

GLENFIELD PARISH COUNCIL

Park House, Stamford Street, Glenfield, Leicester, LE3 8DL
Telephone & Fax: 0116 231 2498



Minutes of the Meeting of the Parish Council held in the Main Hall, Park House on 19 May 2008

PRESENT: L Breckon (Chair), J Garratt, R Denney, E Hudson, J Springthorpe, N Cox, L Adlam, T Abbott, K Russell, R Boby, H Eppel, M Neal, J Peachey, P Lowe, B Neale, A Robotham (Clerk) J Kneafsey (Administrative Assistant).

1) ELECTION OF CHAIR OF COUNCIL AND ACCEPTANCE OF OFFICE:

- a) L Breckon was elected as Chair of the Council.
- b) L Breckon accepted the Office and signed the Declaration of Acceptance.

2) APOLOGIES:

J Walton (Holiday), S Bourne (Reason not stated).

3) CHAIR'S REPORT AND REMARKS:

- a) The Chair thanked Members and staff for their support during his last year in office.

4) ELECTION OF VICE-CHAIR OF COUNCIL:

- a) L Adlam was elected as Vice-Chair of Council.

5) DISCLOSURES OF INTEREST:

- a) R Denney disclosed a personal interest in item 9, Ramblers' Association, as he was a member of the association.

6) MINUTES OF THE LAST MEETING:

- a) **RESOLVED** that the minutes of the meeting of 21 April 2008 be approved as a correct record. The Chair duly signed these.

7) PUBLIC PARTICIPATION:

- a) Public Speaking Protocol – There were no registered speakers.
- b) There were no members of the public present and the meeting was not suspended.

8) COMMITTEES:

- a) Chairs and Vice-Chairs of Committees.
 - i) N Cox was elected as Chair of the Community Committee.
 - ii) J Garratt was elected as Vice-Chair of the Community Committee.
 - iii) J Springthorpe was elected as Chair of the Property Committee.
 - iv) The election of a Vice-Chair for the Property Committee was deferred until the next meeting.
- b) Committee Members.
 - i) E Hudson, P Lowe, J Walton and M Neal were appointed to the Community Committee, to join the Chairs and Vice-Chairs of the Committee and the Council.
 - ii) R Denney, R Boby and B Neale were appointed to the Property Committee, to join the Chair of the Committee and Chair and Vice-Chair of the Council.
- c) **RESOLVED** that minutes of the Community Committee of 31 March 2008 be received and noted

9) MEMBERSHIP OF OUTSIDE BODIES AND SUBSCRIPTIONS:

- a) It was **RESOLVED** to be members of and/or to make subscriptions to the:
 - i) Leicestershire & Rutland Association of Local Councils.
 - ii) Rural Community Council.
 - iii) Leicestershire and Rutland Playing Fields Association.
 - iv) Leicestershire Footpath Association.

- v) Ramblers' Association. H Eppel disclosed an interest as he was a member.
- vi) Society of Local Council Clerks.
- vii) Local Council Review (one copy).
- viii) Zurich Municipal Health and Safety Service.
- ix) Leicester Mercury.
- x) Campaign to Protect Rural England. H Eppel disclosed an interest as he was a member.

10) REPRESENTATIVES ON OUTSIDE BODIES:

- a) **RESOLVED** to nominate the following representatives or observers:
 - i) Glenwatch – observer B Neale.
 - ii) Association of Parish Councils (Blaby Branch) – representatives J Springthorpe and J Garratt.
 - iii) Millennium Green Trust – representative J Springthorpe.
 - iv) Heritage Warden – representative L Breckon, as Chair of Council.
 - v) Larger Council's Forum - representatives L Breckon and L Adlam.
 - vi) Police Joint Action Group (JAG) – representatives J Walton.
 - vii) ENABLE – observer J Garratt.
 - viii) Stepping Stones – representative R Denney and R Boby.
 - ix) Age Concern – observer J Springthorpe.
 - x) Voluntary Action for Blaby District – observer L Adlam.
 - xi) Blaby North Forum – observers N Cox and J Springthorpe.
- b) Reports.
 - i) Stepping Stones – a report from R Boby, as circulated, was received and noted.
 - ii) Millennium Green – J Springthorpe presented a report, attached to minutes.
 - iii) JAG – It was noted that the last two sets of minutes were available in the office.

11) WORKING PARTIES, THEIR MEMBERSHIP AND TERMS OF REFERENCE:

- a) **RESOLVED** to confirm the following working parties and membership.
 - i) Health and Safety, reporting to Full Council – E Hudson, J Garratt, J Springthorpe, T Abbott.
 - ii) Personnel, reporting to Full Council – L Breckon, R Denney, J Springthorpe, R Boby.
 - iii) Sports and Leisure Development, reporting to Full Council - R Denney, H Eppel, L Breckon, R Boby, B Merrell.
 - iv) Planning Group, reporting to Full Council - R Denney, H Eppel, J Garratt, R Boby, L Beckon, J Walton.
 - v) Glenfield Wildlife and Environment Group, reporting to Full Council - H Eppel, R Denney, K Russell, P Lowe.
 - vi) Parish Pen Editorial Group, reporting to Full Council - L Breckon, J Springthorpe.
 - vii) Emergency Planning Group, reporting to Full Council - Chair and Vice-Chair of Council, the Chair and Vice-Chair of Committees plus E Hudson.
 - viii) Leisure Development within the Millennium Green, reporting to Full Council – R Boby, T Abbott, J Springthorpe, the Clerk, R Freer of Blaby DC, D Mortimer of the Millennium Green Trust.
 - ix) Internal Audit, reporting to Full Council – L Beckon, the Clerk.
- b) In consideration of the Terms of Reference of the Working Parties it was **RESOLVED** to confirm the Terms of Reference of the Working Parties as per the circulated document, with the exception of the Planning Group who's Terms of Reference shall be "To provide the reference group for planning applications as per Standing Order 25".
- c) Reports.
 - i) Sports and Leisure Development – a report, as circulated, was received and noted.
 - ii) Leisure Development within the Millennium Green - a report, as circulated, was received and noted. In consideration of the report it was **RESOLVED** that the draft agreement between Glenfield Parish Council and Blaby DC re the development within the Millennium Green be approved.

12) KEYS:

- a) **RESOLVED** that the signatories for security keys be the Clerk, R Denney and J Springthorpe.
- b) **RESOLVED** that a set of keys to Park House be held by L Breckon.
- c) **RESOLVED** that the confidential cabinet keys be held by the Chair and Vice-Chair of Council and the internal locked box keys by the Chairs of Committees.

13) FINANCE:

- a) It was noted that the number of electors as declared in the Electoral Roll as at 1 April 2008 was 7849. It was further noted that the Section 137 expenditure limit for 2008/9 had been set at £5.86 per elector.
- b) **RESOLVED** to continue with the Co-operative Bank as the Council's bankers.
- c) **RESOLVED** to change the bank mandate and that signatories should be any three from A Robotham, R Denney, J Springthorpe, R Boby, E Hudson, M Neal and K Russell.
- d) **RESOLVED** that the Fidelity Insurance be set at £100,000.
- e) **RESOLVED** that the casual user car allowance be as per the recommended National Joint Council 2008/9 figures.
- f) Reserves.
 - i) **RESOLVED** to transfer £17,200 from general funds to Machine and Equipment Reserves.
 - ii) **RESOLVED** to transfer £19,000 from general funds to the Sports and Leisure Development Reserve.
- g) Grants under Section 137 of the Local Government Act 1972.
 - i) **RESOLVED** to grant Anstey and Glenfield Cricket Club £1,760 towards their pitch fees.
 - ii) **RESOLVED** to grant St Peter's Church, Glenfield up to £1,000 towards the maintenance of the burial ground. R Denney disclosed a personal interest in this matter, as his wife was a church warden, and did not take part in the vote.
 - iii) **RESOLVED** to grant £5,000 to Leicestershire County Council Youth Service for the provision of youth workers and youth club development. The report detailing the usage of the 2007/8 grant was noted.
 - iv) **RESOLVED** to grant Glenwatch £3,000.
- h) Allowances.
 - i) **RESOLVED** to set the Councillors' allowance for the financial year 2008/9 at £200.
 - ii) **RESOLVED** to set the Chair's allowance for the financial year 2008/9 at £375.
- i) **RESOLVED** that the schedule of accounts paid for the month of April 2008, totalling £33,758.67 (including salaries of £6,573.77.) together with petty cash payments of £133.88 be approved and that the accounts and balances for the said month be noted and accepted.
- j) In consideration of joining the LRALC Employment Advisory Service it was **RESOLVED** to join the service at a cost of £10.00 p.a., if the LRALC were able to complete the arrangements, which depended upon a high level of parish council interest.

14) PLANNING:

- a) **RESOLVED** to receive and note the Planning Report, as circulated. J Springthorpe and J Peachey disclosed a personal interest as they were members of the Development Control Committee at Blaby DC.

15) USE OF ELLIS PARK FOR A FUN FAIR:

- a) In consideration of a request to use Ellis Park for a four day fun fair it was **RESOLVED** not to grant permission for the use of the grounds for a fun fair.

16) PARISH PEN:

- a) In consideration of a change in the method of distribution of the Parish Pen it was **RESOLVED** not to change the existing method of distribution. K Russell disclosed a pecuniary interest, as the editor of the Glenfield Gazette, and left the meeting during

discussions and the vote.

17) CLERK'S REPORTS:

- a) Health and safety issues.
 - i) There was nothing to report.
- b) General Report.
 - i) The Neighbourhood Policing Unit had received an award for their outstanding efforts and achievements during 2007.

18) CORRESPONDENCE:

- a) The Correspondence List, as circulated, was received and noted.
- b) Stepping Stones revised Vision Statement – the revised Mission Statement was noted.
- c) Blaby DC Open Space Consultative Meeting, 10 June 2008 2:00 – 4:00 pm – R Boby and the Clerk to attend.
- d) Report from Green Routes for New Urban Growth meeting – this was noted. R Denney declared an interest in the item as he had chaired the meeting.
- e) LRALC May 2008 newsletter – this was noted.
- f) Local Council Review May 2008 – it was noted that this was in the office.
- g) Appointment of Parish/Town Councillors to the Standards Committee of Blaby DC – this was noted. R Denney declared an interest in the item as he was a member of the Standards Committee at Blaby DC.
- h) Community Forums – North Blaby District – this was noted. N Cox and J Springthorpe to attend.
- i) Hinckley & Bosworth Borough Council – Local Development Framework – this was noted, details are in the office.
- j) Blaby DC re chair and vice chair – It was noted that Mrs J Cox had been elected as Chairman of Blaby DC and Mr A Bailey as Vice-Chairman.
- k) CPRE – It was noted that the new Campaign and Development officer was Lisa Michael.

There being no other business the Chair declared the meeting closed at 8:15 pm.