

QUENIBOROUGH PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.30 pm in the Council Meeting Room on
Wednesday, 21st June 2023

| | | |
|-----------------------|---|---|
| PRESENT: | Cllr S Wright (in the Chair) Cllr R Curtis Cllr M Winterton | Cllr S McKenzie Cllr D Warner Cllr D Bowles |
| NOT PRESENT: | Cllr S Aynsley Cllr D Grimley | Cllr C Payne Cllr R Green |
| IN ATTENDANCE: | Mrs R Barlow Skinner (Clerk) Mrs T Willson | CBC - Cllr Sandra Woodward LCC – Cllr Poland |

County Cllr James Poland and Cllr Sandra Woodward gave Verbal reports, no report was received from Charnwood East Police.

7985 Dean Warner, Darryl Bowles, and Daniel Grimley Acceptance of office

All have signed their acceptance of office paperwork and the Clerk has informed Charnwood of their Co-option to the Council.

RESOLVED: That Cllr Grimley and Cllr Bowles will sit on the Recreation Committee and Cllr Warner will join the General Purposes & Cemetery Management Committee.

7986 Apologies for Absence sent and accepted

Apologies were received and accepted from Cllr Aynsley, Cllr Grimley, Cllr Payne and Cllr Green.

7987 Declaration of Councillor's Interest and Requests for Dispensation

None.

7988 To Approve and sign the minutes of the Parish Council Meeting held on 24th May 2023

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

7989 Matters arising from those minutes not covered as an agenda item.

7964 – No response has been received to date from Syston Town Council to the letter concerning the Cemetery fees.

RESOLVED: That if no response was received by the next full Council meeting in August, Clerk to write again.

7990 To approve and sign the minutes of the GP & Cemetery Committee Site Meeting held on 7th June 2023

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

7991 Matters arising from those minutes not covered as an agenda item

None.

7992 Village Awards

The following people were presented with a Village award to show the Councils appreciation of their services to the village; Becky Laughton, and Phil Laughton. Unfortunately, Diana Illsley was unable to attend.

7993 To Consider Planning Applications and Planning matters

Update on Appeal Reference: [APP/X2410/W/23/3316574](#) Relating to [P/20/2380/2](#) Outline application for up to 150 dwellings, together with new open space, landscaping and drainage infrastructure, with all matters reserved except for access (as amended to include proposed junction improvement works at Barkby Road cross roads, received 20/05/2022) Location: Barkby Road, Queniborough, Leicestershire.

Cllr Wright gave a brief update of the Appeal meeting, the Appeals office will be reviewing all of the evidence over the next 2-3 weeks before making a decision.

Update on P/23/0382/2 Variation of Conditions 2 and 3 (Approved Plans and materials) of Planning Permission: P/21/0773/2 (Proposed first floor extension above garage, single storey extensions to front and rear with associated works) 3 The Dovecotes Queniborough Leicestershire LE7 3WP

The application was deferred from the agenda of the plans committee last week in order to address the inaccuracies. Revised plans (or a new application) are expected shortly and will be the subject of fresh consultation.

P/23/0834/2 Conversion of two dwellings to form a single dwelling with external alterations including new timber cladding, removal of existing chimney stack and fenestration alterations. 59-61 Main Street Queniborough Leicester Leicestershire LE7 3DB

RESOLVED: That the council has no objections as the property is not a listed building, although it is in the conservation area.

Cllr Wright confirmed the meeting with Hallam Homes and Council will take place on Wednesday 28th June at 7.30pm in the Parish Office.

7994 Correspondence Received

Items for discussion/comments:

1. Rearsby resident request to use tennis court.

RESOLVED: That due to the exceptional circumstances Council agreed to the use of the tennis court.

2. Invitation to Leicestershire Police Intercultural Event – 1st September

RESOLVED: That no one from Council can attend the event.

3. Anonymous complaint regarding continual anti-social behaviour from resident.

RESOLVED: Council is unable to respond to anonymous complaints and has no authority to take any action on the issues raised.

4. Pre-school Invitation to end of term event.

RESOLVED: That Cllr Wright and Cllr Curtis will represent Council at this event.

Items for Councillors information:

1. Thank you letter from tennis coach
2. EMA Consultation on Draft Noise Action Plan
3. Local Nature Recovery Strategy Event – 30th June
4. New Windows at 9 Main Street
5. Update on Speed Checks
6. Feedback from Kings Coronation

7995 Update on Highways Fund - Bollards

Following feedback received from the Landscape Architect the meeting with the school headteacher was postponed. Cllr Poland suggested meeting with concerned parent to explore other options within the 25K budget.

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RESOLVED: That the Clerk arrange a meeting with Council, Cllr Poland and parents to discuss alternative ideas.

7996 QVHMC Representative report (Cllr Curtis)

Cllr Curtis reported:

- Mr Laughton has been appointed as the new treasurer/trustee for the village hall
- The film night for Matilda made a profit but the Mama Mia film didn't, it costs £104 for the equipment for each film showing. The next film is Puss in Boots on the 30th June.
- There will be a free showing of the old Queniborough film during the school holidays and possible matinees.
- There is a Church Preservation Society quiz/chip nigh planned for August and a Swing band on the 28th October.
- A plaque for Gordon Hallam is in process for the outside of the Village Hall
- The wildflower area work will start in September.

7997 Press and Media Policy Appendix A

This 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.

7998 Football Facilities including additional requests for 23/24 season

- The new agreed football fees have been sent to all the football teams.
- The Deputy Clerk has spoken to the contractor who recommends that seeding the pitch should be completed first, followed by the weeding once the grass has grown. Unfortunately, it is now too late in the season to scarify. He has also recommended that the pitch is aerated at least once a month during the playing season.

RESOLVED: That no maintenance is undertaken this year on the pitch and work should start as soon as the season has finished next year.

- The requests for additional teams to use the football facilities were considered.

RESOLVED: That the additional team on a Saturday be allowed but the full fee must be paid for both teams even though they play for the same club, this will be on a trial basis for one year. That the request for an extra team on a Sunday was not agreed.

- The Clerk reported that no prices have been received for the heating of the football facilities to stop the pipes freezing in the winter.

RESOLVED: That Cllr Bowles look at the requirements and take forward.

7999 To Consider quotes for the purchase of a bird box with inbuilt camera Appendix B

Council discussed the benefits of having a bird box with an inbuilt camera and the logistics of maintaining and reviewing the footage.

RESOLVED:. That Council agreed not to purchase the bird box.

8000 To consider the regular purchase of bird food at the Cemetery

The Groundsman has been purchasing food and has also received several donations from residents since posting on QueniOnline. Feedback from visitors to the Cemetery has been extremely positive as it has encouraged more birds to the area.

RESOLVED: That the Clerk ask for sponsorship from village residents using QueniOnline and the Gazette.

8001 To consider quote for new water standpipe for Cemetery Appendix C

The Clerk has received a quote to construct a standpipe and tap cover in the Cemetery from the handyman. This will negate having to turn the water off during winter.

RESOLVED: That the Quote is agreed; the Clerk to arrange a date for construction and fitting with the handyman.

8002 To consider quote for repairs to fencing on Rearsby Road Playing Field Appendix D

The handyman had reported damage to the fencing at the bottom of Rearsby Road Playingfield and had sent in a quote to make repairs.

RESOLVED: That Cllr Wright obtain more information on the repairs before a decision can be made.

8003 To consider Quotes for new Photocopier lease. Appendix E

The current lease expires at the end of June and the Deputy Clerk presented the quotes received for a new lease.

Quote A - 3 year £75.88 per month 5 year £53.76 per month

Quote B - 3 year £37.22 per month 5 year £26.33 per month

Quote C - 5 year only £23.96

Quote D - reconditioned 3 year £32.25 per month 5 year £21.50 per month.

RESOLVED: That the Clerk calculate the cost of the number of copies used last year before a final decision is made.

8004 Finance

a) The Council noted the income for the month of May 2023 totalling £1,755.00 - Appendix F.

b) The Council resolved to authorise the expenditure for the month of May 2023 totalling £7,669.52.

The invoices were checked by Cllr Wright and The Clerk Appendix G (attached).

c) The Council noted the Bank Reconciliation for April 2023 – Appendix H.

d) Bank Balances @ 31/05/23: Unity Trust Current Account £102,893.19

e) National Savings Account £6,336.25

8005 Clerk and Gardener/Handyman's Report on Work in Progress

The Clerk reported:

- WI bench Donation – The WI have rejected the idea of spending money on the cemetery and would like Council to propose some other ideas.

RESOLVED: That the Clerk contact the WI with a suggestion of a tree on King George V with a plaque or a rose bush.

- Cllr Poland has contacted Highways who have confirmed the Parish Council will have to purchase a VAS themselves.

- The work on the Carousel on King George is now completed.

- The Clerk has met with ROMA to discuss the overhanging trees on King George V and Rearsby Playing fields.

- A quote has not yet been received from the current contractor for the maintenance of Millstones play area.

RESOLVED: That the Clerk pursue the quote and ask for a quote from the contractor responsible for Queniborough village/parks.

- Still awaiting a start date for the installation of the Mini Muga on King George V.

RESOLVED: That the Deputy arrange a date for Cllr Wright and Cllr Aynsley to meet with the contractor prior to the work starting.

- Cllr Warner and Cllr Bowles are booked onto New Councillor training for the 5th July.

RESOLVED: That the Clerk book Cllr Grimley on the training course once further dates have been published.

- The Handyman has completed an internal property maintenance report on the Parish Office.

RESOLVED: Cllr Wright will prioritise the report for the next Council meeting.

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8006 Items for the Website/Gazette

- Sponsorship for Bird feeder food for the Cemetery
- Village Awards
- Planning

8007 Chairman's Announcements

None.

8008 Items for discussion at the next meeting

None.

The meeting closed at 9.30pm

_____ 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 Gra | 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 h | 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/Handy | 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