

# **GLENFIELD PARISH COUNCIL**

Park House, Stamford Street, Glenfield, Leicester, LE3 8DL  
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## **Minutes of the Meeting of the Parish Council held in the Main Hall, Park House on 16 June 2008**

**PRESENT:** L Breckon (Chair), J Garratt, R Denney, J Springthorpe, N Cox, L Adlam, T Abbott, K Russell, R Bobby, M Neal, J Peachey, B Neale, J Walton, A Robotham (Clerk) J Kneafsey (Administrative Assistant).

Also present one member of the public, Inspector M Chell, PC M Cawley, PCSO P Chapman.

### **1) APOLOGIES:**

E Hudson (Holiday), H Eppel (Holiday).

To accommodate those present the order of the agenda was changed.

### **2) DISCLOSURES OF INTEREST:**

a) J Springthorpe and J Peachey disclosed a personal interest in item 11 of the agenda, planning, as they were members of the Development Control Committee at Blaby DC.

### **3) MINUTES OF THE LAST MEETING:**

a) **RESOLVED** that the minutes of the meeting of 19 May 2008 be approved as a correct record. The Chair duly signed these.

### **4) PUBLIC PARTICIPATION:**

- a) Public Speaking Protocol – Mrs Newman of Glenfield Frith Drive had registered to speak re item 11 of the agenda, planning.
- b) No members of the public requested to speak regarding items not on the agenda.

### **5) POLICING (Agenda item 10):**

- a) Inspector M Chell outlined the progress of the Glenfield Neighbourhood Policing Unit, including:
  - i) Glenfield was seen as the model for best practice with regard to Neighbourhood Policing.
  - ii) PC M Cawley, who had played a key part in the development within Glenfield, had passed his sergeants examination and was in line for a move.
  - iii) Interviews for PC Cawley's replacement were planned for 26 June 2008, at Park House. It was planned to involve the Parish Council in the selection process, this being a first within Blaby District.
  - iv) PCSO P Chapman would not be moving.
  - v) The Chair thanked the police for their work in the village.
- b) Smartwater Initiative.
  - i) A paper concerning the introduction of a village wide Smartwater scheme was presented and discussed. It was **RESOLVED** to contribute £1,400 to the development of a Smartwater scheme for Glenfield, £500 for set up and free issue costs and £900 on iterative purchase and sales of Smartwater.

### **6) PLANNING (Agenda item 11):**

- a) **RESOLVED** to receive and note the Planning Report, as circulated.

- b) Mrs Newman spoke about the process relating to planning application 08/0339. In consideration of the information supplied by Mrs Newman and the Clerk it was **RESOLVED** to write to Blaby DC to express serious concerns re the process of planning application 08/0339, with the Chair to sign the letter.
- 7) **CHAIR'S REPORT AND REMARKS:**
- a) The Chair reported that he had received the resignation of S Bourne, who had represented Central Ward. Required notices had been posted.
- 8) **COMMITTEES:**
- a) T Abbott was elected as Vice-Chair of the Property Committee.
  - b) Committee Members.
    - i) K Russell was appointed to the Property Committee.
    - ii) There were no further appointments to the Community Committee.
- 9) **WORKING PARTIES:**
- a) Membership of Working Parties.
    - i) T Abbott was appointed to the Personnel Working Party.
    - ii) R Denney was appointed to the Internal Audit Working Party.
  - b) Working Party Reports.
    - i) A report from the Leisure Development within the Millennium Green Working Party was received and noted. It was **RESOLVED** to approve the questionnaire, as circulated. It was noted that the agreement with Blaby DC was now ready for signing.
- 10) **REPRESENTATIVES AND OBSERVERS ON OUTSIDE BODIES:**
- a) Review of representatives and observers:
    - i) R Boby was appointed as an observer to ENABLE.
    - ii) R Denney and R Boby to be observers at Stepping Stones, as opposed to representatives.
    - iii) It was **RESOLVED** that an observer at Age Concern was not required and the appointment of an observer was cancelled.
  - b) Reports.
    - i) Two reports from the Association of Local Councils were received and noted.
    - ii) A report from the Blaby North Forum was received and noted.
    - iii) A report from the Glenfield Millennium Green Trust was received and noted.
    - iv) A report from the Blaby District Open Space Consultative Meeting was received and noted.
- 11) **FINANCE:**
- a) **RESOLVED** that the schedule of accounts paid for the month of May 2008, totalling £24,364.59 (including salaries of £6,624.61) together with petty cash payments of £147.42 be approved and that the accounts and balances for the said month be noted and accepted.
- K Russell left the meeting.
- b) Year End Accounts 2007/8.
    - i) The Internal Auditors letter of Appointment was received and approved.
    - ii) The Internal Auditors Declaration of Independence was received and noted.
    - iii) Internal Auditors written report.
      - (1) The Internal Auditors written report was received and noted.

- (2) It was noted that there were no actions requested in the report and, therefore, that no action plan was required.
- iv) In consideration of the report concerning the effectiveness of the internal audit it was noted that an effectiveness statement would, in future, be part of the internal controls and audit review and it was **RESOLVED** that the Parish Council was assured by the effectiveness of the internal audit.
- v) **RESOLVED** to receive and approve the Year End Bank Reconciliation.
- vi) **RESOLVED** to receive and approve the Income and Expenditure Report.
- vii) **RESOLVED** to receive and approve the Balance Sheet and Supporting Statement.
- viii) Annual Return.
  - (1) **RESOLVED** to receive and approve the Statement of Accounts.
  - (2) **RESOLVED** to receive and approve the Annual Governance Statement.
  - (3) **RESOLVED** to receive and approve the Annual Internal Audit Report to the Parish Council.
- ix) **RESOLVED** to receive and approve the Statement of Accounts Section 1 Variance Report.

#### 12) **BOULES AND BOWLS:**

- a) Twinning Association Boules 2 August. **RESOLVED** to enter 1 team at a cost of £6.00 (R Denney, J Springthorpe and L Breckon).
- b) Bowls competition v bowls club v staff. Four Members put their names forward (R Denney, R Boby, J Springthorpe and L Breckon).

#### 13) **CLERK'S REPORTS:**

- a) Health and safety issues.
  - i) There was nothing to report.
- b) General Report.
  - i) A series of Community Safety Roadshows are planned in Blaby District, including at the Glenfield Co-op, 23 June. In response to a question, no councillors were available to assist.
  - ii) Glenfield Gardeners' Association had requested that either the Chair or Vice-Chair present the Parish Council's awards. L Breckon and L Adlam stated that they were available.

#### 14) **CORRESPONDENCE:**

- a) The Correspondence List, as circulated, was received and noted.
- b) Leicestershire County Council re the installation of vehicle activated speed signs on Station Road. This was noted. The Clerk was requested to enquire whether this equipment could obtain information other than the speed of vehicles.
- c) Leicestershire County Council Youth Development re summer events. This was noted. **RESOLVED** to grant free use of Ellis Park on the dates requested. **RESOLVED** to grant, under Section 137, £150 for the payment of salaries for youth leaders to cover the events.
- d) Crimestoppers grant application. This was noted and a grant refused.
- e) Leicestershire County Council re Transport Day 1 July 2008. R Boby and J Garratt to attend.
- f) Leicestershire and Rutland Playing Fields Association AGM. This was noted.
- g) Leicestershire Co-op re eco town. This was noted and referred to the Parish Council's Wildlife Group.
- h) Blaby District Council re Parish Council Achievement event. This was noted.
- i) Blaby District Council Outstanding Achievements Awards. This was noted. Glenwatch to be submitted. J Springthorpe disclosed a prejudicial interest as his partner was the secretary to Glenwatch and did not vote.
- j) Leicestershire County Council re youth service grant, clarification of use of funds. This was noted.

Late item due to date.

k) Homeless Strategy Review at Blaby DC. This was noted.

15) **Confidential Items.**

In accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and the public were excluded from the following item by reason of the confidential nature of the business to be discussed (Personnel) and were requested to withdraw.

a) Personnel.

B Neale disclosed a personal and prejudicial interest as the father of a member of staff and left the meeting.

i) A report from the Personnel Working Party was received and noted and decisions with regard to future staffing taken.

There being no other business the Chair declared the meeting closed at 9:36 pm.