

Measham Parish Council

**Minutes of the Meeting of the Council held on January 9th 2020, 7pm
at The Leisure Centre, High Street, Measham.**

Present

Name	Appointment	Name	Appointment
Colin Manifold	Chair	Tom Rooney	Councillor
Glenys Banton	Councillor	Robert Oakes	Councillor
Emma May	Councillor	Steve Leary	Councillor
Anne Morgan	Councillor	Stephen Plowman	Councillor
Edward Hodgetts	Councillor	Dawn Roach	Clerk
Christine Wright	Councillor	Anthea Booth	Clerks Assistant
David Wright	Councillor	Andrew Woodman	NWLDC Cllr

Min No	Ag. No		Action
01/20	1	Welcome & Apologies	
		Cllr Sheahan, Police – accepted.	
02/20	2	Public Participation	
		None	
3/20	3	Police Matters	
		<p>Report received from PCSO Pat Mcdonald</p> <p>Police report for the past month as below:</p> <p>7/12 – Assault Holly Road.</p> <p>8/12 – ASB youths Measham Medical clinic.</p> <p>9/12 – Car key Burglary Orchard Way.</p> <p>9/12 – Threats (neighbour) Wesley Hillman Court.</p> <p>10/12 – ASB motorbike Wigeon Drive.</p> <p>11/12 – Theft of tools from van Siskin Close.</p> <p>11/12 – Attempt theft from van Greenfield Road.</p> <p>11/12 – Attempt theft from caravan Dysons Close.</p> <p>11/12 – Vehicle seized by officers no driving docs High Street.</p> <p>11/12 – Theft of battery from caravan Atherstone Road.</p> <p>12/12 – Attempt theft from caravan Wordsworth Way.</p> <p>13/12 – Theft from caravan Wordsworth Way.</p> <p>14/12 – ASB youths at Measham Leisure Centre.</p> <p>17/12 – Damage to windscreen of a vehicle Ashby Road.</p> <p>18/12 – Theft from a vehicle Wilkes Avenue.</p> <p>21/12 – Vehicle deliberately set on fire Bosworth Road.</p>	

		<p>23/12 – ASB motorbike Dysons Close. 23/12 – Theft stores Co-op. 23/12 – Damage to vehicle Tellis Place. 28/12 – Burglary from garage Abney Walk. 30/12 – ASB youths on motorbikes High Street. 30/12 – Damage to vehicle Queens Street. 31/12 – Damage to vehicle High Street. 2/1 – Theft from shed Leicester Road. 3/1 – Trailer/kart stolen Greenfield Road. 3/1 – Vehicle seized by officers no driving documents Holly Road. 5/1 – Theft stores Co-op. 5/1 – Theft from van Chapel Street. 6/1 – Theft from van Bosworth Road.</p> <p>North West area crime threats are the theft of tools from works vans and car key burglaries.</p> <p>A meeting had taken place with Sergeant John Sharpe, PBO White and MPC members on the 20th December 2019. It was noted that there should be more presence from the Police and PCSO's over the next couple of months, changes are being made to the response vehicles which will be coming from Coalville instead of Loughborough. A lack of reports is being received by the policeregarding incidents and ASB within the village. A request was made for the issues to be taken to the next Joint Agency Group meeting.</p> <p>It was suggested to request a further meeting with Paul Collett (Safer Community Partnership), Chris Brown and Inspector Richard Jackson to discuss the issues and concerns within the village. Cllrs Manifold, Plowman, D Wright & Banton to attend – date depending.</p>	
4/20	4	Declarations of Interests	
		<p>Disclosable Pecuniary Interest – None received.</p> <p>Non-Disclosable Pecuniary Interest Cllrs D Wright, C Wright, G Banton, S Leary and C Manifold – item 12b Depot extension as they are members of the Leisure Centre Management Committee.</p>	
5/20	5	Confirm Minutes	
		<p>To approve and adopt the minutes of the meeting of the Council held on Thursday 19th December 2019</p> <p>Resolved: Cllr C Wright proposed, and Cllr Morgan seconded that the minutes of the meeting held on 19th December be approved. All in favour.</p>	
6/20	6	Parish Clerk Report	
		To receive the Parish Clerk Report. (For information only). Appendix 1	
7/20	7	Ward Members Reports	

		Report from Cllr Woodman A meeting had taken place with the Parishioner who attended the previous meeting regarding not being consulted on a planning application.	
8/20	8	Report from Groups and Working Parties	
		To receive reports from Groups & Working Parties. Cllr Manifold reported that there had been no Red Bank Liaison meeting and is chasing a date. PPG meeting is taking place next week, car parking issues will be raised. Riverview Open meeting – 2 residents attended. Tower of Light raised a total of £948 after costs. A presentation is to be made to Measham Youth Club. Fly Tipping meeting is to take place on 14 th January 2020. J11 representatives are meeting on Thursday 16 th January this is to put the Constitution in place etc.	
9/20	9	Financial Matters	
	a	Invoices - to authorise the invoices for the previous month. Resolved: Cllr Leary proposed, and Cllr May 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 Morgan signed the bank reconciliation and bank statements.	
	d	Fund Transfers – BMM to Treasurer 03.01.2020 £4500 - Payroll	
	e	Budget 2020/2021 Resolved: It was proposed and seconded to approve the budget and precept demand of £117,116.00 - All in favour. Thanks, were given to the Clerk for all her hard work in preparing the budget.	
10/20	10	Correspondence.	
	1	Impact - RCC Winter 2019	

	2	Clerks & Councils Direct January 2020	
11/20	11	Skate Park Use Request	
		Insurance and qualifications have been received from the Skate School. The course will take place every Sunday 9am-10am for the next 6 weeks weather permitting. Members stated that they were happy to let the event take place now all relevant paperwork had been received.	
12/20	12	Land & Projects	
	a	Cemetery Boardroom Conversion Update	
		No Update.	
	b	Depot Extension Update	
		No Update.	
13/20	13	Consultations - <u>Please read prior to meeting.</u>	
		Name	Comments
		LCC Budget Proposals 2020 - 2024	Cllrs Manifold and D Wright would meet to discuss the consultation.
		NWLDC Budget Consultation 2020/21	Cllrs Manifold and D Wright would meet to discuss the consultation.
14/20	14	Date of Next Meeting	
		Thursday 13 th February 2020 7pm at the Leisure Centre, High Street, Measham.	

APPENDIX 1

Parish Clerk Report

1	Cemetery Lodge Repairs
	Howland Jones are getting quotes for two issues at the lodge, intermittent hot water and the bedroom window won't open.
2	Memorial Inspections
	The memorial inspections have commenced, staff will inspecting section by section.
3	Christmas Closure

	There were no reported issues at the parks or cemetery over the Christmas holiday. There was only 1 day that an increased amount litter was present, this was guessed to be the result of lots of children making use of the skate park and park with their new Christmas presents.				
3	Public Communication				
	11.12.19	No newsletter to each house Parish council only inviting a small number of volunteers to Christmas coffee morning, all volunteers should be invited			Points noted.
4	LCC Highways Automated Updates				
	Date	Reference Number	Location	Description	Status
	31/12/2019	778047	Gallows Lane, Measham	Signs (non Illuminated)	Inspection Required
	20/12/2019	777293	High Street, Measham	Tree/Hedge	Inspection Required
	20/12/2019	777292	High Street, Measham	Tree/Hedge	Inspection Required
	18/12/2019	777013	High Street, Measham	Footway - Trip Hazard	Customer Updated Resolution Programmed
	23/10/2019	769654	Footpath from Bosworth Road to Jewsbury	Tree/Hedge	Not a safety issue, no action to be taken.
5	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
175/19	Green Gym Presentation	Write letter of support for project.	DR	Done	Closed
182/19 (f)	Financial Matters Sec 137 Requests	Write cheques of £150 for Measham Mobility Bus and £200 for West Leicestershire CFR	DR	Done	Cheques for signing at January meeting.

183/19	Disciplinary & Grievance Arrangements	Meet to review the Disciplinary & Grievance Policy.	DR/CM/GB		Copies given to CM/GB to review.
187/19	Planning Consultation	Ask for extension for comments and request an officer attend a meeting to explain the consultation.	DR	Done	Officer attending planning meeting.
188/19	Neighbourhood Plan	Amend budget to remove Neighbourhood Plan.	DR	Done	Closed.
189/19	(c) VE Day 75 th Celebrations	Purchase the bespoke designed bench and apply for NWLDC funding. Apply for £250 funding from NWLDC VE Day Grant.	DR DR	Done Done	Order being processed. Application submitted.
	(d) Bosworth Road S106 Project.	Place project on Contract finder for dog park/walk and toddler park at Bosworth Road.	DR		
190/19	MVAS	Location: Leicester Road Post 12 facing incoming traffic.	AP/AS	Done	Closed.
191/19	Consultations	Arrange date in New Year to discuss LCC Equality Strategy Consultation.	DW/CM		
6	ROSPA Actions				
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	Awaiting new park project for resolution.
	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	

7 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
Queen Street Jitty	Hedge needs trimming & topping.	Done
New Street Play Area	Slab or Steps at entrance.	
War Memorial	Shoots on lower parts of trees need removing.	Partially complete
Cemetery	Drain on cemetery drive blocked.	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
276	FX	93	Morrisons	Refreshments	14.05
277	104417	116	Measham Medical Unit	Parish Champion	100.00
278	104418	116	Measham Medical Unit	Parish Champion	100.00
279	FX	30	Speedy Auto Spares	General Maintenance	6.99
280	DD	34	The Fuel Card People	Fuel	33.49
281	DD	38	Standard Life	Pension Contributions	211.56
282	BP	36	Salaries	Salaries	4,514.71
283	DD	38	Nest	Pension Contributions	63.91
284	DD	34	The Fuel Card People	Fuel	9.60
285	DD	102	Arval	Van Lease	309.89
286	DD	30	Arval	Puncture Repair	9.48
287	DD	12	HSBC	Bank Charges	1.00
288	DD	23	Eon	Boardroom Electricity	8.00
289	DD	14	EE	Mobile Phone	54.77
290	DD	34	The Fuel Card People	Fuel	32.59
291	104420	16	Measham Mobility Bus	Donation	150.00
292	104421	16	West Leicestershire CFR	Donation	200.00
293	BP	27	Leicestershire County Council	Adcocks Yard Lighting Recharge	158.06
294	BP	37	HM Customs & Excise	Tax & NI Contributions	1,217.94
295	BP	28	General Purchases	General Purchases	33.95
				Total	7,229.99

Appendix 3

Measham Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 31/12/2019			
	Cash in Hand 01/04/2019		41,461.69
	ADD		
	Receipts 01/04/2019 - 31/12/2019		210,595.97
			252,057.86
	SUBTRACT		
	Payments 01/04/2019 - 31/12/2019		109,611.60
A	Cash in Hand 31/12/2019 (per Cash Book)		142,446.26
	Cash in hand per Bank Statements		
	Cash 31/12/2019	0.00	
	Business Money Master 31/12/2019	138,064.36	
	Current Account 31/12/2019	4,304.60	
	FairFX 31/12/2019	277.50	
			142,646.26
	Less unrepresented cheques		200.00
			142,446.26
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		142,446.26
	A = B Checks out OK		

Credent by:  Scribe