

**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, 19th June 2024

PRESENT:

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

NOT PRESENT: Cllr S Aynsley Cllr D Grimley

IN ATTENDANCE: Mrs R Barlow-Skinner (Clerk)
Mrs T Willson (Deputy Clerk)

County Cllr James Poland, Borough Cllrs Laurie Needham and Sandra Woodward gave verbal reports. Charnwood East Police sent a written report.

24-36 Apologies for Absence sent and accepted

Cllr S Aynsley and Cllr D Grimley.

24-37 Declaration of Councillor's Interest both Personal and Prejudicial and Requests for Dispensation

Cllr Winterton declared an interest in the Pre-Planning Advice P/24/0975/2.

24-38 To Approve and sign the minutes of the Parish Council Meeting held on 22nd May 2024

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

24-39 Matters arising from those minutes not covered as an agenda item.

24-10 - Cllr Wright confirmed that a letter has been sent to Syston Town Council, but no response has yet been received.

24-40 To Approve and sign the minutes of the General Purposes & Cemetery Management Committee meeting held on 5th June 2024

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

24-41 Matters arising from those minutes not covered as an agenda item.

None.

24-42 Village Awards

The following people were presented with a Village award to show the Councils appreciation of their services to the village;

Karl Smith, for flood services to the village.

Maria Payne for setting up the Queniborough Wombles.

Diana Illsley – Awarded in 2023 for raising money for MS Charity from plant sales.

24-43 To Consider Planning Applications and Planning matters

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). Land at Melton Road Queniborough Leicestershire LE7 3FL.

RESOLVED: That Cllr Wright will be speak on behalf of the Parish Council at the planning meeting on 20 June, Cllr Woodward will also speak on residents behalf.

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P/22/1224/2 Demolition of the existing industrial buildings at 1448 Melton Road (former Shield Engineering), 1444 Melton Road (lodge cottage) and the northern-most 20th Century wing of 1446 Melton Road (Queniborough Lodge); conversion of Queniborough Lodge and associated outbuildings to form 8 no. dwellings and the construction of 119 no. new dwellings (125 net dwellings in total); new vehicular access onto Melton Road; open space including play provision and allotments and associated infrastructure, SuDS, landscaping and ground remodelling. 1444, 1446 and 1448 Melton Road Queniborough Leicestershire LE7 3FN

RESOLVED: That the Council have no further objections to this application, the development is in the local plan, and has previously been approved. Cllr Wright and Cllr Woodward will ask the Planning Committee to take this application into consideration when deciding on P/23/1235/2.

For Information

P/24/0975/2 Pre-Application Advice - Masterplan Framework Document in support of proposals for residential development consisting of 1,020 dwellings, primary school, community hub, sports pitches, allotments, open space and associated infrastructure (Emerging Local Plan Allocation HA1). Land North of Barkby Lane and West of Queniborough Road, Syston, Leicestershire

P/23/2369/2 / APP/X2410/D/24/3344989 - Section 73 Removal of Condition 2 (Proposed render material to garage and connection extension) of Planning Application ref: P/23/0202/2 (Retrospective erection of a two storey side and rear extension and single storey rear extension). Removal proposed to enable the retention of existing render to garage and connecting extension. 64 New Zealand Lane, Queniborough, Leicestershire, LE7 3FT. This Planning Application was refused on 16/03/2024 and has now gone to appeal.

24-44 Correspondence Received

Items for discussion/comments

1. Resident Requesting Fencing on Millstones Play Area – Suggesting an extension of the existing fencing to enclose the play area and put up “No Dog” signs.

RESOLVED: That the Clerk obtain quotes for the next meeting.

2. Resident regarding obstruction of car on Marsden Avenue – Already reported to Charnwood Abandoned Vehicles over two months ago.

RESOLVED: That the Clerk report the car to the police as the Parish Council have no jurisdiction on having it removed.

3. Resident regarding Air Quality in the Village – Charnwood responded earlier in the year that Queniborough did not fulfil the criteria.

RESOLVED: That the Clerk respond to the resident and Cllr Needham pursue with Charnwood.

4. Invite to Gordon Hallam Plaque Unveiling from Village Hall Committee – Cllr Wright, Cllr Curtis, Clerk and Deputy Clerk will attend.

RESOLVED: That remaining Councillors let the Clerk know if they will be attending.

5. Resident regarding Weeds, Road Sweeping and Litter in the Village - The Clerk has received confirmation from Charnwood that an LCC contractor is due to treat the Charnwood district over the next 10 days, however clarification is needed on what this actually means.

RESOLVED: That the Clerk reply to the residents letter and Cllr Needham contact Highways for more detail.

6. Dissertation Participation Request for PhD Student in Blaby - conducting a research project titled “Exploring the Effectiveness of Neighbourhood Plans in Leicestershire on Contributing

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towards Local Authority Housing Targets”, that aims to explore the views and experiences of Parish Councils on neighbourhood development plans.

RESOLVED: That the Clerk speak to the retired Clerk as he was involved in the Neighbourhood Plan Steering Group.

Items for Councillors information

1. Motorbikes on King George V Playing Field
2. Rabbits at the Cemetery
3. Update on Developer Contributions Requested for Primary Education
4. Response from Charnwood Planning regarding felled silver birch trees on Marsden Avenue
5. Abel Alarms, regarding termination of contract
6. Response from Davidsons following fencing issues on Glebe Road

24-45 QVHMC Representative report (Cllr Curtis)

- The Comedy night was a success.
- The film nights continue to be successful. The next film is Encanto (a sing along) on 28th June.
- The date for the disco is still to be fixed.
- The beer festival will be the weekend 25/26th October.
- The Gordon Hallam Plaque unveiling will be on the 13th July.
- The wildlife garden is going very well. The Village Hall successfully applied for 15 trees from the Woodland trust which will be delivered in Autumn.
- The acoustics in the hall is being looked into.
- Syston Brass band are looking into using the hall for practice once a week.
- Cllr Wright asked if the problem with the toilets has been resolved, Cllr Curtis confirmed it is an ongoing issue.
- The Clerk reported that the issue with some users of the Village Hall using the Parish Council bin has still not been resolved. The dog waste from the village is disposed of in the Parish Council bin and the contract with the new waster carrier is based on a lid down cost. Therefore, if the bin is overfilled an added cost will be incurred.

RESOLVED: That Cllr Curtis make the Village Hall Committee aware of the ongoing problem. That the Clerk contact the waste carrier to see if a lock can be fitted on the Parish Council bin.

- The Clerk fedback Cllr Aynsley’s update on the problem with the electrics on the village Hall.

RESOLVED: That Cllr Curtis report back at the next Village Hall Committee meeting.

24-46 Football Facilities Update (Deputy Clerk)

- The treatment of the pitch has started, it was sprayed a few weeks ago and will be seeded next week, weather permitting.
- The Conditions of Hire were discussed following amendment to show the season running from 1st September to 31st May. The maximum number of teams allowed to use the pitch at weekends has been reduced from 3 to 2.

RESOLVED: That the Council agree the amendments. That the Deputy Clerk issue the contracts to the football teams using the pitch.

24-47 Village Christmas Tree

The Deputy Clerk has contacted two recommended suppliers, neither do potted trees of 10ft. The Deputy Clerk has contacted the County Council Forestry team for further advice. Cllr Green suggested using a company where you can pick you own tree and have it cut down.

RESOLVED: That Cllr Green forward the name of the company to the Deputy Clerk.

24-48 Village Mowing Contract

The Contract currently states 10 day mowing and 20 day follow up mowing around the trees and obstacles in both parks. Roma could mow all the areas on each visit giving a better finish overall for

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longer. An additional one-off cost until the end of this mowing season with a review ready for next year for mowing in both parks would be £420.00.

RESOLVED: That the Council agree the additional cost, the Clerk to inform Roma.

The school has reported that Queniborough Road/Coppice Lane had not been mowed this year. The Clerk has spoken to Roma who stated that the school had previously told them not to mow this area as their own contractor would be mowing it. As the verge is included on the LCC map, the Clerk has instructed Roma to mow it going forward.

RESOLVED: That the Clerk clarify with Roma on the map exactly which areas on Coppice Lane need to be trimmed/mowed.

24-49 Queniborough Scout Group Parking for Users- Appendix A

The response from the Chair of Queniborough Scout Group to the Clerks letter was discussed.

RESOLVED: That the Clerk arrange a meeting with the Chair of the Scout Group and Council to discuss and resolve any issues.

24-50 Revised Quote for Tree work on Rearsby Road- Appendix B

The Clerk has obtained a revised quote for carrying out the tree works as recommended by Forestry Team of £880 +VAT, this includes the felling of T122, T166, T317 and T374, this is an additional cost of £370.00 + VAT.

RESOLVED: That the Council agree the quote and the Clerk instruct Roma to complete the work.

24-51 Turfing for Cemetery

The Clerk has obtained a quote from Derry's for turf for the cemetery. The price is £5.50 per metre which is the same as last year, 20 meters will be £110, Council agreed this was acceptable.

RESOLVED: That the Clerk confirm with the Groundsman how much turf is needed, or if she prefers to use grass seed.

24-52 Review of Freedom of Information Policy and Publication Scheme – Appendix C

The policy was identified for review in the Clerks CiLCA training.

RESOLVED: That the policy be re-adopted with the agreed amendments and published on the Parish website.

24-53 Draft Investment Strategy- Appendix D

The Clerk had prepared a new policy for consideration.

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

24-54 Investment Accounts

- The Clerk has now opened a new account with Redwood with a deposit of £40k, as authorised at the General Purpose and Cemetery Management Committee Meeting on 5th June, Min 24-33.
- The application form for the Unity Trust Savings account agreed at the Council meeting 17th April Min 8265 was signed by Cllr Wright and Cllr Winterton.

24-55 Finance

- a) The Council noted the income for the month of May 2024 totalling £2842.10 - Appendix E.
- b) The Council resolved to authorise the expenditure for the month of May 2024 totalling £8913.43 The invoices were checked by Cllr Wright and Cllr Green - Appendix F (attached).
- c) The Council noted the Bank Reconciliation for May 2024 - Appendix G.
- d) Bank Balances @ 31/05/24: Unity Trust Current Account £113,400.83

24-56 Clerk and Gardener/Handyman's Report on Work in Progress - Appendix H

- The fence near the metal gate on Millstones needs to be repaired. The approved handman has submitted two quotes. Quote A – to fit a new post (3- 4 hours work plus materials and rental of

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a generator), or Quote B – To drill through the metal gate post and bolt the wooden post to it (1 hour plus coach bolts and screws).

RESOLVED: That the Clerk contact the County Council to establish responsibility for the gate. If it is the Parish Councils the Council agree that Quote B is accepted.

- A quote has been received from Roma for tree work in the Cemetery of £720.00 plus VAT. This is for nine trees to have deadwood removed and one tree to have the hyper extended limb removed.

RESOLVED: That the Clerk get a least one more quote before Council makes a final decision.

- The direct debit mandate For EDF has been sent twice but still not processed. The Clerk has spoken to an adviser at EDF who has sent a 3rd mandate to be signed and emailed back.

RESOLVED: Cllr Wright and Cllr Winterton signed the mandate for the Clerk to email back to EDF.

- The Clerk has received a plaudit from Dobsons memorials, thanking the admin staff for their efficiency.
- Cllr wright has been unable to tighten the steering wheel on the train in the play area on King George V. He is going to try again using some tools, but if unsuccessful the Clerk will contact the manufacturer.
- Cllr Wright asked if there was a date for the football perimeter posts to be painted as the Handyman had been waiting for some dry weather.

RESOLVED: That the Clerk contact the contractor for a date for the work to be done.

24-57 Items for the Website/Gazette

- Grass cutting in the village
- Village Awards
- Use of bins at the Village Hall

24-58 Chairman's Announcements

None.

24-59 Items for discussion at the next meeting

None.

The meeting closed at 9.10pm

Date

Queniborough Parish Council

26 June 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.

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
	Staff Costs	20/06/2024 - 28/06/2024		Confidential					2,371.48		2,371.48
80	Bank Charges	28/05/2024	6629/24-55	Unity Trust Bank Current Account	DD	Bank Charges	Lloyds Bank	E	3.00		3.00
76	Groundsman (Recreation)	28/05/2024	6629/24-55	Unity Trust Bank Current Account	DD - Multi Pay card	Disposable Gloves	Amazon Business	S	5.41	1.08	6.49
79	Grounds maintenance	28/05/2024	8288/24-55	Unity Trust Bank Current Account	DD - Multi Pay card	Tennis Court Keys	Anstey Shoe Repairs	Z	85.00		85.00
78	Grounds maintenance	28/05/2024	8288/24-55	Unity Trust Bank Current Account	DD - Multi Pay card	Tree protectors	Amazon Business	S	12.87	2.57	15.44
77	Grounds maintenance	28/05/2024	6629/24-55	Unity Trust Bank Current Account	DD - Multi Pay card	Refund Amazon	Amazon Business	S	-19.13	-3.82	-22.95
73	Telecommunications	01/06/2024	8073/24-55	Unity Trust Bank Current Account	DD	Telephone and Broadband	Sky Business	S	24.50	4.90	29.40
75	Litterbins	07/06/2024	8242/24-55	Unity Trust Bank Current Account	DD	Litter bin collection	TARGET HYGIENE SERVICES		121.33	24.27	145.60
74	Electricity	09/06/2024	8074/24-55	Unity Trust Bank Current Account	DD	Electricity bill	YU Energy	L	42.56	2.13	44.69
84	Ground Rent	20/06/2024	8151/24-55	Unity Trust Bank Current Account		Ground Rent	Queniborough Village Hall	E	1,500.00		1,500.00
81	Training	20/06/2024	7935/24-55	Unity Trust Bank Current Account		Clerk Training	LRALC	E	495.00		495.00
98	Insurance	20/06/2024	8300/24-55	Unity Trust Bank Current Account		Insurance Premium	Clear Insurance Management	Z	1,614.19		1,614.19
87	Photocopier	20/06/2024	8013/24-55	Unity Trust Bank Current Account		Photocopier copies charge	Sharp Business System	S	25.00	5.00	30.00
90	Litterbins	20/06/2024	6771/24-55	Unity Trust Bank Current Account		Litter bins emptying	Contractor	Z	120.00		120.00
88	Groundsman (Recreation)	20/06/2024	7809/24-55	Unity Trust Bank Current Account		Groundsman 's duties	Contractor	Z	720.00		720.00
85	Grounds maintenance	20/06/2024	8288/24-55	Unity Trust Bank Current Account		Mole Control Playing Field	A1 Pest Control	Z	70.00		70.00
97	Mowing Contract	20/06/2024	8013/24-55	Unity Trust Bank Current Account		Millstone Lane Play Area	Roma Landscapes	S	175.00	35.00	210.00
83	Mowing Contract	20/06/2024	7809/24-55	Unity Trust Bank Current Account		Mowing Contract LCC	Roma Landscapes	S	203.09	40.62	243.71
82	Mowing Contract	20/06/2024	7809/24-55	Unity Trust Bank Current Account		Mowing Contract QPC	Roma Landscapes	S	350.00	70.00	420.00
99	Water rates (Cemetery)	20/06/2024	8150/24-55	Unity Trust Bank Current Account		Water rates cemetery	Water Plus	E	8.02		8.02
89	Cemetery Maintenance	20/06/2024	6771/24-55	Unity Trust Bank Current Account		Cemetery Gardener/Handyman	Contractor	Z	480.00		480.00
91	Cemetery Mowing	20/06/2024	7809/24-55	Unity Trust Bank Current Account		Grass mowing cemetery	Contractor	Z	315.00		315.00
86	Football Facilities	20/06/2024	8150/24-55	Unity Trust Bank Current Account		Electricity bill	EDF Energy	L	8.91	0.45	9.36
Total									8,731.23	182.20	8,913.43