



DES福德 PARISH COUNCIL MEETING

Held on Wednesday 18th October 2023 at 7:30pm at Desford Library

MINUTES

In Attendance:

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

Hinckley & Bosworth Borough Council: Borough Councillor Cllr Joyce Crooks, Cllr Robin Webber-Jones and County Councillor Peter Bedford

Parishioners: None

1. Appointment of New Chair

Cllr Crane confirmed his resignation as Chair and asked Councillors to propose a replacement.
Cllr Oakes proposed Cllr Cosgrove for Chair and Cllr Nic Lockley seconded.

It was **Resolved** to appoint Cllr Cosgrove to Chair of Desford parish Council. **LGA 1972, section 83**

2. Apologies To note apologies and valid reasons.

Cllr Crane left the meeting after the appointment of the new Chair
It was **Resolved** to accept apologies from Cllr Crane

3. Declarations of Interest

None

4. To receive and confirm as accurate the Minutes of the Parish Council meeting held on Wednesday 14th September 2023

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

5. To receive and conform as accurate the minutes of the extraordinary meeting held on 11th October 2023

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

6. County and Borough Council Reports.

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

Free Tree scheme is now in operation

County Council Peter Bedford verbal update:

Reference the Davidson appeal the County Councillor had raised a concern reference, safety with LCC Highways regarding widening the path and increased traffic flow.

7. Parishioners Participation

None

8. Update and recommendations from Working Groups:

- a) DiB WG – 9th October 2023
- b) Procurement WG – No Meeting
- c) Procedures WG – 2nd October 2023
- d) Allotments WG – 3rd October 2023
- e) Cemetery WG – 19th September 2023
- f) Heritage WG – 11th October 2023
 - f.1) Heritage Family History Group: 26th September 2023
- g) Staffing WG – 9th October 2023
 - a. Covered in Confidential session agenda point 14. due to GDPR
- h) DNP WG – 23rd October 2023

9. To receive and consider the recommendations of the Resources Committee meeting held on 11th October 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 September 2023.**
Council received, considered, and **approved** the bank statements.
- b. **To recommend payment of invoices and receive and approve the Cashbook statement up to the end of September 2023.**
Council noted the cashbook statement up to the end of August 2023 and **resolved** to approve the payment of invoices.

<u>Payments for approval in October</u>			
Direct Debits that will be paid from account ...515 in October			
Zoom	£12.99	£2.60	£15.59
Terrain - H&S advisors	£8.32	£1.66	£9.98
MeadowMania UK - Blue Hearts Verge	£132.40	£26.48	-£158.88
DPC Accounts Payable (from Account ..087)	Invoice exc vat	VAT	Invoice total
Staff Salaries - August	£3,581.38	£0.00	£3,581.38
Payment to HMRC for Tax and NI relating to August salaries	-£195.18	£0.00	-£195.18
NEST Pensions (Employer and Employee contributions) September	£78.79	£0.00	£78.79
Waterplus - Allotments Water	£65.13	£13.03	£78.16
Waterplus - Cemetery Water			£0.00
GoCardless Wemtech - Monthly Office 365 Fees September 23	£42.90	£8.58	£51.48
Npower Street Lighting Inv 08557070 01 to 30 September	£191.17	£9.56	£200.73
R&CA Advisory (Book-keeper) September 2023 Invoice 23016	£83.10	£0.00	£83.10
M&BG Ltd (Grounds Maintenance monthly invoice 96514)	£2,009.67	£401.93	£2,411.60
Lupella Digital Media - Desford Village Map Inv 2310-1177	£190.00	£0.00	£190.00
TP Jones & Co LLP - Payroll Inv TPJ/P1531	£54.50	£10.90	£65.40
Derbyshire ALC - Cemetery Training for Clerk Inv 3944	£50.00	£0.00	£50.00
HBBC - Trade Waste Collections Inv 4003036563	£234.00	£0.00	£234.00
Hill Fort Tree Care - Tree Survey Pickards Park Inv 2806	£450.00	£90.00	£540.00
Avon Water Services - 2nd visit to Botcheston Village Hall INV 2520	£750.00	£150.00	£900.00
<i>JF Expenses Oct postage Recorded delivery</i>	<i>£6.85</i>	<i>£0.00</i>	<i>£6.85</i>
<i>JF Expenses Aug - Oct mileage</i>	<i>£13.50</i>	<i>£0.00</i>	<i>£13.50</i>
<i>PG Expenses Aug-Oct Mileage</i>	<i>£44.80</i>	<i>£0.00</i>	<i>£44.80</i>
<i>Handyman</i>	<i>£82.50</i>	<i>£0.00</i>	<i>£82.50</i>
<i>Handyman charges for Weedkiller(memorial gdn) and laquer (benches) Cemetery maintenance</i>	<i>£81.49</i>	<i>£0.00</i>	<i>£81.49</i>
<i>BT Invoice 13.10.23</i>	<i>£53.97</i>	<i>£10.79</i>	<i>£64.76</i>
<i>Wemtech Emails/365/backup monthly subscription OCTOBER 23</i>	<i>£42.90</i>	<i>£8.58</i>	<i>£51.48</i>
	£7,911.47	£703.37	£8,614.84

Desford Parish Council - 11 October 2023		Cashbook		
Accounts and Invoices for Recommendation to Council				
Opening Balances 01st September 2023		Projects & Grants Reserve Account ... 25		£7,931.72
		Current Account ... 087		£54,360.15
		Debit Card Account ... 515		£84.39
		Precept Reserve Account ... 072		£77,639.56
			TOTAL DPC=	£140,015.82
		Desford in Bloom Account ... 064		£52,495.35
		DiB Petty Cash		£17.23
			TOTAL =	£192,528.40
Transactions in Current Account ..087 in September				Budget Line
Payment to BT (Direct Debit)			-£64.46	9
Payment to Waterplus - Cemetery Water (Direct Debit)			-£9.16	19A
Waterplus - Allotments Water			-£18.32	19B
NEST Pension Payments Covering August 2023			-£83.90	31
Payment to Npower for Street Lighting(Direct Debit)			-£132.98	21
Payment to Go Cardless Wem Tech			-£51.48	5
Payments in the form of 18 BACS Payments (refer to Bank Statement)			-£30,250.74	
HMRC PAYE/NIC Payment covering August			-£392.37	29
HSBC Bank Account Fees			-£10.00	6
Allotments Income			£50.00	59
Cemetery Income			£845.00	60
Hinckley & Bosworth Borough Council Precept			£77,076.53	57
Transfers to Debit Card Account ...515			-£200.00	
Transfer to Precept Account ...072			-£40,000.00	
		Total =	£6,758.12	
Transactions of ..515 (Debit Card Account) September				
	Transaction 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
MeadowMania UK - Blue Hearts Verge		??	-£158.88	be from Main account
Transfer from DiB Account ...064			£158.88	
Transfers from Current Account ...087			£200.00	
	Total	-£29.32	-£4.26	£166.42
Transactions for Projects & Grants Reserve Account ..253 September				
Gross Interest Received			£32.47	58
		Account Balance =	£7,964.19	
Transactions for Precept Reserve Account ..072 September				
Gross Interest Received			£126.80	58
Transfer from Current Account ...087			£40,000.00	
		Account Balance =	£117,766.36	
Transactions DiB Account ...064 September				
	Transaction exc vat	VAT	Transaction total	
DiB Donations & Grants			£1,360.00	
Heritage Donations & Income			£200.00	
Undefined Donations & Grants				
Ceilidh Receipts			£120.00	
HSBC Bank Account Fees			-£8.00	
Transfer to Debit Card Account ...515			-£158.88	
Karen Wakefield - Expenses	-£950.01	-£189.10	-£1,139.11	
JD Lockley - Bracket Fixing Inv 1056	-£120.00	£0.00	-£120.00	
N Lockley - DiB & Scarecrow Expenses	-£20.72	-£4.15	-£24.87	
Cozy Catering - Bouncy Castle Scarecrow weekend	£2,100.00	£420.00	-£2,520.00	
N Lockley - DiB & Scarecrow Expenses	-£550.82	-£50.25	-£601.06	
		Account Balance =	£49,601.43	
Council Funds at 30th September 2023				
	Projects & Grants Reserve Account ... 253			£7,964.19
	Current Account ... 087			£61,118.27
	Debit Card Account ... 515			£250.81
	Precept Reserve Account ... 072			£117,766.36
		TOTAL DPC=		£187,099.63
	Desford in Bloom & Heritage ... 064			£49,601.43
	Petty Cash DiB			£53.48
		TOTAL =		£236,754.54

c. The financial summary of budgetary analysis to September 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.

- The Clerk presented a first draft of the budget for 24/25 to the Resources committee and this was duly reviewed. An updated version will be presented to Full Council for consideration at next month's Full Council meeting when various quotes, and indication of grounds maintenance contract costs and 24/25 Insurance indicators have been received. The draft budget is available to all Councillors on request.

Recommendations from the Resources Committee to Full Council

a) Allotment Rents

It was **Resolved** that a 10% increase would be appropriate to current Allotment rents for year commencing 2024 (£20.00 full plot to £22 and £10 half plot to £11.00 and £5 easy access raised beds no increase) **Smallholdings and Allotments Act 1908, ss 23, 26 and 42**

b) Invoice for Appeal Costs: Aprica

It was **resolved** to **approve** payment of the second Aprica Invoice for **£4,429.06 Town and Country Planning Act 1990, sch 1, paragraph 8**

c) Water leak at Botcheston Village Hall

As the result of a further section 75 notice from Severn Trent Water Avon Water Services

It was **resolved** to approve payment of the 2nd Avon Water Services invoice for **£750 net** and the Clerk will continue to pursue STW for reimbursement. **Local Government Act 1972, s.111**

d) Request for alterations to new Bus stops on Manor Road

The resident requested that Councillors consider replacing some wooden panels with perspex to allow bus users to see the oncoming bus and for more comfortable seating.

This was **not approved** by Council. The bus stops were recently replaced at the end of 2022 due to the defacing of the Perspex windows and it would not be possible to alter the seating, the bus stops are manufactured to standard specifications.

e) Cemetery Regulations

The Council Resolved to amend the cemetery regulations with the following statement in the introduction section. ***"Family pets visiting the cemetery must be kept under control and dogs should be kept on a short lead at all times."*** Notices have been placed on the notice board and at the watering station reminding owners to clean up after their pets and remove any waste from the site. **LGA 1972, s215**

f) Forest Rise

A resident complained about a tree damaging his fence on the recently flailed and cut hedge at the track at the back of Forest Rise. It was **Resolved** to approve the quote of £300.00 **Open Spaces Act 1906, subsections 9, 10**

g) Tree Survey Pickards Park

All Councillors were provided with a copy of the tree survey by Hill-Fort Tree Care and unanimously agreed with the findings.

It was **Resolved** to proceed with the recommendations and Councillors requested the Clerk to upload a copy of the Survey to the Parish Website and contact the residents. **Open Spaces Act 1906, subsections 9, 10**

Quotes Recommended by the Resources Committee to Full Council:

Arborecco: Remedial works at Pickards Park resulting from recent Tree survey **£950.00**
Remedial works at Forest Rise for **£300.00**

It was **Resolved** to grant the expenditure **Open Spaces Act 1906, subsections 9, 10**

LRALC: AGM fees at £10.00 per delegate x 3

It was **Resolved** to grant the expenditure **Local Government Act 1972, s.111**

- 10. To receive the minutes of the Planning Committee held on October 2023 and an update on any applications received since that meeting. **Town and Country Planning Act 1990, sch 1, paragraph 8****

The Davidson's appeal although successful will require consent from third parties regarding the width of the footpath. Councillors will continue to monitor.

Griffin: It has been reported that there are some rusty footings left behind at the balancing pond site and Councillors requested the Clerk to inform the site Manager. The on-going vandalism still remains an issue, but Police are monitoring.

Peckleton lane: Following objections to the proposed revised speed limit to 40MPH, LCC have agreed to reinstate the 30MPH limit.

Councillors requested the Clerk to approach HBBC planning to enquire if we can be notified of the outcomes of all planning applications

Planning Applications 20th September – 18th October

- 1. Ref: 23/00915/TPO 6 Manor Gardens, Desford**
Details: T1 – Robinea psuedoacacia – fell
Decision: no objection

- 2. Ref: 23/00958/TPO Manor Farm, 53 High Street, Desford**
Details: T1 Sycamore – fell; T2 Willow – crown raise to approx. 8m over highway and prune to provide 2m clearance to property
Decision: no objection

- 3. Ref: 23/00959/TPO 12 Goulton Crescent, Desford**
Details: T1 Poplar – remove epicormic growth from main stem up to crown break at approx. 10m
Decision: no objection

- 4. Ref: 23/00924/HOU 29 Norfolk Road, Desford**
Details: Proposed single storey front and side extension
Decision: no objection

Appeals:

- 1. Ref: APP/K2420/W/23/3327377** against refusal of 22/00752/OUT Forest Hill Golf & Country Club, Markfield Lane, Botcheston
Details: Proposed 98 bed hotel with leisure facility & spa (Class C1) outline – access to be considered only
Decision: support to be submitted by 26th October

10. Residents request to discuss a VAS on Peckleton Lane

Councillors requested that the Clerk approach CC Peter Bedford and LCC Highways regarding the possibility of installing a VAS at the brough of the hill by the Owl estate.

11. To receive an update from the Clerk

- Recent roof leak at Botcheston Village Hall remedial works of up to £200.
It was **Resolved** to approve this expenditure **LGA 1972, section 133**

- Membership of Committees and Working Groups**

The Councillors **agreed** to the following additions to the Committees and Working Groups

Committee, Working Group or Organisation	Membership	
Resources Committee	C Crane C Oakes S McMillan	P Treadwell M Cosgrove G Eldridge
Planning Committee	P Crane N Lockley B Treadwell	P Treadwell C Oakes VACANCY
Staffing Working Group	C Crane J Vavasour M Cosgrove	Z Rood C Oakes S McMillan
Allotments Working Group	P Crane C Oakes	VACANCY B Treadwell
Procurement Working Group	P Crane B Treadwell S McMillan	C Crane C Oakes J Vavasour
Cemetery Working Group	C Crane S McMillan	Z Rood P Treadwell
Procedures Working Group	P Crane B Treadwell P Treadwell	C Oakes M Cosgrove
Neighbourhood Plan Working Group	P Crane S Wakefield	C Crane C Oakes
Desford in Bloom Working Group	P Crane B Treadwell	N Lockley
Heritage Working Group	P Crane B Treadwell	N Lockley
Desford Village Hall Committee	P Crane S McMillan	P Treadwell
Botcheston Village Hall Committee	C Crane	VACANCY
Barns Charity	P Crane	N Lockley
Sport in Desford Representatives	C Crane	M Cosgrove
Cat/Neovia/Griffin Liaison Committee	C Crane	P Crane

12. Information from Councillors (not for debate or decision)

Cllr C Oakes advised that the Remembrance poppies are being put up on 1st November and asking for Volunteers to assist. He reminded Councillors that the Independent Scarecrow AGM was on Monday 23rd at the library at 7.30pm.

Cllr Z Rood highlighted the ongoing issues with parked cars on St Martins Drive

Cllr P Crane reminded Councillors of the LRALC AGM on Wednesday 15th November.

14. Confidential Session regarding staffing appraisal

GDPR confidential discussion and agreement regarding remuneration. **Local Government Act 1972, s.111**

The Meeting closed at 21.03

Chair

Date