

Measham Parish Council

**Minutes of the Meeting of the Council held on February 13th, 2020, 7pm
at The Leisure Centre, High Street, Measham.**

Present

Name	Appointment	Name	Appointment
Colin Manifold	Chair	Steve Leary	Councillor
Glenys Banton	Councillor	Stephen Plowman	Councillor
Emma May	Councillor	Dawn Roach	Clerk
Anne Morgan	Councillor	Andrew Woodman	NWLDC Cllr
Edward Hodgetts	Councillor	Sean Sheahan	LCC & NWLDC Cllr
Christine Wright	Councillor	SGT Jane Dolby	Leics Police
David Wright	Councillor	Insp Richard Jackson	Leics Police
Tom Rooney	Councillor	PBO Richard White	Leics Police
		Parishioners	2

Min No	Ag. No		Action
15/20	1	Welcome & Apologies	
		Cllr Oakes – Working, Bev Smith – Accepted.	
16/20	2	Public Participation	
		<p>A parishioner asked what is being done about the rise in crime in the village, particularly car crime.</p> <p>Police Response: If the police are called out during the crime, they are more likely to attend this will not be the case if called out in the morning or after the event. Car crime is an increase across the county. A new model of policing is coming in in March and an increase in response will see the effects on policing in Measham quickly. It was suggested to use the Community Portal to report Crime and anti-social behaviour, it was also agreed to look at civil options.</p>	
17/20	3	Police Matters	
	a	<p>Presentation by Insp Jackson.</p> <p>Force changes will take place from the 11th March. £10.2 million of savings had to be made equalling 600 staff lost since 2010.</p> <p>If you are a victim of crime you are more likely to be a victim of cyber-crime.</p> <p>NWL is a population of over 100,000 and will have 10 Sergeants, 40 Police Constables, Det. Inspector and CID dedicated. Resources can be deployed by the inspector and redeployment from other areas will take place. Work will</p>	

		be a 10 shift, 24hr pattern. £14 million funding will be received. 296 officers will be recruited in Leicestershire in the next year. Staffing Structure will be Inspector, Staff Sgts, CID, Beat Officers and PCSO's.	
	b	Update from recent ASB meeting. The meeting was attended by the Chair and the Clerk at NWLDC, the main issue is that lack of reporting incidents a meeting is taking place again next month.	
18/20	4	Declarations of Interests	
		Disclosable Pecuniary Interest - None Non-Disclosable Pecuniary Interest – None	
19/20	5	Confirm Minutes	
		To approve and adopt the minutes of the meeting of the Council held on Thursday 9 th January 2020 Resolved: Cllr G Banton proposed, and Cllr D Wright seconded that the minutes of the meeting held on 9 th January 2020 be approved. All in favour.	
20/20	6	Parish Clerk Report	
		To receive the Parish Clerk Report. (For information only). Appendix 1	
21/20	7	Ward Members Reports	
		Report by Cllr Sheahan. Travellers – The travellers have moved to Fenny ward. £250k is available for estate improvements, SS is to suggest Riverview Estate is considered. Temporary Housing Officer is in place at NWLDC. Heritage Trail issues are still with legal. Awaiting an update regarding the Speed Camera on Burton Road. A meeting is taking place in early March re: Atherstone Road junction. HS2 has announced that it will be going ahead. Report by Cllr Woodman Waterside Development is moving the NW corner 3 storey apartments away from Hart Drive. New St – resurfacing of the access at the garages is to take place. The Chair asked if Bosworth Road Corner could be looked at as it is untidy.	

22/20	8	Report from Groups and Working Parties	
	a	HS2 Working Party A meeting had taken place at NWLDC about the Hybrid Bill and petitioning. A working party meeting is to be set up.	Clerk
	b	Mercia Community Liaison Group Work is to start in May and will take 104 weeks to build. A community fund of £350k will open 1 st March.	
	c	Medical Unit PPG Cllr C Wright attended and discussions about funding, parking and ASB took place. Gutters are being cleaned next week.	
	d	Fly Tip Working Party. The Chair attended a meeting to discuss fly tipping, new bins have been placed at North Walk and Horses Lane, meeting again in June. A location is being looked for to place a skip for the sweeper as currently goes to Coalville.	
23/20	9	Financial Matters	
	a	Invoices - to authorise the invoices for the previous month. Resolved: Cllr Banton proposed, and Cllr Morgan seconded payment of invoices. All in Favour.	
	b	Financial summary – for info.	
	c	Bank reconciliation – for info and member sign off. (See Appendix 3) Resolved: Cllr May signed the bank reconciliation and bank statements.	
	d	Fund Transfers – 30.01.20 Current to FX – Top up debit card. 05.02.20 £5000 BMM to Current - Salaries	
24/20	10	Correspondence.	
	1	Loros Matters – Issue 11	
	2	Ashby Canal Trust – Minutes of Meeting held 18 th September 2019	
	3	NWLDC Parish Newsletter February 2020	
25/20	11	Policies	
		Adoption of updated Disciplinary and Grievance Policies as reviewed by Cllrs Banton and Manifold. Resolved: It was proposed and seconded to adopt the updated Disciplinary and Grievance Policy. All in favour.	

26/20	12	Land & Projects	
	a	Cemetery Boardroom Conversion Update No Update.	
	b	Depot Extension Update. To accept quote of £3250 from Emmerson Construction Services for the QS work required as appointed by the architect. Resolved: It was proposed and seconded to accept the quote of £3250. All in favour.	
	c	Allotments Update on untidy plots and agree to give notice of repossession. Resolved: Notice given yesterday by the tenant.	
	d	Execution of land transfer Land adj Greenacres/Bosworth Road – to be signed by the Clerk and two members. Resolved: Cllrs Manifold and D Wright proposed the execution of land transfer and signed. All in favour.	
	e	Consent agreement for the installation of a bench outside Bosworth Road Memorial Garden – to be signed by the Chair and 1 member. Resolved: Cllr Banton and Cllr Leary proposed to sign the consent agreement. All in favour.	
	f	Christmas Lights Contract – to discuss getting quotes for a new contract commencing this year. Resolved: Cllrs Manifold, Banton, May and Wright would set up a working party to look at the Christmas Lights Contract.	
	g	Spring Clean Up Proposal Resolved: It was agreed to leave for the time being.	
27/20	13	Mobile Speed Sign	
		There was a fail on the machine, 444 vehicles recorded. 85 th percentile: 33.6mph Avg Speed 27.7mph Max Speed: 45mph	
		Agree next location of sign. It was agreed to leave until next month due to the machine not working correctly and whilst the fault is investigated.	
28/20	14	Consultations - <u>Please read prior to meeting.</u>	
		Name	Comments
		None received.	

29/20	15	Date of Next Meeting	
		Thursday 12 th March 2020 7pm at the Leisure Centre, High Street, Measham.	
APPENDIX 1			
Parish Clerk Report			
1	Green Gym		
	TCV were successful in getting funding to set up a green gym, they are now looking at a site to go to CM will be attending a meeting on 28 th Feb to discuss.		
2	MLC Grant		
	Jane and I have been working on obtaining a grant from the Rural Community Energy Fund for a feasibility study into looking at solar panels, ground source heating, wind power and electric parking points at the Leisure Centre. The grant was successful, and the funding is around £37100.		
3	Tree Inspections		
	NWLDC have carried out a full tree inspection, the findings which are contained within a report. There is one tree which requires urgent attention I have 2 quotes which I will present for discussion at the next meeting along with further recommendations from the report.		
4	Agenda's by Email		
	The Local Government (Electronic Communications) (England) Order 2015 allows for the electronic sending of agendas to members for meetings. If any members would be happy to receive their agenda by email, please let me know as there is a form to complete.		
5	Neighbourhood Plan Event - Reminder		
	Wednesday 4 March 2020 at NWLDC, Whitwick Road, Coalville, LE67 3FJ at 5pm. This is for ALL parish councillors and clerks in North West Leicestershire. The booking link is now live - https://www.eventbrite.co.uk/e/invitation-to-neighbourhood-plan-event-tickets-92580060453		
6	Flood Warden Training - Reminder		
	26 th March at Coalville, 6-8pm. To reserve a space email emergency.managment@leics.gov.uk or call 01163056101.		
7	Public Communication		
	27.1.20	Tree at Abney Crescent	LCC
	30.1.20	Travellers not being moved on.	LCC

	5.2.20	Explosions in the night.			Unknown
	11.2.20	Lack of Police action dealing with individuals			Police
	12.2.20	Chimney smoke			NWLDC
8	LCC Highways Automated Updates				
	Date	Reference Number	Location	Description	Status
	21/01/2020	780602	Gallows Lane, Measham	Drainage/ Flooding (Highway)	Inspection Required
	21/01/2020	780575	Atherstone Road, Measham	Signs (non Illuminated)	Works Ordered (Automatic email sent)
	15/01/2020	779639	High Street, Measham	Road Markings	Works Ordered (Automatic email sent)
	12/01/2020	779249	High Street, Measham	Pothole – Carriageway	Made Safe / Works Complete (Automatic email sent)
	03/01/2020	778311	Atherstone Road, Measham	Tree/ Hedge	Works Under Consideration
9	Parish Council Action Plan				
Min No	Heading	Action	By	Status	Comments/ Update
154/18	PQT	Chair to ask for dog bin near Ibstock Cottages at next liaison meeting.	CM		
115/19	Police Matters	Attend crime safety event when date confirmed.	DR/TR		Awaiting date
183/19	Disciplinary & Grievance Arrangements	Review the Disciplinary & Grievance Policy.	DR/CM/GB	Done	Copies given to CM/GB to review.
189/19	(c) VE Day 75 th Celebrations	Purchase the bespoke designed bench and apply for NWLDC funding.	DR	Done	Order being processed.

191/19	Consultations	Arrange date in New Year to discuss LCC Equality Strategy Consultation.	DW/CM	Done	Closed
03/20	Police Matters	Request meeting with Paul Collett, Chris Brown and Inspector Richard Jackson.	DR	Done	Update at Feb meeting.
09/20	Financial Matters Item (e)	Request precept demand of £117,116.00 from NWLDC.	DR	Done	Closed

10	ROSPA Actions				
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Site	Item	Finding	Action Required	
Bosworth Road	Climber – Log	Loose fill levels are too low to provide adequate protection	Top up to required depth (usually 300mm)	
	Multiplay	Loose fill levels are too low to provide adequate protection	Rake and fork over and top up to required depth (usually 300mm)	
	Rotator – Bowl	Surface needs repair	Repair	
	Rotator – Overhead	Trip points on the surface	Repair	
	Rotator – Spica	Excessive movement or noisy operation.	Dismantle to investigate, replacing components as necessary according to the manufacturer's instructions	
	Rotator – Spica	Trip points on the surface	Repair	
	Space Net	Surface is compacted or displaced	Rake and fork over and top up to required depth (usually 300mm)	
	Swing – Nest	Surface needs repair	Repair	
	Swing -Surf	Worn ground areas	Make good	
	Adult Fitness – Leg Press & Walker	Dangerous – should be replaced/removed	No control to prevent small children accessing the slalom element starting it in motion and being unable to reach the	

			hand holds, potential serious head injury	
	Gates	Surface is uneven	Make good	
New Street	Multiplay	Surface is uneven	Make good	
	Multiplay - Climber	Surface is uneven	Make good	
	Multiplay - Climber	Trip points on the surface	Repair	
Greenfield Road	Multiplay	The geo-textile is exposed	Secure beneath surface and ensure minimum depths are maintained	

11 Beat the Bounds 2019 Action Plan Update

Measham South

Redbank Corner	Awaiting jet wash.	
Dysons Close	Look at drain alteration.	
Village Sign	Bricks being changed, clean.	

Measham North

New Street Frontage	Bushes need trimming back.	Partially complete
New Street Play Area	Slab or Steps at entrance.	
War Memorial	Shoots on lower parts of trees need removing.	Done
Bosworth Road Rec & Car Park	Replace lost/rotten palings.	
Marys Corner Planters & Noticeboard	Jet wash planters and paving.	
	Clean plaques.	

Schedule of approved payments (Appendix 2)

Vchr	Method	Code	Name	Detail	Amount
296	FX	118	The Safety Supply Company	General Purchases	83.58
297	DD	34	The Fuel Card Company	Fuel	14.30
298	FX	6	Amazon	Stationery	32.83
299	DD	8	Sage UK Ltd	Accounts & Cemetery Software Licence	7.20
300	FX	30	Speedy Auto Spares	General Maintenance	6.99
301	DD	34	The Fuel Card People	Fuel	22.90
302	FX	30	TW Wholesale	General Maintenance	7.14

303	FX	6	Vista Print	Stationery	28.22
304	DD	38	Standard Life	Pension Contributions	211.56
305	FX	93	Amazon	Remembrance Music	1.98
306	DD	34	The Fuel Card People	Fuel	33.30
307	FX	93	Amazon	Remembrance Service	51.13
308	FX	30	Wickes	General Purchases	9.40
309	DD	23	EDF	Boardroom Electricity	8.00
310	DD	12	HSBC	Bank Charges	1.00
311	DD	14	Talk Talk	Telephone & Broadband	44.00
312	DD	14	EE	Mobile Phone	54.77
313	BP	39	BCW	Alarm Maintenance	591.00
314	BP	30	BCW	Light Repair	335.35
315	BP	37	HM Customs & Excise	Tax & NI Contributions	1,064.61
316	DD	13	Information Commissioner	Data Control	35.00
317	BP	10	NWDLC	Election Expenses	226.70
318	BP	30	BCW	Boardroom Repairs	234.00
319	BP	30	MJ Clamp	General Repairs	250.00
320	DD	34	The Fuel Card People	Fuel	41.32
321	BP	36	Salaries	Salaries	4,835.61
322	DD	38	Salaries	Pension Contributions	67.76
323	BP	2	LRALC	Audit Fees	320.00
324	DD	102	Arval	Van Lease	309.89
325	FX	6	Ebay	Stationery	25.69
326	BP	30	Grangewood Fencing	General Maintenance	72.12
327	FX	93	Tesco	Refreshments	6.00
328	FX	93	Land Registry	Land Register Fees	6.00
329	DD	34	The Fuel Card People	Fuel	1.20
330	BP	115	NWLDC	Tree Inspection	1,167.60
				Total	10,208.15

Appendix 3

Bank Reconciliation at 05/02/2020			
	Cash in Hand 01/04/2019		41,461.89
	ADD Receipts 01/04/2019 - 05/02/2020		215,213.25
			256,675.14
	SUBTRACT Payments 01/04/2019 - 05/02/2020		121,765.64
A	Cash in Hand 05/02/2020 (per Cash Book)		134,909.50
	Cash in hand per Bank Statements		
	Cash 31/01/2019	0.00	
	Business Money Master 31/01/2019	133,564.36	
	Current Account 31/01/2019	6,158.02	
	FairFX 31/01/2019	107.16	
			139,829.54
	Less unrepresented payments		10,070.04
			129,759.50
	Plus unrepresented receipts		5,150.00
B	Adjusted Bank Balance		134,909.50
	A = B Checks out OK		