

Measham Parish Council
Measham Leisure Centre
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Notice of Parish Council Meeting

All members of the Parish Council are hereby summoned to attend a meeting of Measham Parish Council to be held at Measham Leisure Centre, on **Thursday 13th March 2025 at 6.00pm.**

Anthea Booth
Assistant Clerk

Members of the public and press are welcome to attend.

PARISH COUNCIL MEMBERS

Measham South

Cllr Colin Manifold (Chair)
Cllr Edward Hodgetts
Cllr Robert Oakes
Cllr Darren Martin
1 Vacancy

Measham North

Cllr Glenys Banton (Vice-Chair)
Cllr Tony Fairall
Cllr Anne Morgan
Cllr Ruth Oakley
Cllr David Wright

Cllr Dominic White

RECORDING PARISH COUNCIL MEETINGS

Under the Openness of Local Government bodies regulations 2014, members of the public may film, photograph, and make audio recordings of the proceedings of the formal Council meeting. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

PUBLIC PARTICIPATION

- Notice is given that at the time agreed by the meeting, 15 minutes will be set aside for members of the public to make representation on any item on the agenda only.
 - Any member of the public shall not speak for more than three minutes, this is strict and will be timed at the meeting. This is to allow the Parish Council to get through the business to be transacted at the meeting in a timely manner.
 - A question asked by a member of the public during Public Participation shall not require a response or debate during the meeting though the Chair may direct that a written response will be provided subsequent to the meeting.
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PUBLIC BODIES (ADMISSION OF MEETINGS ACT) 1960

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted, or for any other special reason. The public's

exclusion from part or all of a meeting shall be by resolution of the Council, which shall give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

Agenda

32/25 - To receive Apologies for Absence- Local Government Act 1972, specifically Section 85(1) – (1 min)

- a. if a council member fails to attend meetings for six consecutive months without approval from the council, they cease to be a member unless the absence is approved before the end of that period. Therefore, the Parish Council must formally consider apologies for absence to ensure members do not inadvertently lose their seats.
- b. Members are reminded that apologies and reason for absence for this meeting must be given to the Clerk at the earliest convenience prior to the meeting.

33/25 - Co-option of a Councillor - Local Government Act 1972, Section 89 and 90, - Completion of the Acceptance of Office Form - Local Government Act 1972, Section 83 – Completion of the Register of Members Interest Form – Localism Act 2011, Section 29-34 – (3 mins)

34/25 - Public participation – Localism Act 2011– (15 mins)

- a. To adjourn the meeting for 15 minutes to allow members of the public, 3 minutes each, this is to allow members of the public to make representation on business already on the agenda up to a total of 15 minutes. This also includes any District, County Council Ward Members or Police Representatives in attendance.
- b. We ask District and County Council Ward members to forward their report by email for the meeting to the Parish Clerk, which will be circulated to the Parish Councillors prior to the meeting.
- c. No resolutions can be made under public speaking.

35/25 - Declaration of interests – Localism Act 2011 section 30 to 33 and the Local Government Act 1972 section 117 – (1min)

- a. To receive declarations of disclosable pecuniary interests and personal and prejudicial interests from members to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with LGA 1972 s117.
- b. The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the meeting that has not been disclosed under this item, the member must immediately disclose it.
- c. Register of Interests: Councillors are reminded of the need to keep updated their Register of Members Interests Forms as required. Chapter 7 of the Localism Act 2011 and the Councils Code of Conduct Note: Members must generally declare a disclosable pecuniary interest which they have in any item on the agenda. A member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.
- d. Members may remain in the meeting and take part fully in discussion and voting unless the interest is pecuniary.

36/25 - Dispensations - Localism Act 2011 regulations as outlined in the (standards Committee) Regulations 2008 – (1 min)

- a. To receive, consider and record Councillors requests for a disclosable pecuniary interest dispensation (section 31 Localism Act 2011) in connection with items on the agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

37/25 - Confirm Minutes – Local Government Act 1972, Section 12 - (1 min)

To approve and adopt the minutes of the meeting of the Council held on Thursday 13th February 2025.

38/25 - Parish Councillors' Reports – Local Government Act 1972, localism Act 2011 and Parish Council regulations (2007) – (15 mins)

To receive reports from the Councillors.

39/25 - Parish Clerk Report and items for consideration – Local Government Act 1972 – (10 mins).

- a. Update on website and social media - [The Public Sector Bodies \(Websites and Mobile Applications\) \(No. 2\) Accessibility Regulations 2018](#) and [Freedom of Information Act 2000](#) – Cllr Fairall
- b. To consider who will sit on the Estate and Recreation Working Group - [Local Government Act 1972 \(LGA 1972\) Section 101](#) and [The Local Government \(Miscellaneous Provisions\) Act 1976](#)
- c. To consider the Terms of Reference for the Estate and Recreation Working Group – See Terms of Reference. - [Local Government Act 1972 \(LGA 1972\) Section 101](#) and [The Local Government \(Miscellaneous Provision\) Act 1976](#).
- d. To consider the purchase of an ANPR Camera for the village. – Still waiting for costings from Paul Collette at NWLDC. - [Crime and Disorder Act 1998 - Section 17](#), [Road Traffic Regulation Act 1984](#), [Highways Act 1980](#), and [Data Protection Act 2018 / General Data Protection Regulation \(GDPR\)](#)
- e. Consider what the Parish Council will do for VE Day on the 8th May and VJ Day is on the 15th August. A resident has suggested a plaque be installed at the War Memorial. - [The War Memorials \(Maintenance\) Act 1923](#) and [The War Memorials \(Repairs\) Act 1949](#)
- f. Reorganisation to Unitary Local Government'' What Does It Mean for Parish Councils – See Clerk Report and other supporting information.
- g. To consider Church Clock Service - [Local Government Act 1894](#), [Local Government \(Miscellaneous Provisions\) Act 1976](#) and [Parish Councils \(Miscellaneous Provisions\) Act 1910](#)
 - i. The three year term offer is to service the clock in 2025-2027 inclusive, offered at a discount in exchange for payment in advance and ensuring there are no price increases during the term of the offer will cost £780 net plus vat.
 - ii. Or, the cost to revert to annual payment will be £286 net plus vat this year, payable following attendance to site and subject to any annual increases.
- h. To consider the quote to pollard the 44 Lime Trees and the removal of the cuttings at the War memorial at a cost of £1,440.00 – See quote received - [Open Spaces Act 1906 section 10](#)
- i. Update on the Water Meter Issues at the Cemetery – See Clerk Report
- j. To consider the adoption of a new Drone Policy on Parish Council Land
- k. KKP Community Focus Questionnaire – [Completed by the Clerk on behalf of Measham Parish Council, on our current open space and usage](#)

40/25 - Financial Matters – Local Government Act 1972, Accounts and Audit Regulations 2015 and the Transparency Code for Smaller Authorities - (5 mins)

Any invoices received for payment after publication of the agenda will be advised at the meeting as provided on the payment list.

- a. Invoices - to consider the invoices for payment, Card Payments, and Direct Debits.
- b. Receipts – to note receipts received since the last meeting.
- c. Bank reconciliation and Statement of Accounts – to consider the Unaudited Accounts
- d. Bank transfers – for info.

Year End Preparation

- e. Consider the reviewed Business Risk Assessment March 2025 – Year End Prep
- f. Consider the Financial and Management Risk Assessment – Year End Prep
- g. Consider the Land and Buildings Register – Year End Prep
- h. Consider the current form Asset Register – Year End Prep

41/25 - Speeding Sign Results – Road Traffic Regulation Act 1984 - (5 mins)

To receive statistics from the latest location and decide on the next location for the speed sign.

42/25 - Current projects / items – Various Legislation as listed – (10 mins)

- a. To receive an update on the selling of the Board Room table and chairs – Disposal of Assets Local Government Act 1972 s.123
- b. To receive an update on the CCTV project – Local Government Act 1972, Data Protection Act 2018, General Data Protection Regulation (GDPR), Crime and Disorder Act 1998.

43/25 - Planning Matters (for consideration by the planning committee)– Town and Country Planning Act 1990- (10 mins)

- a. Applications for consideration - Town and Country Planning Act 1990, Sched. 1, para.8 - Right to be notified of planning applications if right has been requested. Any application received after publication of the agenda will be advised at the meeting.
- b. Measham Parish Council Members who are also Members of NWLDC's Planning and/or Licensing Committee provide comments as a preliminary view only at this stage, and they may change their view when they hear all the evidence at a meeting of North West Leicestershire District Council's Planning and/or Licensing Committee.

1. Decisions made by Planning Authority (NWLDC)

Application No	Proposal	Address	Decision
24/01146/LBC	Replacement of 8 windows with new timber windows (Listed Building Consent)	3 Navigation Street, Measham	Listed Building Consent

2. Applications for discussion

[Follow this link to view planning applications](#)

Application No	Proposal	Address
25/00294/HRN	Removal of 5 sections of hedgerow with individual lengths of 20 metres (M) 30m, 40m, and 2 sections of 35m.	Pipeline Route B – Land to the East of Ashby Road, Measham
25/00302/VCU	Amendments to condition 2 of planning permission 07/01184/FUL which was for the erection of a two storey dwelling following demolition of existing building to modify the approved ground floor plan to optimise internal space.	Demba Cottage, Navigation Street, Measham.
25/00321/REM	Erection of one single storey dwelling including access and parking arrangements (reserved matters of appearance, landscaping and scale to outline planning permission ref: 22/01045/OUT	8 Wordsworth Way, Measham

44/25 - Date and location of the next meeting – [Local Government Act 1972 section.9 and schedule 12](#)– (1 min)

Thursday 13th March 2025 at 6pm at Measham Leisure Centre.

45/25 - Confidential - [Public Bodies \(Admission to Meetings\) Act 1960 section 1](#) – (5 mins)

To consider the following resolution: “That, in view of the confidential nature of the following agenda items, the press and public be excluded from the meeting, in accordance with the Public Bodies (Admission to Meetings) Act 1960, section 1.”

1. Lime Avenue Open Space

- a. Update Laurels planted on Parish Council Open Space at Lime Avenue have been removed and request from the resident for the Parish Council to install fencing or sell a strip of land to the resident to install fencing. - [Local Government Act 1972, parish councils have the authority to dispose of land. Section 127\(1\) specifies that a parish or community council can dispose of land, but if the land is considered 'open space,' certain procedures must be followed.](#)
- b. Tree issues and residential property wall damage complaint Orchard Way ref PC Title Number LT468703 – See Clerk Report. - [Occupiers' Liability Acts 1957 and 1984 and Health and Safety at Work etc. Act 1974](#)
- c. To consider quotes received from the Management Company to repair the fallen fencing at the property. - [Landlord and Tenant Act 1985, Section 11](#)
- d. To consider the quotes for the hard standing at the Depot for the waste bins store.
- e. Board Room Tender Docs for consideration and current wood worm issues – [Local Government Act 1972, Town and County Planning Act 1990, Building Act 1984, Housing Act 2004 and Landlord and Tenant Act 1985.](#)– See draft Tender Docs and Clerk Report.