

**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, 20th November 2024

PRESENT:

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

NOT PRESENT: Cllr R Curtis

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

County Cllr James Poland, Borough Cllr Laurie Needham and Charnwood East Police sent written reports and were in attendance to answer questions.

24-158 Apologies for Absence sent and accepted

Cllr Curtis.

24-159 Declaration of Councillor's Interest both Personal and Prejudicial and Requests for Dispensation

None.

24-160 To Approve and sign the minutes of the Parish Council Meeting held on 16th October 2024

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

24-161 Matters arising from those minutes not covered as an agenda item.

None.

24-162 To Approve and sign the minutes of the Recreation Committee meeting on 6 November 2024

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

24-163 To Consider Planning Applications and Planning matters

For Information:

Appeal Ref: APP/X2410/W/24/3349310 - Failure to Notify Decision for 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). Land at Melton Road Queniborough Leicestershire LE7 3FL

The Clerk had spoken to Cllr Needham prior to the meeting who had advised that this application had gone to appeal in the event of a legal challenge being made on application P/23/1235/2 for 160 houses.

24-164 Correspondence Received

Items for discussion/comments

1. Email from resident regarding dog mess on Glebe Road.

RESOLVED: That the Clerk write to the resident advising them to report the dog fouling to Charnwood.

2. Email from dog walker regarding No Parking on Rearsby Road Playing field.

RESOLVED: That the Clerk write to the dog walker reminding them of the reasons why no parking is allowed and outlining alternative places to park whilst visiting the park.

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Items for Councillors information:

1. Update of scheduled reopening of Queniborough Swimming pool
2. Letter from Resident with response from Charnwood concerning the cleaning of the roads/streets
3. Incident on Village Hall Car Park
4. Information on Charnwood Borough Council Leaf Sweeping Schedule

24-165 QVHMC Representative Report (Cllr Curtis)

No report as Cllr Curtis was not at the meeting.

24-166 Football Facilities Update (Deputy Clerk)

- The Handyman is unable to carry out the initial repair work on the shower in the away changing room but has advised he can repair any of the rotten woodwork. The Deputy Clerk is waiting for a quote from the contractor who fitted the home changing room showers. The showers are not currently being used which should avoid further damage.
- The Clerk reported on the meeting with the County FA and Leicester City Sports Turf on Monday 17th November to discuss pitch maintenance funding. An action plan has been formulated with the hope of gaining a grant for the 11v11 pitch to start on 20th January 2025. It is hoped if this proves successful (and improves drainage) that similar funding could be obtained for a smaller pitch at the bottom of the field.
- Cllr Wright reported that it is recommended the pitch be mowed every week; 10 days is the maximum length of time it should be left. When the new mowing season starts this will be specified to the mowing contractor which may have an impact on Councils budget.

RESOLVED: That the Clerk draw up Service Level Agreement (SLA) for both East Goscote Juniors and Riverside Football teams to sign.

24-167 Government Remote Meetings Consultation

The Clerk reported that since temporary COVID-19 powers ended in May 2021 it has not been legal to hold remote council meetings. The Government has published a consultation paper (closes 19th December) seeking views on the detail and practical implications of allowing remote and hybrid attendance at local authority meetings. It also asks for views on the possible introduction of proxy voting for those occasions when an elected member, due to personal circumstances, may be unable to attend even remotely. NALC are encouraging all Parish Councils to participate in this consultation.

RESOLVED: That the Clerk respond on Councils behalf of the unanimous decision not to hold remote council meetings.

24-168 LCC Highways Barriers on Melton Road

Cllr Aynsley asked the Clerk to chase the removal of these barriers again with Highways as they were supposed to have been removed following completion of works at the culvert earlier in the year. The Clerk has raised an online enquiry and has received a message from the Customer Services team that it has been forwarded to an officer and a response should be received soon.

RESOLVED: That the Clerk update Council as soon as a response has been received.

24-169 Village Name Plate

A Response was received from Highways that this would need to be funded by the Parish Council and have given a rough estimate of costs between £500-750 per sign. They have stressed that this is only a guide.

RESOLVED: That Council voted 9 to 1 not to proceed with the village name plates.

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24-170 .gov.uk Email Addresses

The Clerk has emailed all Councillors with instructions for setting up the new email. So far only three Councillors have managed to complete the setup and she urged the remaining members to carry out the set up or come in to the Parish Office if they needed assistance.

RESOLVED: That all remaining Councillors arrange a time with the Clerk to set up their email.

24-171 To Consider Folding Parking Posts for Rearsby Entrance Gate- Appendix A

The Clerk has obtained some prices for Council to consider and members discussed and agreed to put three posts in place. Cllr Aynsley advised they should have reflective paint and the Clerk should check with the Handyman for advice on how deep the posts need to be drilled in the ground before a final decision is made.

RESOLVED: That the Clerk check the posts include reflective paint and ask the Handyman's advice for discussion again at the next meeting.

24-172 To Consider Amended Quote for Replacement Signs to KGV Environment Area- Appendix B

Council were initially quoted £110.00 A4 supply and install for two replacement signs, however when the Deputy Clerk tried to place the order this quote was wrong. The amended quote received was £62.00 for A3 or £45.00 for A4 + £100 installation (£10 deducted off installation as a goodwill gesture)!

RESOLVED: That the amended quote for two A4 signs was agreed.

24-173 NALC Pay Agreement 24/25 – Appendix C

For information only.

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

24-174 Finance

- a) The Council noted the income for the month of October 2024 totalling £3,916.10 -Appendix D.
- b) The Council resolved to authorise the expenditure for the month of October 2024 totalling £17,535.83 The invoices were checked by Cllr Wright and Cllr Green – Appendix E (Attached).
- c) The Council noted the Bank Reconciliation for October 2024 - Appendix F.
- d) Bank Balances @ 30/09/24:

| | |
|-----------------------------|-------------|
| Unity Trust Current Account | £49,771.35 |
| Unity Trust Savings Account | £30,217.05 |
| Redwood Bank 95 Day Notice | £40,000.00. |

As there was £9,471.10 Capital expenditure in October, the Clerk asked if Council wanted to transfer 10K from the Unity Trust Savings account, currently balance +£30K.

RESOLVED: That Council agreed to move 10k from the Unity Trust Savings account into the current account.

24-175 Clerk and Gardener/Handyman's Report on Work in Progress - Appendix G

The Clerk reported:

- T374 had been invoiced but hadn't been removed, this was felled on Friday 15th November after speaking with the contractor.
- Checked standards for tree stumps as heights of felled trees on Rearsby Road Playing Field vary but they would appear to be in line with BS 3998:2010.
- Velux Windows/Roofing, still struggling to get further advice/quotes. Syston company has closed down, East Goscote roofing have not replied to enquiry.

RESOLVED: That the Deputy Clerk contact a contractor who lives in the village for advice.

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- Village Gateway on South Croxton Road – The Clerk has received a reply from Kilby Parish Council who have no records of the company that installed these. She is still waiting to hear back from Syston Fencing. Highways do not currently fit anything similar or know of any contractors who could make the bespoke gate.

RESOLVED: That the Clerk re-contact Highways to ask for a similar standard gateway price.

24-176 Items for the Website/Gazette

- Dog Waste
- Rearsby Road Gate
- New Fence on Millstones Play Area
- Christmas Tree
- Nov 5th access to King George V after the bonfire/fireworks.

24-177 Chairman's Announcements

None

24-178 Items for discussion at the next meeting

None.

The meeting closed at 8.50 pm.

_____ Date: _____

Queniborough Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

28 November 2024 (2024-2025)

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 | 21/11/2024 - 29/11/2024 | | | | Confidential | | | 2,728.68 | | 2,728.68 |
| 180 | Telecommunications | 01/11/2024 | | Unity Trust Bank | DD | Telephone and Broadband | Sky Business | S | 24.50 | 4.90 | 29.40 |
| 228 | Other S.137 | 24/10/2024 | | Unity Trust Bank | | Christmas lights | Lights4fun.co.uk | S | 38.64 | 7.73 | 46.37 |
| 229 | Bank Charges | 31/10/2024 | | Unity Trust Bank | DD | Bank Charges | Unity Trust Bank | X | 10.20 | | 10.20 |
| 230 | Litterbins | 01/11/2024 | 8242/24-174 | Unity Trust Bank | DD | Waste collection | TARGET HYGIENE | S | 121.33 | 24.27 | 145.60 |
| 231 | Bank Charges | 28/10/2024 | 6629/24-174 | Unity Trust Bank | DD | Bank Charges | Lloyds Bank | X | 3.00 | | 3.00 |
| 232 | Football Facilities | 28/10/2024 | 8242/24-174 | Unity Trust Bank | DD multi pay | CLEANING supplies for | ASDA | X | 12.20 | | 12.20 |
| 233 | Other payments/income | 17/10/2024 | 8288,24-174 | Unity Trust Bank | DD multi pay | Flowers | Derry's Nurseries | X | 35.00 | | 35.00 |
| 234 | Electricity | 02/11/2024 | 8074/24-174 | Unity Trust Bank | DD | Electricity bill | YU Energy | L | 89.63 | 4.48 | 94.11 |
| 235 | Football Facilities | 19/11/2024 | 8150/24-174 | Unity Trust Bank | DD | Electricity bill | EDF Energy | L | 12.85 | 0.64 | 13.49 |
| 236 | Bank Charges | 30/11/2024 | 6629/24-174 | Unity Trust Bank | DD | Bank Charges | Unity Trust Bank | X | 11.40 | | 11.40 |
| 237 | Litterbins | 21/11/2024 | 8150/24-174 | Unity Trust Bank | | Dog Bags | JRB Enterprise | S | 124.80 | 24.96 | 149.76 |
| 238 | Office Maintenance | 14/11/2024 | 8150/24-174 | Unity Trust Bank | | PAT Testing | Control Electrics | S | 135.00 | 27.00 | 162.00 |
| 239 | Subscriptions | 21/11/2024 | 24-18/24-174 | Unity Trust Bank | | New Email Addresses for | cuttlefish | S | 266.10 | 53.22 | 319.32 |
| 240 | Alarm System | 21/11/2024 | 8182/24-174 | Unity Trust Bank | | Alarm take over and | Maintained IT Limited | S | 645.00 | 129.00 | 774.00 |
| 241 | Football Facilities | 21/11/2024 | 24-166/24-174 | Unity Trust Bank | | Refund of deposit | East Goscote United | X | 150.00 | | 150.00 |
| 242 | Mowing Contract | 21/11/2024 | 8013/24-174 | Unity Trust Bank | | Millstone Lane Play Area | Roma Landscapes | S | 175.00 | 35.00 | 210.00 |
| 243 | IT | 21/11/2024 | 24-141/24-174 | Unity Trust Bank | | New Computer and | Computer SOS | Z | 480.00 | | 480.00 |
| 244 | Newsletter | 21/11/2024 | 8150/24-174 | Unity Trust Bank | | Queniborough Gazette | Queniborough Gazette | Z | 350.00 | | 350.00 |
| 245 | Grounds maintenance | 14/11/2024 | 24-64/24-174 | Unity Trust Bank | | Millstones New Fencing | Syston Fencing | S | 2,755.62 | 551.12 | 3,306.74 |
| 246 | Grounds maintenance | 14/11/2024 | 24-85/24-174 | Unity Trust Bank | | Goal End Spares | Proludic | S | 24.84 | 4.97 | 29.81 |
| 246 | Grounds maintenance | 14/11/2024 | 24-85/24-174 | Unity Trust Bank | | Goal End Spares | Proludic | S | 1.44 | 0.29 | 1.73 |
| 246 | Grounds maintenance | 14/11/2024 | 24-85/24-174 | Unity Trust Bank | | Goal End Spares | Proludic | S | 20.00 | 4.00 | 24.00 |
| 246 | Grounds maintenance | 14/11/2024 | 24-85/24-174 | Unity Trust Bank | | Goal End Spares | Proludic | S | 2.52 | 0.50 | 3.02 |
| 247 | Football Facilities | 21/11/2024 | 8283/24-174 | Unity Trust Bank | | football pitch treatment | KGB Grounds | S | 1,802.50 | 360.50 | 2,163.00 |
| 248 | Photocopier | 21/11/2024 | 8013/24-174 | Unity Trust Bank | DD | Photocopier Lease | PEAC (UK)Limited | S | 64.50 | 12.90 | 77.40 |
| 249 | Grounds maintenance | 21/11/2024 | 24-73/24-174 | Unity Trust Bank | | playground equipment | G.M.Services | S | 2,689.47 | 537.89 | 3,227.36 |
| 250 | Photocopier | 21/11/2024 | 8013/24-174 | Unity Trust Bank | | Photocopier copies charge | Sharp Business | S | 25.00 | 5.00 | 30.00 |
| 251 | Mowing Contract | 21/11/2024 | 7809/24-174 | Unity Trust Bank | | Mowing Contract QPC | Roma Landscapes | S | 350.00 | 70.00 | 420.00 |
| 252 | Groundsman (Recreation) | 21/11/2024 | 6771/24-174 | Unity Trust Bank | | Groundsman 's duties | Sue Farrell | X | 900.00 | | 900.00 |
| 253 | Groundsman (Cemetery) | 21/11/2024 | 6771/24-174 | Unity Trust Bank | | Cemetery | Sue Farrell | X | 600.00 | | 600.00 |
| 254 | Litterbins | 21/11/2024 | 6771/24-174 | Unity Trust Bank | | Litter bins emptying | Sue Farrell | X | 150.00 | | 150.00 |
| 255 | Cemetery Mowing | 21/11/2024 | 6771/24-174 | Unity Trust Bank | | Mowing Contract Cemetery | Sue Farrell | X | 315.00 | | 315.00 |
| 256 | Mowing Contract | 21/11/2024 | 7809/24-174 | Unity Trust Bank | | Mowing Contract LCC | Roma Landscapes | S | 203.09 | 40.62 | 243.71 |

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|---------------|------------------------|-------------|---------------|------------------|------------------|----------------------------|---------------------|-----------------|------------------|-----------------|------------------|
| 261 | Other S.137 | 21/11/2024 | 8150/24-174 | Unity Trust Bank | | Defibrillator Subscription | Community Heartbeat | S | 135.00 | 27.00 | 162.00 |
| 262 | Water rates (Cemetery) | 21/11/2024 | 8150/24-174 | Unity Trust Bank | | Water rates cemetery | Water Plus | E | 7.77 | | 7.77 |
| 263 | Litterbins | 21/11/2024 | 8150/24-174 | Unity Trust Bank | | Dog Bags | JRB Enterprise | S | 124.80 | 24.96 | 149.76 |
| Total | | | | | | | | | 15,584.88 | 1,950.95 | 17,535.83 |