

**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, 21st February 2024

PRESENT:

Cllr S Wright (in the Chair)	Cllr S McKenzie
Cllr M Winterton	Cllr D Grimley
Cllr D Bowles	Cllr S Aynsley
Cllr D Warner	

NOT PRESENT:

Cllr C Payne	Cllr R Green
Cllr R Curtis	

IN ATTENDANCE:

Mrs R Barlow Skinner (Clerk)
Mrs T Willson (Deputy Clerk)

County Cllr James Poland Borough and Borough Cllr Laurie Needham both gave apologies and sent written reports, Charnwood East Police send their bi-monthly report.

8195 Apologies for Absence sent and accepted

Apologies were received and accepted from Cllr Payne and Cllr Curtis.

8196 Declaration of Councillor's Interest both Personal and Prejudicial and Requests for Dispensation
None.

8197 To Approve and sign the minutes of the Parish Council Meeting held on 10th January 2024
RESOLVED: That they can be signed as a true record.

8198 Matters arising from those minutes not covered as an agenda item.

Min 8184 – Cllr Wright will review the tree survey before the Clerk arranges a meeting with the arboriculturist. The Clerk has asked for copies of the arboriculturist certifications and Public Liability Insurance.

Min 8182 – The Clerk has established that Quote A includes connection to a monitoring centre. The 3 months' notice will be given to the current supplier in May.

8199 To Approve and sign the minutes of the General Purposes & Cemetery Management Committee Meeting held on 7th February 2024
RESOLVED: That they can be signed as a true record.

8200 Matters arising from those minutes not covered as an agenda item.

Min 8187 – The stonemason has been authorised to make the repair to the damaged grave stone and the resident has been informed.

8201 To Consider Planning Applications and Planning matters

P/24/0227/2 - Erection of single storey rear extension. 62 Syston Road, Queniborough, Leicestershire LE7 3FX.

RESOLVED: That the Parish Council has no objections to this application but would like neighbours views to be taken into consideration.

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

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vehicular access onto Melton Road; open space including play provision and allotments and associated infrastructure, SuDS, landscaping and ground remodelling. This is a reconsultation with a revised housing mix and open space provision and associated layout changes which was received today.

RESOLVED: That the Clerk ask for an extension for Councils comments until the 21st March.

8202 Correspondence Received

Items for discussion/comments

1. Email regarding untidy/messy business tenant on Barkby Road

RESOLVED: That the Clerk write to the landlord to check what is in the lease agreement, on how the frontage should be maintained.

2. Invitation to apply for Lottery Funding for Super Star Sport holiday camps.

RESOLVED: That Council did not wish to pursue this.

3. Police request to hold Beat Surgery in Queniborough

RESOLVED: That Council agreed the Parish Office could be used; the Clerk to arrange with the Police.

4. Letter from resident requesting a new dog bin.

RESOLVED: That the Clerk ask Charnwood Borough Council if they will install a new dog bin on Rearsby Road near the bus shelter.

Items for Councillors information:

1. Letter from Learn-AT regarding permanent closure of school swimming pool.

RESOLVED: That the Clerk contact the Leicestershire Diocesan Board of Education for the latest information on the building. That the Clerk also contact Charnwood Council to clarify if the building can be considered as a listed Building and also Swim England to see if they can assist with saving the pool.

2. Resident comments on reductions to local transport services

3. Charnwood Borough Council press release: Local Plan hearings to resume on February 20

4. SLCC News Bulletin: BBC investigation into public abuse, harassment, and intimidation

5. Advice received from Helping Hands Hedgehog Rescue

8203 QVHMC Representative report (Cllr Curtis)

Cllr Curtis sent a written report:

- The Village Hall Committee will be contacting the Parish Council regarding Queniborough Pre-School.
- The Seeding of the Wildflower area is underway.
- The Film Night and Dance night were both successful. The film Barbie will be shown on Friday 23rd February.

8204 Football Facilities Update

The Deputy Clerk reported that:

- The contractor who gave a quote for the pitch maintenance last year has been asked for an updated quote.
- Both East Goscote teams have been advised that Council are looking for a new team for Saturday games in the new season.
- East Goscote Juniors would prefer the Council to continue with the line marking, no reply has been received from East Goscote United.
- The pitch is getting waterlogged and boggy with the current weather.

RESOLVED: That the Deputy Clerk cancel this week's match to allow the pitch time to recover.

8205 Use of Scout Hut – Parking Issues (Cllr Grimley)

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Cllr Grimley has received comments from residents about unsociable parking when there are events at the Scout Hut. The S106 Community Use Agreement between the Scouts and the Parish Council states that it is for use by local community including casual use. Casual use means availability for the Hall to be booked on a pay as you go basis.

RESOLVED: That the Clerk contact the Scout Hut committee to share the code of conduct on parking recently sent to the school, to suggest inclusion in its rules for hiring.

8206 Syston & District Cemetery Fee Proposal

Syston Town Council has proposed that Queniborough Parish Council pay £200 per annum as a retainment fee (to increase in line with Syston Town Council precept), so that eight streets on the Millstones estate only pay double the fees rather than triple. This proposal was not found to be acceptable by Council.

RESOLVED: That the Clerk write to Syston Town Council with a counter offer of no retainment fee and all village residents being charged at one and a half times more than Syston residents.

8207 Internal Audit

Council agreed at the May meeting (min 7969) to continue with LRALC internal auditor. This has now been renewed for the next audit in May.

RESOLVED: That the Clerk review the last Audit report for any outstanding actions.

8208 Planning Poster (Cllr Aynsley)

Cllr Aynsley proposed creating a poster informing residents of the proposed housing developments planned for Queniborough and the surrounding area. The posters could be placed on all Parish Council noticeboards and other community areas.

RESOLVED: That Council agree the proposal, the Clerk to draft a poster for Council to review.

8209 Review Of Guidance for Contractors Policy

This was previously discussed at the GP & Cemetery Management Committee meeting, Cllr Wright had queried the Public/Product Liability Insurance (minimum £5M). The Clerk has checked the Groundman's and Grave Diggers current policies which are both for £2M.

RESOLVED: That Council agree the policy is amended to £2M; the Clerk to amend and publish on the website.

8210 Review of Waste Management Arrangements

The Clerk has only managed to get one quote which was not like for like and was only £20 cheaper. It only covered 30 litres of dog waste per week, currently the Groundsman is emptying up to 250 litres. The Clerk has asked for a new quote but has received no response. Cllr Wright suggested asking other Parish Councils for details of their contractors and costings.

RESOLVED: That the Clerk contact local Parish Councils for any information on other waste management companies.

8211 Finance

- a) The Council noted the income for the month of January 2024 totalling £8,762.92 - Appendix D.
- b) The Council resolved to authorise the expenditure for the month of January 2024 totalling £8,147.76 The invoices were checked by Cllr Wright and the Clerk R Barlow-Skinner - Appendix E (attached).
- c) The Council noted the Bank Reconciliation for January 2024 - Appendix F.
- d) Bank Balances @ 31/01/24: Unity Trust Current Account £97,437.80
National Savings Account £6,336.25

It was noted that the interest received on the National Savings Account is very small.

RESOLVED: That the Clerk close the National Savings Account and look for a new account offering better interest.

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8212 Clerk and Gardener/Handyman's Report on Work in Progress - Appendix G

The Clerk reported:

- Two quotes have been received for the tree work in the Cemetery. Quote A £390 and Quote B £340.00.

RESOLVED: That quote B is accepted, the Clerk to arrange for the work to be completed.

- Environment Area – Cllr Grimley had sent an email with his concerns over the proposal which were discussed. Council would like a final proposal to include the size of the area, the exact location, the physical cost to the Council, the responsibility of the Council over the next 30 years. Once the proposal is received the Council can make a final decision.

RESOLVED: That the Clerk ask Cllr Needham to establish a final proposal.

- The Forestry Team Leader has offered to meet with the new Tree Wardens, the Clerk asked Council if anyone else would like to be involved. Cllr Wright and Cllr Winterton confirmed they were happy to be included. Cllr Wright suggested that the tree wardens should be invited to attend the Recreation Committee meetings to establish what is expected of the role.

RESOLVED: That the Clerk arrange a meeting with the Forestry team and to invite the Tree Wardens to the next Recreation Committee Meeting.

- The Cemetery ground has been damaged by a car/trailer following wet weather.
- Cemetery Consecration - The Clerk has established there are 46 Burial plots, and 125 crem plots remaining in the current consecrated area of the cemetery. There are an average of 10 burials and 10 cremations per year (based on last three years figures). This means the wildflower meadow will need to be consecrated by 2029.

RESOLVED: That the Clerk and Deputy Clerk start the Consecration process.

- MUGA – The Clerk has a meeting with Fawns next Tuesday to discuss options for a further Goal End. The Awards for all application is completed apart from the quotes. Council agreed that the Grant application should only be made for Hybrid grass not for any extra equipment at this stage.

RESOLVED: That the Clerk obtain quotes for Hybrid grass for discussion at the next Recreation Meeting.

- Planning nuts and bolts training, 16 councils are interested in this free training (82 councillors and officers) LRALC will be in touch shortly with dates.
- Moving of School Gate – Still no response has been received from the school. As it is now part of a trust they must agree to the proposal.

RESOLVED: That the Clerk contact the school again for an update.

- A Resident has called the office to gauge Councils opinion on holding a school reunion event on King George V, 22nd June. They proposed paying a hire cost and the need for insurance, toilets etc. They would also like to hire the Village Hall to mitigate bad weather. At this point it is an idea, they are hoping to have an article published in the next Gazette.

RESOLVED: That the Clerk advise the resident Council would like to help if they can, but interest from the article needs to be gauged first.

8213 Items for the Website/Gazette

- Stones on Main Street
- Reminder for people to pick up dog mess and keep dogs under control.
- School Parking
- Parking on grass verges

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8214 Chairman's Announcements

- Cllr Wright stated that the Council WhatsApp Group should be for the sole use of Council business communications and requested that Councillors refrain from posting any other content.

8215 Items for discussion at the next meeting

- Planting of a permanent Christmas tree at the Crossroad.
- Clerk to look at Insurance for volunteer who clears the drains around the Crossroads.

The meeting closed at 9.15pm

_____ Date _____

Queniborough Parish Council

PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
321	Bank Charges	10/01/2024		Unity Trust Bank	DD	Bank Charges	Lloyds Bank	E	3.00		3.00
322	Litterbins	26/01/2024		Unity Trust Bank	DD	Waste collection	Bakers Waste	S	6.20	1.24	7.44
323	Electricity	31/01/2024		Unity Trust Bank	DD	Electricity bill	YU Energy	L	7.99	0.40	8.39
325	Photocopier	06/02/2024		Unity Trust Bank	DD	Photocopier Lease	PEAC (UK)Limited	S	64.50	12.90	77.40
324	Litterbins	07/02/2024		Unity Trust Bank	DD	Waste collection	Bakers Waste	S	282.06	56.41	338.47
326	Electricity	09/02/2024		Unity Trust Bank	DD	Electricity bill	YU Energy	L	215.93	10.80	226.73
332	Bank Charges	09/02/2024		Unity Trust Bank	DD	Bank Charges	Lloyds Bank	E	3.00		3.00
333	Litterbins	09/02/2024		Unity Trust Bank	Multi Pay Card	Disposable Gloves	Amazon Business	S	5.41	1.08	6.49
334	Grounds maintenance	09/02/2024		Unity Trust Bank	Multi Pay Card	Litter Hoops	Amazon Business	S	50.72	10.19	60.91
335	Grounds maintenance	09/02/2024		Unity Trust Bank	Multi Pay Card	Litter Pickers	Amazon Business	S	19.99	4.00	23.99
340	Telecommunications	15/02/2024		Unity Trust Bank	DD	Telephone and Broadband	Sky Business	S	24.50	4.90	29.40
327	Subscriptions	22/02/2024		Unity Trust Bank		Scribe subscription	Starboard Systems Limitec	S	348.00	69.60	417.60
330	Audit	22/02/2024		Unity Trust Bank		Audit fees	LRALC	E	290.00		290.00
331	Grounds maintenance	22/02/2024		Unity Trust Bank		Grounds Maintenance	Man About The House	E	5.00		5.00
328	Donations	22/02/2024		Unity Trust Bank		Cemetery Clerk's expenses	Staff	X	23.06		23.06
329	Photocopier	22/02/2024		Unity Trust Bank		Photoicopier repair	Sharp Business Systems U	S	35.00	7.00	42.00
331	Football Facilities	22/02/2024		Unity Trust Bank		Grounds Maintenance	Man About The House	E	79.91		79.91
346	Electricity	22/02/2024		Unity Trust Bank		Electricity bill	British Gas	L	1,256.74	62.84	1,319.58
341	Councillors Allowances	22/02/2024		Unity Trust Bank		Chairman's Allowance	S. Wright	E	80.00		80.00
344	Subscriptions	22/02/2024		Unity Trust Bank		Data Protection Fee	ICO	E	40.00		40.00
347	Litterbins	22/02/2024		Unity Trust Bank		Dog binbags clear	ESPO	S	30.10	6.02	36.12
348	Groundsman (Recreation)	22/02/2024		Unity Trust Bank		Groundsman 's duties	Contractor	E	720.00		720.00
345	Grounds maintenance	22/02/2024		Unity Trust Bank		Supply and planting of Flagpole c	Roma Landscapes	S	150.00	30.00	180.00
336	Grounds maintenance	22/02/2024		Unity Trust Bank		Mole Control	A1 Pest Control	E	70.00		70.00
338	Mowing Contract	22/02/2024		Unity Trust Bank		Mowing Contract QPC	Roma Landscapes	S	350.00	70.00	420.00
339	Mowing Contract	22/02/2024		Unity Trust Bank		Mowing Contract LCC	Roma Landscapes	S	203.09	40.62	243.71
349	Groundsman (Cemetery)	22/02/2024		Unity Trust Bank		Cemetery Gardener/Handyman	Contractor	E	480.00		480.00
342	Cemetery Maintenance	22/02/2024		Unity Trust Bank		Mole Control	A1 Pest Control	E	120.00		120.00
337	Queniborough Gazette	22/02/2024		Unity Trust Bank		Queniborough Gazette Grant	Queniborough Gazette	E	350.00		350.00
343	Photocopier	22/02/2024		Unity Trust Bank		Photocopier copies charge	Sharp Business Systems U	S	25.00	5.00	30.00
351	Salaries	22/02/2024		Unity Trust Bank		Salaries	Staff	X	1,034.78		1,034.78
353	Salaries	22/02/2024		Unity Trust Bank		Salaries	Staff	X	195.96		195.96
354	Salaries	22/02/2024		Unity Trust Bank		Salaries	Staff	X	148.72		148.72
355	Income Tax	22/02/2024		Unity Trust Bank		PAYE/NI	HM Revenue & Customs	X	209.93		209.93

350	Litterbins	22/02/2024	Unity Trust Bank	Litter bin collection	Contractor	E	120.00		120.00	
356	Grounds maintenance	22/02/2024	Unity Trust Bank	Millstone Lane Play Area	Roma Landscapes	S	175.00	35.00	210.00	
357	Water rates (Cemetery)	22/02/2024	Unity Trust Bank	Water rates cemetery	Water Plus	E	12.94		12.94	
352	Salaries	29/02/2024	Unity Trust Bank	Salaries	Staff	X	483.23		483.23	
Total								7,719.76	428.00	8,147.76