Gym equipment
- Update on the Bollards outside the school
- Volunteer Groups in the village

8030 Chairman's Announcements

None.

8031 Items for discussion at the next meeting

Response from Syston Town Council to letters concerning Syston Cemetery.

RESOLVED: That the Clerk chase up a response by 20th September.

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_____ Date _____

Queniborough Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
136	Telecommunications	22/07/2023		Unity Trust Bank	DD	Telephone and Broadband	BT	S	47.45	9.49	56.94
131	Stationery/Misc	26/07/2023		Unity Trust Bank		printer paper	Amazon Business	S	32.82	6.57	39.39
132	Grounds maintenance	26/07/2023		Unity Trust Bank		No Parking Sign	Amazon Business	S	38.66	7.73	46.39
133	Stationery/Misc	26/07/2023		Unity Trust Bank		Magnetic strips for notice	Amazon Business	S	4.96	0.99	5.95
134	Stationery/Misc	26/07/2023		Unity Trust Bank		Stationery	Amazon Business	S	6.41	1.28	7.69
135	Electricity	26/07/2023		Unity Trust Bank		Electricity bill	EDF Energy	L	34.34	1.72	36.06
146	Litterbins	31/07/2023		Unity Trust Bank	DD	Litter bin collection	Bakers Waste	S	165.58	33.12	198.70
137	Other S.137	03/08/2023		Unity Trust Bank		Defibrillator Subscription	Community Heartbeat Tr	S	252.00	50.40	302.40
139	Grants	17/08/2023		Unity Trust Bank		Queniborough Gazette Gr	Queniborough Gazette	E	350.00		350.00
138	Litterbins	17/08/2023		Unity Trust Bank		Dog Bags	JRB Enterprise	S	63.40	12.68	76.08
140	Grounds maintenance	17/08/2023		Unity Trust Bank		Mowing Contract QPC	Roma Landscapes	S	350.00	70.00	420.00
141	Grounds maintenance	17/08/2023		Unity Trust Bank		Mowing Contract LCC	Roma Landscapes	S	203.09	40.62	243.71
143	Grounds maintenance	17/08/2023		Unity Trust Bank		Millstone Lane Play Area	Roma Landscapes	S	175.00	35.00	210.00
144	Football Facilities	17/08/2023		Unity Trust Bank		Deputy Clerk Expenses	Mrs T Willson	E	42.45		42.45
142	Cemetery Maintenance	17/08/2023		Unity Trust Bank		Construct and install tap f	Man About The House	E	330.30		330.30
154	Income Tax	17/08/2023		Unity Trust Bank		PAYE/NI	HM Revenue & Customs	E	167.32		167.32
149	Subscriptions	17/08/2023		Unity Trust Bank		Annual membership	CPRE	E	36.00		36.00
145	Cemetery Maintenance	17/08/2023		Unity Trust Bank		Gravel for cemetery	Wanlip Sand and Gravel	S	88.50	17.70	106.20
148	Cemetery Maintenance	17/08/2023		Unity Trust Bank		Gravel for cemetery	Bakers Waste	S	55.50	11.10	66.60
147	Cemetery rates	17/08/2023		Unity Trust Bank		Water rates cemetery	Water Plus	E	7.81		7.81
150	Salaries	17/08/2023		Unity Trust Bank		Salaries	Staff	E	969.73		969.73
152	Salaries	17/08/2023		Unity Trust Bank		Salaries	Staff	E	179.36		179.36
158	Cemetery Mowing	17/08/2023		Unity Trust Bank		Mowing Contract Cemeter	Contractor	E	345.00		345.00
157	Litterbins	17/08/2023		Unity Trust Bank		Litter bins emptying	Contractor	E	120.00		120.00
155	Groundsman (Recreation	17/08/2023		Unity Trust Bank		Groundsman 's duties	Contractor	E	720.00		720.00
156	Groundsman (Cemetery)	17/08/2023		Unity Trust Bank		Cemetery Gardener/Hand	Contractor	E	480.00		480.00
144	Litterbins	17/08/2023		Unity Trust Bank		Deputy Clerk Expenses	Mrs T Willson	E	5.94		5.94
144	Office Cleaning	17/08/2023		Unity Trust Bank		Deputy Clerk Expenses	Mrs T Willson	E	6.00		6.00
153	Salaries	17/08/2023		Unity Trust Bank		Salaries	Staff	E	134.68		134.68
161	Litterbins	17/08/2023		Unity Trust Bank		Dog Bags	JRB Enterprise	S	124.80	24.96	149.76
162	Litterbins	17/08/2023		Unity Trust Bank		Disposable Gloves	Amazon Business	S	5.41	1.08	6.49
159	Stationery/Misc	17/08/2023		Unity Trust Bank		Accident Book	Amazon Business	S	7.48	1.50	8.98
160	Stationery/Misc	17/08/2023		Unity Trust Bank		Receipt Book	Amazon Business	S	1.53	0.31	1.84

151 Salaries

31/08/2023

Unity Trust Bank

Salaries

Staff

E

434.30

434.30

Total

5,985.82

326.25

6,312.07