

**Measham Parish Council**  
**Minutes of the Meeting of the Council**  
**March 10th, 2022, 6pm at Age UK**

**Present**

CLLrs Colin Manifold, Chair, Glenys Banton, Christine Wright, David Wright, Emma May, Stephen Plowman, Tom Rooney, Ann Morgan.

CLlr Sean Sheahan, NWLDC, Cllr Robert Ashman, LCC.

Dawn Roach, Parish Clerk, Anthea Booth, Clerk Assistant

**43/22 Welcome & Apologies**

The Chair welcomed everyone to the meeting.

Cllr Leary – Personal, Cllr Oakes and Police - Accepted.

**44/22 Public Participation**

None

**45/22 Police Matters**

A Police Newsletter –

Welcome to the March edition of our newsletter. We hope you find the content useful and informative.

We have noticed an increase in vehicles having catalytic converters stolen, if you are aware of any issues, hear or see anything regarding stolen catalytic converters then please report these to the police on 101.

**POLICE REPORT**

09/02/2022 – Amersham Way, **Measham** – suspicious males were reported by a member of the public shining torches into vehicles. The police attended and conducted an area search, no males were present on police arrival.

10/02/2022 – Millennium Green, **Measham** – reports of ASB and damage – pallets smashed and trees damaged. Police attended and an Anti-Social Behaviour Report (Sentinel) has been created. Regular patrols are taking place and a request for CCTV at the location has been submitted.

10/02/2022 – Amersham Way, **Measham** – reports of a package stolen – delivered by Amazon but left in a public space close to house.

16/02/2022 – Atherstone Road, **Measham** – Theft of vehicle

18/02/2022 – Swepstone Road, **Measham** – Fallen tree in road – police and highways attended.

19/02/2022 – Greenfield Road, **Measham** – attempted theft of catalytic convertor from vehicle.

19/02/2022 – Jewsbury Avenue, **Measham** – theft of catalytic convertor from vehicle.

19/02/2022 – Greenfield Road, **Measham** – attempted theft of catalytic convertor from vehicle – suspects were disturbed by owner, nothing stolen and no damage to vehicle.

24/02/2022 – Millennium Gardens, **Measham** – theft of community garden bench.

**Due to an increase in catalytic convertors from vehicles please ensure, if you can, you take measures to protect your vehicle i.e., CCTV – extra bolts (speak to a local garage for advice if needed.)**

#### **CURRENT – ANTI SOCIAL BEHAVIOUR REPORTS (sentinel)**

129443 – Bosworth Park, Measham – off-road bikes.

130577 – Millennium Green, Measham – ASB

- Please ensure that you safely lock and secure all your property including vehicles, garden sheds and outbuildings and your home. Ensure you leave a light on at night to deter thieves who prefer working in the dark.

Cllr Banton noted that the Beat Surgery took place at Age UK.

## **46/22      Declarations of Interests**

### **Disclosable Pecuniary Interest**

Cllrs May – Item 18 Salaries – as family member is an employee of the council.

### **Disclosable Non-Pecuniary Interest**

Cllrs Manifold, Banton, Plowman, May & Rooney – Item 14C Queens Jubilee as they are members of the committee.

Cllrs Banton and Rooney – Item 14D Christmas@Measham as they are members of the committee.

## **47/22      Confirm Minutes.**

To approve and adopt the minutes of the meeting of the Council held on Thursday January 27<sup>th</sup>, 2022.

**Resolved:** Cllr D Wright proposed, and Cllr G Banton seconded that the minutes of the meeting held on February 17<sup>th</sup>, 2022, be approved.

## **48/22      Parish Clerk Report**

To receive the Parish Clerk report. (For information only). [Appendix 1](#)

## 49/22 Ward Members Report

### Report from Cllr Sheahan

Queensway house development has been given permission, concerns regarding the yellow lines were raised.

Ashby Canal Association/Trust are looking at submitting bidding for the Governments Levelling Up fund.

Cllr Manifold asked if the issue with a flat on the High Street leaving waste bags on Marys Corner could be investigated. It was noted that this was Measham North and came under Cllr Woodman.

It was also asked if there was any update from the issues raised at the previous site meeting at the BT Exchange. Cllr Sheahan would follow up.

### Report from Cllr Ashman

Cllr Ashman had been liaising with the Clerk regarding the Highway fund and posts have been agreed.

Footpath P86 issues – Cllr Ashman asked if a photo could be sent to him. The Clerk would forward a photo to Cllr Ashman.

There are to be some minor changes to the bus routes if Measham is affected the Council will be contacted.

A HS2 meeting had taken place covering the Kegworth area, awaiting information.

A councillor asked if Cllr Ashman could find out what the future of the Picture Bar was if it is to be demolished etc.

## 50/22 Financial matters

A Invoices - to authorise invoices.

**Resolved:** Cllr Wright proposed, and Cllr Manifold seconded payment of invoices.

B Financial summary – for info.

C Bank reconciliation – for inspection.

D Bank transfers – for info.

18.2.22	Business Master – Current Account	£10,000	Invoices
25.2.22	Business Master – Current Account	£5,000	Salaries
25.2.22	Current Account – FX	£300.00	General Purchases

## 51/22 Cemetery Garage

A quote for the demolition of the garage had been received at a cost of £1800 + VAT with a further £400 + VAT for skip hire.

**Resolved:** It was proposed and seconded to remove the asbestos and repair the garage at a cost of £1720 + VAT, to offer the rental of the garage to the cemetery house tenant at a cost of £25 per calendar month, if not required offer to public for rental at a cost of £30 per calendar month.

## 52/22 Depot

A quote to make internal wall access has been received at a cost of £1750.

The agreed purchase price for the building was £165,000.00 after the deduction of amount already budgeted the funds to purchase would need to be £138,000

**Resolved:** Members agreed contact LRALC on how to proceed with an application to borrow funds to purchase the building. All in favour.

## **53/22 Speed Sign**

**Last Location** - Atherstone Road Post 21 Incoming

85th Percentile Speed = 27.00 mph

Avg Speed = 19.24 mph

Max Speed = 55.00 mph

Total Vehicles = 24,436

**Next Location.**

**Resolved:** It was agreed to put the speed sign at Leicester Road Post 16 incoming

## **54/22 Annual Parish Meeting**

A discussion took place on the format for the Annual Parish Meeting.

**Resolved:** It was agreed to hold the meeting on the 7<sup>th</sup> April at 6pm before the Parish Council meeting with no groups invited this year.

## **55/22 Great British Spring Clean**

**Resolved:** As there are lots of litter pickers out in the village daily it was agreed to advertise that litter pickers are available should anyone wish to borrow them as part of the scheme.

## **56/22 Current project updates**

A Members Highway Fund – to receive any updates.

As discussed, in item 48/22

B Bosworth Road S106 project.

Awaiting quote for the tarmac area.

C The Queens Platinum Jubilee 2022 - to receive copy minutes (if applicable) and update from chair.

Next meeting to take place on Monday 21<sup>st</sup> March at 7pm at MLC.

D Christmas at Measham 2022 - To receive copy minutes (if applicable) and update from committee.

An initial meeting had taken place and four new members had joined the committee. Planning was in the initial stages the next meeting to be held on 4<sup>th</sup> April 7pm at Measham Leisure Centre.

## **57/22 Consultations**

Leicestershire Resources and Waste Strategy 2022-50 closes 25.4.22

Waste Strategy 2021 (leics.gov.uk)

**Resolved:** It was agreed to complete the consultations after the meeting.

## 58/22 Planning Matters (for planning committee members)

A Decisions made by Planning Authority (NWLDC)

Application No	Proposal	Address	Decision
21/01870/FUL	Formation of vehicular access.	7 Woodfield Cottages	Planning Permission
21/01590/FUL	Formation of surfaced track and area of hard surfacing.	Land to the North of Swebstone Road	Planning Permission

B Applications for Discussion [Follow this link to view planning applications](#)

Application No	Proposal	Address	Observations
22/00291/TCA	Felling of Alder tree in corner of store car park to ground level (unprotected tree in a conservation area).	Tesco Express, 30B High Street, Measham	No Objections

## 59/22 Confidential

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."

Cllrs May, Sheahan, and Ashman left the meeting.

## 60/22 Salaries

To approve increase for maintenance staff of 2% as per agreed budget, from 1st April 2022.

**Resolved:** It was proposed and seconded to increase the maintenance staff pay by 2% from the 1st April 2022. All in favour.

To approve increase for the Clerk and Clerk's assistant of 1.75%, backdated to 1st April 2021.

**Resolved:** It was proposed and seconded to increase the Clerks and Clerk's assistants pay by 1.75% backdated to 1st April 2021. All in favour.

## 61/22 Date and location of the next meeting

7<sup>th</sup> April 2022 6.30pm at Age UK.

## Clerk Report (Appendix 1)

Ashby de la Zouch Civic Service, which will take place at 6.00pm on Sunday 1<sup>st</sup> May 2022 at St Helens Church, Ashby de la Zouch can any member attend please?

**Resolved:** Cllrs D Wright and C Wright agreed to attend the Civic Service.

## LRALC Training Available (please advise should you wish to attend)

### Core Training Courses

COURSE	DATE	DELIVERY
Councillor Training	17th March 2022, 10.00am – 1.00pm	JUBILEE HALL
Councillor Training	4th April 2022, 10.00am – 1.00pm	ONLINE
Chairman's Training	5th May 2022, 1.00pm – 4.00pm	ONLINE

### Specialist training courses (all online courses apart from Playground Inspection on 19<sup>th</sup> May 2022)

COURSE	DATE	PROVIDER
Year End Accounts & Audit	17 <sup>th</sup> March 2022, 10.00am – 11.30am	Steve Parkinson, The Parkinson Partnership
Charitable Trusts and Parish/Town Councils (Pt 1)	21 <sup>st</sup> March 2022, 10.00am – 11.30am	Roger Taylor, Wellers Hedleys
Charitable Trusts and Parish/Town Councils (Pt 2)	28 <sup>th</sup> March 2022, 10.00am – 11.30am	Roger Taylor, Wellers Hedleys
Planning Nuts & Bolts	31 <sup>st</sup> March 2022, 1.00pm – 4.00pm	Lance Wiggins, Lion Planning Ltd
Cemetery & Churchyard Management	6 <sup>th</sup> April 2022, 10.00am – 11.30am	Alan Fairchild
Management of Closed Churchyards	26 <sup>th</sup> April 2022, 10.00am – 11.30am	Alan Fairchild
Report Writing for Local Councils	28 <sup>th</sup> April 2022, 10.00am – 12 noon	Jake Atkinson, LRALC
Common Land	3 <sup>rd</sup> May 2022, 10.00am – 11.00am	Roger Taylor, Wellers Hedleys
Playground Inspection	19 <sup>th</sup> May 2022, 9.00am – 1.00pm	Louisa Hill, PSS Ltd
S106/CIL	18 <sup>th</sup> May 2022, 10.00am – 12 noon	Lance Wiggins, Lion Planning
Finance for Councillors	24 <sup>th</sup> May 2022, 10.00am – 11.30am	Steve Parkinson, The Parkinson Partnership

Further details of all courses can be found at <http://www.leicestershireandrutlandalc.gov.uk/list-of-courses.html>.

### Dog Watch Signs

The Dog Watch signs have been printed and are now available to put up when complaints and requests are received.

### Code of Conduct Training

As previously communicated, this is something that all members need to undertake. The dates for training are currently

- 22 March at 11 am - Castle Donington Community Hub – In-person event

- 22 March at 2 pm - Council Chamber – Hybrid event
- 22 March at 6 pm - Council Chamber – Hybrid event
- 21 April at 2 pm – Virtual event only

If you haven't done so already, can you please advise when you can attend, the code will be on the agenda for adoption at the Annual Parish Council meeting in May.

### **Covid Commemoration bench photo**

Can at least two members please attend a photo on Monday 21 March at 11.45am at the cemetery extension for a press photograph?

### **MORILE workshop**

This morning I attend a virtual MORILE (management of risk in law enforcement) workshop hosted by NWLDC to look at priority setting for the next year.

### **Public Communication**

Railings gone on Orchard Way by workmen.	Not put up by MPC
Complaint about Sandhills fence panels.	DWH
Yellow lines on private road	LCC
Greenfield Road – grassed area between footpath and highway needs maintaining	LCC
New bins on trail are perfect	
Vandalism at Millennium Green	
Flies, bluebottles, ceiling debris alleyway High Street	

### **LCC Highways Automated Updates**

<b>Date</b>	<b>Ref: No</b>	<b>Location</b>	<b>Description</b>	<b>Status</b>
28/01/2021	818771	High Street	Snow Warden	Pending
08/02/2022	861682	Horses Lane	Request new/improved lighting	Response Given
08/02/2022	861806	Peggs Close	Footway	Response Given
26/02/2022	864574	Bosworth Road	Pothole - Carriageway	Added to Works Programme AutoEm
26/02/2022	864575	Huntingdon Way	Pothole - Carriageway	Made Safe / Works Complete (Automatic email sent)
26/02/2022	864576	High Street	Pothole - Carriageway	Made Safe / Works Complete (Automatic email sent)

## Action Plan

Minute	Action	By	Status
87/20 Rural Coffee Connect	Investigate suitable times and possibility of locating at Robins Nest	SL	
131/20 Village Sign	Investigate further for repairs	DR	In progress
34/21 Clerk Report	Attend Cemetery to decide area for ashes in the extension.	DR/CM/ DW/SL/GB	Carry out during Beat the Bounds
51/21 Ward Members Report	Arrange meeting with Police to discuss issues at Bosworth Road Park. CM/SS/AW to attend	DR	Waiting for response from Police
102/21 Current Projects	Meet with Liam Manifold to discuss cost of RCD units for the Christmas Light project	TR	In progress
110/21 Police Matters	Speak with Cllr Woodman to arrange a meeting with the new Inspector and 2 councillors.	DR	Requested
119/21 12a Fenton Crescent	Obtain quotes for the internal and external roof repairs, damp proofing, and the re-pointing of the building.	DR/CM	In progress
152/21 Property Owners Agreements	Re-agenda in the new year and draw up new agreements.	DR	In progress
02/22 Parishioners Question Time	Send email regarding Horses Lane/Dennis Way Development to Parishioner.	DR	Complete
03/22 Police Matters	Request update on CCTV	DR	Requested
08/22 Ashby Canal Compulsory Purchase	Transfer £10k funds to Ashby Canal Trust.	DR	Complete
10/22 Property Owners Agreement	Send approved agreement to all property owners.	DR	In progress



## Outstanding ROSPA Actions 2021

Site			Action	Risk
<b>Bosworth Road</b>				
	Swing - Junior 2 Bay 4 Seat	The surface is damaged	Repair	L
	Swing – Toddler 1 Bay 2 Seat.	Additional Comments: The crossbar is twisting when the swings are in use. This could be wear in the crossbar at the fixing points.	Remove fixings and check internal framework.	M
	Leg Press & Walker	Cap missing	Replace.	L
	Agility – Trampoline	Trip points on surface.	Make Level.	L
<b>Bosworth Road – Skate Park</b>	Skate Bowl Mini	The surface is damaged.	Repair	M
	Wheeled Sports – Curved Ramp	Surface is damaged.	Repair.	M
<b>New Street</b>	Multiplay - Climber	There is wear in the bearings.	Dismantle and service bearings replacing any worn parts.	L
	Multiplay – Climber	Surface is uneven	Make good	M
	Multiplay – Climber	Trip points on the surface	Repair	M
	Trim Trail	The foundations should be designed such that they do not present a hazard (tripping, impact).	Eliminate the hazard	M
<b>Dysons Close</b>	General Surface	The surface is cracking	Repair	L
	Multiplay	The surface is damaged	Repair	L
	Rocker – Jet Ski	Shrinkage/Separation of the surface, this may give a trip hazard.	Re-fill and fill gaps and joints, as necessary.	L
	Rocker – Seesaw	Paintwork is in poor condition.	De-scale back to good base material and coat with lead free paint, using	L

			appropriate precautions. Repair may be necessary where corrosion is severe.	
	Swing – Junior 1 bay 2 seat	Shrinkage/separation of the surface. This may give a trip hazard.	Repair	M

## Outstanding Beat the Bounds 2021 Action Plan Update

Area		Action	Notes
Measham North	Cemetery	New Ashes section to the right of fencing facing east. AS/AP to map	
	Cemetery	3 x water butts to be placed next to garage.	No Space, looking at alternative location
Measham South	Fenton Crescent Car Park & Depot	Look in to having wall rebuilt	
	Dysons Close Play Area	Wet pour lifting under swing.	Areas to be barked

## Appendix 2

<b>Bank Reconciliation at 08/03/2022</b>		
Cash in Hand 01/04/2021		141,385.47
ADD		
Receipts 01/04/2021 – 09/02/2022		164,187.79
		305,573.26
<b>SUBTRACT</b>		
Payments 01/04/2021 – 08/03/2022		190,482.66

<b>A Cash in Hand 08/03/2022</b> (as per cash book)		<b>115,090.60</b>
Cash in hand per bank statements		
Cash 31/12/2021	0.00	
Business Money Master 28/02/2022	106,267.03	
Current Account 28/02/2022	13,314.90	
Equals 24/02/2022	242.69	
		<b>119,824.62</b>
Less Unpresented Payments		5,034.02
		114,790.60
Plus unpresented Cheques		300.00
<b>B Adjusted Bank Balance</b>		<b>131,114.81</b>

### Schedule of approved payments (Appendix 3)

**Measham Parish Council**  
**DRAFT PAYMENTS LIST 325 TO 345**

Voucher	Cheque	Code	Name	Description	Amount
325		8 - Software Licence's	Sage UK Ltd	Sage Payroll	8.40
326		97 - Community Event	Ebay	General Purchases	33.99
		<i>Tug of war rope</i>			
327		38 - Pension Contributions	Standard Life	Pension Contributions	212.89
328		34 - Fuel	Fuel Card Services	Fuel	52.78
329		12 - Bank Charges	HSBC	Bank Charges	1.00
330		23 - Electricity	EDF	Boardroom Electricity	14.00
331		36 - Salaries	Salaries	Salaries	4,684.64
		<i>Month 12</i>			
332		38 - Pension Contributions	Nest	Pension Contributions	63.70
		<i>Month 12</i>			
333		28 - General Purchases	Landlife Wildflowers	Wildflower seed	228.50
		<i>Bosworth Rd Rec</i>			
334		34 - Fuel	Fuel Card Services	Fuel	57.18
335		102 - Vehicle Lease/Purchase	Arval	Van Lease	309.89
336		14 - Telephone and	Talk Talk	Telephone and Broadband	43.00
337		14 - Telephone and	EE	Mobile Phone	69.85
338		12 - Bank Charges	HSBC	Bank Charges	8.50
339		28 - General Purchases	Masseys	General Purchases	188.43
340		28 - General Purchases	DG Business Machines	General Purchases	61.20
		<i>Play area signs (ROSPA)</i>			
341		37 - Tax & National Insurance	HMRC	Tax and National Insurance	1,294.20
342		34 - Fuel	Fuel Card Services	Fuel	53.56
343		6 - Stationery	Amazon	Stationery	18.90
344		123 - Depot Rental	Khoda	Depot Rental	3,000.00
345		93 - General Admin Purchases	Age UK	Hall Hire	25.00
<b>TOTAL</b>					<b>10,429.61</b>