

DESFORD PARISH COUNCIL MEETING

Held on Wednesday 20th September 2023 at 7:30pm at Desford Library

MINUTES

In Attendance:

Desford Parish Council – Cllr C Crane (Chair), Cllrs P Crane, Cllr McMillan, Cllr Cosgrove, Cllr Lockley, , Cllr Oakes, Cllr Rood also Pip Gould (Clerk to the Council) and Julie Frost (Admin Assistant)

Hinckley & Bosworth Borough Council: Cllr Joyce Crooks

Parishioners: None

1. Apologies To note apologies and valid reasons.

It was **Resolved** to accept apologies from Cllr B Treadwell, Cllr P Treadwell, Cllr G Eldridge Apologies were also received from:

County Councillor Peter Bedford & Borough Councillor Mark Shepherd-Bools & Robin Webber-Jones

2. Declarations of Interest

Cllr Cosgrove declared an interest in the Co-op planning application, an invoice for inflatables for the Scarecrow weekend and as a sponsor of the football club. Cllr Rood declared an interest in Co-op planning application. Cllr C Crane declared an interest in a reimbursement of expenses for key cutting for Pickards Park. Cllr Lockley declared an interest in a reimbursement of expenses for brushes for graffiti removal.

3. Co-option for Casual Vacancies

It was Resolved: to co-opt Johanna Vavasour

4. To receive and confirm as accurate the Minutes of the Parish Council meeting held on Wednesday 16th August 2023

It was **Resolved**: to accept and sign the minutes as a true record.

5. County and Borough Council Reports.

Borough Councillor Joyce Crooks presented a written report, the key points were:

Updates on the Hunts Lane development and Davidsons appeal, both of which have been rejected by the Borough. The Co-op planning application has resulted in more than 5 objections and so will be debated by the Borough planning committee.

The Ivanhoe line, if it were to be reinstated would not be connected to Leicester and Borough will be lobbying and campaigning against this

Confirmed that there will be a Boundary Commission review across the Borough in October, it is evident that there will be changes to the boundaries of each ward.

Details of a new Parish and Community fund and an Environmental grant was announced

Parishioners Participation None

7. Update and recommendations from Working Groups:

a) DiB WG – 11th September 2023

It was requested that the Clerk send out a notice to all allotment holders to inform them that DiB will be emptying the hanging baskets and there may be increased carpark traffic whilst this is taking place

- b) Procurement WG No Meeting
- c) Procedures WG 4th September 2023

It was requested that the Clerks Office gain quotes for ID Lanyards for all staff and volunteers

d) Allotments WG – 5th September 2023

It was requested that the Clerk contact the handyman regarding the repairs to the raised beds

- e) Cemetery WG No meeting
- f) Heritage WG No meeting
- g) Staffing WG No meeting
- h) DNP WG 29th August 2023
- 8. To receive and consider the recommendations of the Resources Committee meeting held on 13th September 2023, including consideration of the Councils Accounts, the payment of invoices, other financial proposals, quotes for work and financial summary of budgetary analysis and current project portfolio.
 - a. To receive bank statements for August 2023.

Council received, considered, and approved the bank statements.

b. To receive and approve the Cashbook statement up to the end of August 2023 and recommend payment of invoices.

Council noted the cashbook statement up to the end of August 2023 and **resolved** to approve the payment of invoices except for one invoice for Aprica where the Clerk was requested to gain further clarification on charges.

c. The financial summary of budgetary analysis to August 2023

Council received, considered, and noted the income and expenditure for the month and compared month and year to date figures against the budget and approved this item.

<u>Desford Parish Council - 13 September 2023</u>	Cashbook	T		
Accounts and Invoices for Recommendation to Council				
Opening Balances 01st August 2023	Projects & G	rants Reser	ve Account 25	£7,931.72
	Current Acco	unt 087		£51,557.19
	Debit Card A	ccount 5	15	£54.96
	Precept Rese			£77,520.39
			TOTAL DPC=	£137,064.26
		_		,
	Desford in Bl DiB Petty Cas		nt 064	£46,964.76 £17.23
			TOTAL =	£184,046.25
Fransactions in Current Account087 in August				Budget Line
Payment to BT (Direct Debit)			-£64.76	9
Payment to Waterplus - Allotments Water (Direct Debit)			Nil	19A
NEST Pension Payments Covering July 2023			-£82.63	31
Payment to Npower for Street Lighting(Direct Debit)			-£135.15	21
Payment to Go Cardless Wem Tech (see invoice below) (New Direct Debit)			-£51.48	5
Payments in the form of 12 BACS Payments (refer to Bank Statement)			-£6,710.81	
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HMRC PAYE/NIC Payment covering July			-£560.43	29
HSBC Bank Account Fees			-£8.00	6
Cemetery Income - G Seller 280223			£245.00	60
H.M. Revenue & Customs - VAT Refund (01 Apr to 30 Jun 2023)			£7,681.22	62
Cemetery Income Cheque Receipt 14/08/23 CO-OP			£190.00	60
Groundwork UK R/C - Your Locale			£2,500.00	61
Transfers to Debit Card Account515			-£200.00	
		Total =	£2,802.96	
	Transaction			
Fransactions of515 (Debit Card Account) August	exc vat	VAT	Transaction total	
Zoom Monthly Subscription	-£12.99	-£2.60	-£15.59	4
Terrain - H&S advisors	-£8.33	-£1.66	-£9.99	35
HSBC Bank Account Fees	-£8.00	£0.00	-£8.00	6
HBBC Non Domestic Rates -Kirkby Road (1st September)	-£92.00	£0.00	-£92.00	25
ESET.com UK - Inv 15685675 Internet Security Software Subscription	-£37.49	-£7.50	-£44.99	4
SumUp electronic receipt charges	-£79.00	-£15.80		DiB
Transfer from DiB Account064			£94.80	
Transfers from Current Account087			£200.00	
To	al -£237.81	-£27.56	£29.43	
Transactions for Projects & Grants Reserve Account253 August				
Nil	Accoun	t Balance =	£7,931.72	
	Account	te Baiance =	27,331.72	
Transactions for Precept Reserve Account072 August Gross Interest Received			£119.17	58
	Accoun	t Balance =	£77,639.56	
			= 1,000.00	
Transactions DiB Account064 August	Transaction exc vat	VAT	Transaction total	
DiB Donations & Grants	CAC VAC	VA.	£10.00	
Heritage Donations & Income			210.00	
Undefined Donations & Grants			C6 E27 27	
Ceilidh Receipts			£6,527.37	
· · · · · · · · · · · · · · · · · · ·	C10.00	C0.00	£190.00	
HSBC Bank Account Fees	-£18.89	£0.00		
Fransfer to Current Account515			-£94.80	
Martin Wildig Inv 3A3093023			-£350.00	
Colin & Pat Crane - TENS License Fee	-£21.00	£0.00		
N Lockley Expenses			-£102.71	
N Lockley Expenses			-£611.38	
	Accoun	t Balance =	£52,493.35	
Council Funds at 31st August 2023	Projects & Gra	nts Reserve	Account 253	£7,931.72
	Current Accou			£54,360.15
	Debit Card Acc	ount 515		£84.39
	Precept Reserv	ve Account	. 072	£77,639.26
			TOTAL DPC=	£140,015.52
Funds at 31st August 20				
Desford In Bloom £35,606.	96 Desford in Blo		nge 064	£52,493.35
	96 Desford in Blo		ge 064	£52,493.35 £53.48

Payments for approval in September				
Direct Debits that will be paid from account515 in September				
Zoom	£12.99	£2.60	£15.59	4
Terrain - H&S advisors	£8.32	£1.66	£9.98	35
	Invoice exc			
DPC Accounts Payable (from Account 087)	vat	VAT	Invoice total	Budget Line
Staff Salaries - August	£2,575.39	£0.00	£2,575.39	28
Payment to HMRC for Tax and NI relating to August salaries	£392.37	£0.00	£392.37	29
NEST Pensions (Employer and Employee contributions) August	£83.90	£0.00	£83.90	31
Vaterplus - Allotments Water	£15.27	£3.05	£18.32	19B
Waterplus - Cemetery Water	213127	23.03	£0.00	19A
R&CA Advisory (Book-keeper) August 2023 Invoice 23015	£96.25	£0.00	£96.25	33
M&BG Ltd (Grounds Maintenance monthly invoice 95850)	£2,009.67	£401.93	£2,411.60	11A
Steve Hopkinson - Handy Man Move speed cameras + Allotment Works	£52.50	£0.00	£52.50	32
Aborecco INV 5794 remove dangerous limb	£100.00	£20.00	£120.00	16
HEYN Environmental - Inv 14122 Replacement Bin Liner	£108.85	£21.77	£130.62	20
Parish Online - Inv 31UE006-0006 Digital Mapping Subscription 12 months	£120.00	£24.00	£144.00	4
Aprica Ltd - Inv 1671 Legal Fees/ Ian Taylor	£2,200.00	£440.00	£2,640.00	51
1 7	£2,200.00 £42.90	£8.58	£2,640.00 £51.48	4
Wemtech - Inv I21075 Monthly Office 365 Fees	£42.90 £3.000.00	£8.58 £600.00		51
/our Locale - Inv YL/Desford Appeal/001 Preparation of Documents & Evidence/Gary Kirk	.,		£3,600.00	
nv Cllr Cosgorove :The Bluebell Inn - Hire of Inflatables for DIB	£2,100.00	£420.00	£2,520.00	DiB
Avon Water Services - Inv 2431 Repairs to Leak at Botcheston Village Hall	£750.00	£150.00	£900.00	15
exp Cllr Crane - Timpsons Key Cut for Pickards Park	£7.50	£1.50	£9.00	12
Npower Street Lighting Inv 08211388 1st Aug-31st Aug	£126.65	£6.33	£132.98	21
M&BG Ltd Cut back hedge on Forest Rise as per quote	£1,650.00	£330.00	£1,980.00	11B
Chambers No 5 Costs to date Odette Chalaby	£11,000.00	£2,200.00	£13,200.00	<i>51</i>
Exp Cllr Lockley - Wire brushes to remove pavement grafitti	£4.16	£0.83	£4.99	12
BT	£53.72	£10.74	£64.46	9
EON Quarterly Street lighting	£96.00	£19.20	£115.20	23
Aprica Ltd - INV 1672 Final Invoice Ian Taylor	£4,429.06	£885.81	£5,314.87	<i>51</i>
LRALC Councillor training on 5th Sepetmber	£257.20	£0.00	£257.20	<i>36</i>
Moore East Midlands INV 320022 External Audit	£840.00	£168.00	£1,008.00	1
	£32,111.39	£5,711.74	£37,823.13	
ate DIB Expenses missed scanned paper deadline	NET	VAT	GROSS	
DL remove faulty brackets and make good brick work and install replacements	120.00	0.00	120.00	DIB
Exp Cllr Lockley Raffle tickets inflatables	20.72	4.15	24.87	DIB
Exp Cllr Lockley Scarecrow bar supplies (inc resale of unsold bar supplies -£126.5)	550.82	50.25	601.06	DIB
Exp Volanteer various for Scarecrow	950.01	189.1	1139.11	DIB
	1641.55	243.5	1885.04	
	1071.33	273.3	1003.04	
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d. Quotes recommended from the Resources Committee to Full Council None

Recommendations from the Resources Committee to Full Council

- A meeting was held with Councillors, SiD and the Football Club regarding compensation for the football club to cover the period when the Trim Trail was being installed.
 It was Resolved to send the compensation of £390. Local Government Act 1972, s.111
- Request for Community Grant received from St Martins Church for £150.00 for a green plaque at the entrance to the church showing that there are four Commonwealth graves in the churchyard.
 - It was **Resolved** to grant the expenditure of £150 from the Parish Community fund. **Local Government Act 1972**, s.111

- Request for funding towards community festive lighting.
 It was Resolved to decline this request.
- SiD request for support to gain a Public Sector Decarbonisation Scheme Grant.
 Cllrs asked the Clerk to gain additional information from SiD and present this at next months
 Resources meeting.
- Cancel the Zoom subscription.
 Cllrs asked this to be deferred to next months Resources whilst additional research takes place for the best alternative solution.

9. To receive the minutes of the Planning Committee held on 4th September 2023 plus an update on any applications received since that meeting. Town and Country Planning Act 1990, sch 1, paragraph 8

The Davidson's appeal took place from 12th - 15th September and we await the Inspector's Report. Councillors encouraged the public to respond to the Hunts Lane planning application by visiting the HBBC portal.

Councillors are still awaiting a response from Owl Homes regarding the access and corrections to the access junction. Councillor Pat Crane will contact them again for an update.

Planning Applications 16th August – 20th September 23

1. Ref: 23/00785/FUL Park House Farm, Leicester Lane, Desford

Details: Construction of manure and slurry stores with associated landscaping and other works **Decision: no objections**

2. Ref: 23/00804/OUT 4 Polebrook Mews, Spinney Drive, Botcheston

Details: Outline planning permission for the construction of a single dwelling (All matters reserved – access only). Resubmission 22/00619/OUT.

Decision: no objections

3. Ref: 23/00711/FUL The Blue Bell Inn, 39 High Street, Desford

Details: Change of use from cafe (Class E(b)) and residential (Class C3) to convenience food store (Class E(a)). Construction of two storey side extension, two-storey and single storey rear extensions (following the demolition of existing single-storey element to rear of 37 High Street/2A Main Street and store to rear of public house) with associated car parking, landscaping and other works.

Decision: after much discussion it was resolved to recommend that the Parish Council object on the grounds of road safety which would be aggravated by the increase in vehicles entering and exiting the car park at a point where visibility is limited when approaching the site from the roundabout. Students walking to & from the Academy would be put at risk if they try to cross the B582 at the entrance, rather than walking to the crossing at the roundabout. We also challenge whether 38 spaces would be sufficient for both pub, shop customers and staff. If permission were to be granted, we suggest that a stucco finish would be more in keeping than red brick in the Conservation Area. The proposed Main Street frontage is also inappropriate for the Conservation Area.

All residents were encouraged to submit their own comments to HBBC and to write to the Borough and County Councillors

4. Ref: 23/00821/TPO 9 Manor Gardens, Desford

Details: T1 sycamore – remove secondary lead overhanging neighbour's property. Reduce spread towards both houses by 1.5m. Raise canopy to 6m. T2 sycamore – reduce spread to south by 3m. T3 sycamore – raise canopy to 6m. Reduce spread towards house by 3m from tips.

Decision: no objections

5. Ref: 23/00821/TPO (Re-consultation) 9 Manor Gardens, Desford

Details: T1 - Sycamore - Remove Secondary lead overhanging neighbours' property. Reduce spread towards both houses by 1.5m. Raise canopy to 6m. T3 - Sycamore - Raise canopy to 6m. Reduce spread towards house by 3m from tips.

Decision: no objections

6. Ref: 23/00843/FUL The Oaks, Main Street, Botcheston

Details: Conversion and alteration to existing garage and store into a separate dwelling and associated parking.

Decision: an observation that there is strong evidence that this is already used as a residential dwelling.

7. Ref: 23/00825/HOU 9 Station Road, Desford

Details: Two storey side extension to dwelling

Decision: no objections

10. Review Policies and Terms of Reference

10.1 H & S Policy

10.2 Safeguarding Policy

It was **Resolved** to accept the H & S and Safeguarding Policies

10.3 Allotment, Cemetery, Desford in Bloom, Heritage, Neighbourhood Plan, Procurement, Working Groups Terms of Reference

It was **Resolved** to accept the Allotment, Cemetery, Desford in Bloom, Heritage, Neighbourhood Plan, Procurement, Working Groups Terms of Reference

11. To receive an update from the Clerk

The main points were:

• Forest Rise – Info Only

Following a further residents complaint received on the 24th August stating that DPC Grounds maintenance contractors had cut the residents verge for a second time, the Clerk and Parish Grounds maintenance contractors conducted extensive investigations. And as a result, it was identified that it was **Leicestershire County Council** contractors who had inadvertently cut the residents verge in error on **both** occasions. The resident was contacted by the Clerk on 24th August to update them of the situation, and LCC has confirmed that they are currently in touch with the resident.

• Pickards Park – Info Only

The Tree survey was due to take place on Tuesday 19th September but due to adverse weather conditions this has now been rearranged to take place on Thursday 21st September.

- The Clerk informed Council that the AGAR had been signed off by the external auditors today
- **12. Information from** Councillors (not for debate or decision)

Cllr McMillan enquired whether the Parish was currently signed up to the Civility & Respect pledge Cllr P Crane spoke on behalf of a resident about a blocked Public Rights of Way path

Cllr N Lockley commented that the library lights outside the front door are not working and require replacing asap

Cllr C Crane commented how proud he was of the working groups and volunteers who have all contributed towards making Desford a better place to live. He said that due to current issues that are out of his control he has decided to stand down as Chair at the next Full Council meeting in October but that he would remain on the Parish Council as a Councillor.

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Chair	Date