

# Measham Parish Council

**Minutes of the Meeting of the Council held on November 14th, 2019 7pm  
at The Leisure Centre, High Street, Measham.**

**Present**

Name	Appointment	Name	Appointment
Colin Manifold	Chair	Steve Leary	Councillor
Glenys Banton	Councillor	Dawn Roach	Clerk
Emma May	Councillor	Anthea Booth	Clerks Assistant
Anne Morgan	Councillor	Andrew Woodman	NWLDC Cllr
Edward Hodgetts	Councillor		

Min No	Ag. No	Action	Action
157/19	1	<b>Welcome &amp; Apologies</b>	
		Cllr D Wright, Cllr C Wright, Cllr T Rooney – weather, Cllr Oakes – Working, Cllr Sheahan – at another event, Police – no -one on duty. Accepted.	
158/19	2	<b>Green Gym Presentation</b>	
	a	<b>To receive information from TCV about a proposed green gym on the Riverview estate.</b> No representatives present, a brief explanation of the proposed Green Gym was given.	
	b	<b>To consider support for a funding application for a green gym project on redundant NWLDC land on the Riverview estate.</b> <b>Resolved:</b> It was agreed in principle to support the application, following consultation with residents and information on how the project is to be managed is received.	
159/19	3	<b>HS2 Ltd</b>	
		No representatives. It was decided to cancel HS2 representatives attending as they would only be able to take questions and not answer due to being in purdah period. It was agreed that representatives attend the meeting in February.	
160/19	4	<b>Public Participation</b>	
		None	
161/19	5	<b>Police Matters</b>	

	<p>Email received via PCSO McDonald Police report for the parish for the last month as follows:</p> <p>15/10/19 – A motor vehicle was damaged at an address on Atherstone Road, this is part of an ongoing dispute. 16/10/19 – Tyres were slashed on a motor vehicle on Holly Road. 16/10/19 – An ASB report of bad driving by the driver of a silver Golf in Measham, this vehicle was recovered from Holly Road by officers on 26/10/19. 16/10/19 – ASB report of firework being let off at Bosworth Road park. 18/10/19 – There was a single vehicle RTC (into lamp post) on the Redbank bends at Atherstone Road. 20/10/19 – There was a non-stop RTC on the Measham Co-op car park. 20/10/19 – An attempt burglary was reported at Chapel Street, the door handle was tried. 20/10/19 – Police officers executed a drugs warrant at a flat on Pintail Court. A male has been recalled to prison. 21/10/19 – A car key burglary occurred at Greenfield Road. 23/10/19 – A robbery was reported at Hart Drive. 25/10/19 – A phone was stolen from a customer at Tesco’s High Street. 26/10/19 – A business burglary occurred at Measham Co-op, a quantity of cigarettes was stolen. 27/10/19 – Police recovered a stolen vehicle from the car park at Fenton Close. 28/10/19 – Criminal damage occurred to a property on Brick Kiln Croft, arrests were made in respect of this. 29/10/19 – There was another single vehicle RTC (into ditch) at Swebstone Road. 30/10/19 – Tools were stolen from an open business premises on Huntingdon Way. 30/10/19 – Items/tools were stolen from a works vehicle on Bosworth Road. 30/10/19 – Police officers recovered two vehicles from Siskin Close and Buzzard Close for no driving documents. 31/10/19 – A shop theft occurred at Tesco’s High Street. 03/11/19 – A motor vehicle was stolen with keys from an address on Wilkes Avenue by a male posing as a buyer. 06/11/19 – There was a theft from a lorry cab at Atherstone Road. 07/11/19 – Work tools were stolen from a vehicle parked in the Library car park. 09/11/19 – A car windscreen was deliberately smashed at Atherstone Road. 12/11/19 – A theft of fuel occurred at the Esso filling station, Ashby Road. 12/11/19 – An assault involving school children was reported at Burton Road. 13/11/19 – Two thefts of tools from works vans occurred from addresses at Leicester Road and Greenfield Road.</p> <p>Current/ongoing crime trends for the beat are domestic/car key burglaries and thefts of tools from work vans.</p>	
--	--	--

		It was noted that the Council was very disappointed with the level of crime in the village and lack of police presence. The Chair is to contact PSCO McDonald to discuss the issues. Cllr Woodman is meeting with the Inspector next week (21/11/19) and would raise the Council's concerns.	<b>CM</b>
<b>162/19</b>	<b>6</b>	<b>Declarations of Interests</b>	
		<p><b>Disclosable Pecuniary Interest – None</b></p> <p><b>Non-Disclosable Pecuniary Interest</b> Cllrs Banton and May – Item 10b Reports from Groups and Working Parties, Christmas@Measham request for further funding as they are both committee members of the group.</p>	
<b>163/19</b>	<b>7</b>	<b>Confirm Minutes</b>	
		<p>To approve and adopt the minutes of the meeting of the Council held on Thursday 10<sup>th</sup> October 2019</p> <p><b>Resolved:</b> Cllr May proposed, and Cllr Banton seconded that the minutes of the meeting held on 10<sup>th</sup> October 2019 be approved. All in favour.</p>	
<b>164/19</b>	<b>8</b>	<b>Parish Clerk Report</b>	
		To receive the Parish Clerk Report. (For information only). Appendix 1	
<b>165/19</b>	<b>9</b>	<b>Ward Members Reports</b>	
		<p><b>Report from Cllr Woodman</b> Funding for the Leisure Centre Gym extension went to Cabinet on Tuesday and was approved.</p> <p>The elections have been set for 12<sup>th</sup> December.</p> <p>Cllr Woodman would be attending the Parish Liaison Meeting on the 27<sup>th</sup> November.</p> <p><b>Report from Cllr Sheahan via email.</b> No further update on Queensway house.</p> <p>An update on the Speed Camera on Burton Road has been requested as the 12-month trial was completed in September.</p> <p>The entrance issues at the Co-op have been completed.</p>	
<b>166/19</b>	<b>10</b>	<b>Report from Groups and Working Parties</b>	
	<b>A</b>	<p><b>To receive reports from Groups &amp; Working Parties.</b> Everything is in order for the Christmas@Measham event, awaiting on some insurances and certificates from stall holders.</p>	

		<p>The Fly tipping working party is meeting next month, there has been 4 tips in the last 48 hours across the village, 6 people have been fined for fly tipping at the recycle bins at the Library.</p> <p><b>Resolved:</b> An article is to be put on the website reminding parishioners that they are equally liable for prosecution if their waste removal is fly tipped.</p> <p>Village Hall – Cllr Leary attended the last meeting all is ok and they are due to carry out some decorating and floor repair works to the building.</p>	<b>Clerk</b>
	<b>b</b>	<p><b>Christmas@Measham – Request for further funding.</b></p> <p>A request has been made by the Christmas@Measham Committee for further funding.</p> <p><b>Resolved:</b> It was proposed and seconded to give a further £300 from the Community Events budget. All in favour.</p> <p>A request has been made for a committee member to be included onto the Parish Council van insurance in order to manage signage.</p> <p><b>Resolved:</b> It was proposed and seconded that Cllr May be included onto the insurance for the event. All in favour.</p>	<b>Clerk</b>
	<b>c</b>	<p><b>J11 Community Liaison Group – request for a representative.</b></p> <p><b>Resolved:</b> It was proposed and seconded that Cllr Manifold would be the representative for the group.</p>	<b>Clerk</b>
<b>167/19</b>	<b>11</b>	<b>Financial Matters</b>	
	<b>a</b>	<p><b>Invoices</b> - to authorise the invoices for the previous month.</p> <p><b>Resolved:</b> Cllr Manifold proposed, and Cllr Banton seconded payment of invoices. All in Favour.</p>	
	<b>b</b>	<b>Financial summary</b> – for info.	
	<b>c</b>	<p><b>Bank reconciliation</b> – for info and member sign off. <b>(See Appendix 3)</b></p> <p><b>Resolved:</b> Cllr Morgan signed the bank reconciliation and bank statements.</p>	
	<b>d</b>	<b>Fund Transfers</b> – £5,500 from Money Master Account to Current Account for Payroll.	
<b>168/19</b>	<b>12</b>	<b>Correspondence.</b>	
	<b>1</b>	Came and Co – Council Matters Autumn 2019	
	<b>2</b>	Clerks & Councils Direct - November 2019	
<b>169/19</b>	<b>13</b>	<b>Land &amp; Projects</b>	

	a	<b>Cemetery Boardroom Conversion Update – None</b>	
	b	<b>Depot Extension Update</b> – The Leisure Centre planning application is in the consultation period, once finalised the project should be ready to go to tender as a joint contract.	
	c	<b>VE Day 75<sup>th</sup> Anniversary May 2020</b> Cllr Leary asked what previous events had been held. He was informed that they would be noted in the minute books if he wished to look. The Clerk is to speak to Vivien Elphick to see if there is a service being held at the Church or if one is to be held at the War Memorial, a second memorial bench is to be purchased and placed at the War Memorial. It was agreed to speak to other groups in the village and try to put a timetable of events together. The Clerk is to apply for funding and budget for additional costs, it was also suggested to ask the bugler player to attend either a service in the Church or War memorial.	<b>Clerk</b>
	d	<b>S106 Play Space Funding – Bosworth Road Recreation Ground £35,464.41 – to agree project and ideas.</b>  A post is to be put on Social Media asking what parishioners would like either a toddler play area, 8+ play equipment, green space for dogs with walkways, planting etc or an outdoor sports facility.  Cllrs Manifold, Banton and May would form a steering group for the project.	<b>Clerk</b>  <b>CM GB EM</b>
	e	<b>Skate Jam 2020</b> A request has been made to hold the skate jam over 2 days and to include camping and fair etc at the Rec. <b>Resolved:</b> After much discussion it was agreed that the event should continue as a 1-day event due to a 2-day event being unmanageable, cost, security issues, licensing issues, visitor safety, accessibility and the effect on residents.  It was decided that the same working party of Cllrs Manifold, Wright, Rooney, Banton and Leary continue for the 2019 event.	<b>Clerk</b>
	f	<b>Village Sign – to approve quote of £650 to repaint and varnish the sign in Summer 2020.</b> <b>Resolved:</b> It was proposed and seconded to accept the quote to repaint and varnish the sign. It was also suggested to look at having the weathervane on the sign repaired.	<b>Clerk</b>
	g	<b>Untidy Allotments</b> Following Beat the Bounds Inspection and other allotment holder complaints, 3 plots were noted to be in a state and uncultivated. <b>Resolved:</b> It was agreed that Plots GA & GB be given 2 weeks' notice to clear and vacate the allotments and Plot H be sent a warning letter to tidy or give up the allotment. All in favour.	<b>Clerk</b>

	h	Urban Wildlife verges – to consider a wildlife project. <b>Resolved:</b> It was proposed and seconded to not carry out a wildlife verge project in the village.	
<b>170/19</b>	<b>14</b>	<b>MVAS</b>	
		<b>Statistics from last location:</b> Sign is out on loan.	
<b>171/19</b>	<b>15</b>	<b>Consultations - <u>Please read prior to meeting.</u></b>	
		<b>Name</b>	<b>Comments</b>
		<b>A vision for Local Government in Leicestershire, Strategic Business Case LCC (unitary proposal)</b>	Noted - Cllrs would not be spending any more time looking at the proposal.
<b>172/19</b>	<b>16</b>	<b>Date of Next Meeting</b>	
		Thursday 19th December 2019 7pm at the Leisure Centre, High Street, Measham.	
<b>APPENDIX 1</b>			
<b>Parish Clerk Report</b>			
<b>1</b>	<b>Christmas Coffee Morning</b>		
	20 <sup>th</sup> December 11.45am – 1pm. Awards for the Parish Champions will be given at this time, please try and come along.		
<b>2</b>	<b>FOI Request</b>		
	Request received for all information on record in relation to the Nursery Fields Development on Atherstone Road, Measham. This request for information relates specifically to (but is not limited to) correspondence between Measham Parish Council and David Wilson Homes Limited in relation to the Nursery Fields Development. This was completed 30 <sup>th</sup> October and took approx. 16hrs to complete.		
<b>3</b>	<b>Cemetery Lodge</b>		
	There are some damp marks on the utility wall, the agent has arranged for an inspection under the bath in the adjoining room at a cost of £60 and we will wait on the outcome of this inspection.		

<b>4</b>	<b>LRALC Training Opportunities</b>				
	<a href="https://www.leicestershireandrutlandalc.gov.uk/events.html?month=01&amp;year=2020&amp;submit=Go">https://www.leicestershireandrutlandalc.gov.uk/events.html?month=01&amp;year=2020&amp;submit=Go</a>				
<b>5</b>	<b>School Cross Country Event</b>				
	Measham CofE school will again be holding their cross-county event on 16 <sup>th</sup> November. They have parking plans in place for the day. Update – this has been cancelled due to the weather.				
<b>7</b>	<b>Budget 2020/21</b>				
	I have started working on the next financial year budget which will need to be finalised by the January parish meeting. If any working parties wish to submit budget proposals it would be helpful to know asap.				
<b>8</b>	<b>Annual Leave</b>				
	I am on annual leave from 19 <sup>th</sup> – 26 <sup>th</sup> November Anthea will be covering the office 9.00 – 11.30 each morning.				
<b>9</b>	<b>Public Communication</b>				
	16.10.19	Rec gate clanging			Repaired
	24.10.19	Abusive parent parking Bos Road			
	24.10.19	Abusive resident parking Bos Road			
	24.10.19	Increased traffic with car boot			
	29.10.19	Overgrown hedge at the croft			LCC
	12.11.19	Pickering's estate not being maintained.			Listed all maintenance carried out.
<b>10</b>	<b>LCC Highways Automated Updates</b>				
	<b>Date</b>	<b>Reference Number</b>	<b>Location</b>	<b>Description</b>	<b>Status</b>
	28/10/2019	770229	Atherstone Road	Footway	Works Under Consideration
	23/10/2019	769654	Footpath from Bosworth Road to Jewsbury	Tree/ Hedge	Works Under Consideration
	16/10/2019	768813	Roundabout at The Junction of	Signing & Lining	Passed to Officer for Response

			M42 Slip R, Appleby Magna		
	16/10/2019	768808	Gallows Lane, Measham	Fly tipping (District Council)	Passed to 3rd Party
	10/10/2019	768029	Atherstone Road,	Junction Assessment Request	Passed to Officer for Response
	01/10/2019	766706	Peggs Close	Parking Problems	Response Given
	01/08/2019	759134	High Street Measham	Tree/ Hedge	Passed to Officer for Response
<b>11</b>	<b>Parish Council Action Plan</b>				
<b>Min No</b>	<b>Heading</b>	<b>Action</b>	<b>By</b>	<b>Status</b>	<b>Comments/ Update</b>
154/18	PQT	Chair to ask for dog bin near Ibstock Cottages at next liaison meeting.	CM		
79/19 D	Land & Project Updates – Tree Inspections	Clerk to make decision on appointment of tree inspector.	DR	Done	Risk assessment complete and forwarded to NWLDC.
115/19	Police Matters	Attend crime safety event when date confirmed.	DR/TR		Awaiting date
136/19	(D) Fenton Crescent Car Park  (f) Tree at War memorial Bosworth Road.	Look at during beat the bounds.  Tree at War Memorial to be inspected in due course by NWLDC.	Members  DR	Done	Actions included in the BTB plan.  Awaiting NWLDC Inspection.
145/19	PCR	Beat the bounds 18/10/19 10.00am at the Leisure Centre.	All members and staff.	Done	Matter closed.



152/19	Parish Champions	Invite Linda Plummer and Janet Joyce.	DR	Done	Informed and invited.
153/19	Land Projects Cemetery Boardroom Conversion.  VE Day 75 <sup>th</sup> Anniversary	Vire £3k from elections to boardroom conversion.  Proceed with planning process.  Re-agenda for ideas to be discussed at the next meeting.	DR  DR  DR/All	Done  Done	Closed  Stephen Clarke appointed.

<b>12</b>	<b>ROSPA Actions</b>				
-----------	----------------------	--	--	--	--

Site	Item	Finding	Action Required	
<b>Bosworth Road</b>	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	
<b>New Street</b>	Multiplay	Surface is uneven	Make good	
	Multiplay - Climber	Surface is uneven	Make good	
	Multiplay - Climber	Trip points on the surface	Repair	
<b>Dysons Close</b>	Multiplay – Senior	Loose fill levels are too low to provide adequate protection	Rake and fork over and top up to required depth (usually 300mm)	
<b>Greenfield Road</b>	Multiplay	The geo-textile is exposed	Secure beneath surface and ensure minimum depths are maintained	

### 13 Beat the Bounds 2019 Action Plan Update

#### Measham South

Abney Corner	No Issues.	<b>Closed</b>
Sandhills Play Equipment	No Issues.	<b>Closed</b>
Fenton Crescent Car Park	No Fly Tipping sign.	<b>Done</b>
	Get rid of chair.	<b>Done</b>

	Sweep under stairs.	<b>Done</b>
	Rude graffiti on post.	<b>Done</b>
Wigeon Drive Play Area	Remove green chain link out of bush.	
Wigeon Drive Open Space	No Issues.	<b>Closed</b>
Redbank Corner	Awaiting jet wash.	
Dysons Close Play Area	Clean gates.	<b>Done</b>
	Look at further advice on Dysons Close edging and repair .	<b>Materials ordered for fix.</b>
	Check to see if land behind Dysons can be used as allotments.	<b>Land possibly being used by NWLDC.</b>
	Look at drain alteration.	
Burton Road Bus Stop	Clean Windows.	
Village Sign	Bricks being changed, clean.	
<b>Measham North</b>		
Lime Avenue	No Issues.	<b>Closed</b>
New Street Frontage	Bushes need trimming back.	<b>Partially complete</b>
Orchard Way Pond	Trees close to road need trimming.	<b>Done</b>
Queen Street Jitty	Hedge needs trimming & topping.	
New Street Play Area	Slab or Steps at entrance.	
Greenfield Play Area	Hole in hedge with barbed wire exposed adj to St Charles School.	<b>Done</b>
Pickerings Open Space	No issues.	<b>Closed</b>
War Memorial Garden	Jet wash paving.	<b>Done</b>
	Silent Soldier and Poppies need cleaning.	<b>Done</b>
	Shoots on lower parts of trees need removing.	

Cemetery	Broken branch on tree by front wall needs removing.	<b>Done</b>
	Drain on cemetery drive blocked.	
<b>Allotment Gardens</b>	Several untidy allotments.	
<b>Boardroom</b>	Ivy around building needs removing.	<b>Done</b>
<b>Bosworth Road Rec &amp; Car Park</b>	Replace lost/rotten palings.	
	Straighten dropped kerbstones.	
	Graffiti on fence panel near skate park.	
<b>Marys Corner Planters &amp; Noticeboard</b>	Jet wash planters and paving.	
	Clean plaques.	
<b>Miscellaneous (other issues)</b>	Parcel collection box outside Cemetery needs removing or renovating.	<b>Royal Mail contacted 22.10.19</b>
	Allotment hedge inside adjacent to Cemetery needs cutting.	<b>Allotment holders</b>
	Who maintains footpath between Bosworth Road and Greenfields as overhanging bushes?	<b>Reported to LCC</b>

#### Schedule of approved payments (Appendix 2)

Vchr	Method	Code	Name	Detail	Amount
156	DD		Sage	Sage Payroll	7.20
191	BP	117	ROCH	Lamp Post Testing	360.00
192	FX	28	Ebay	General Purchases	26.08
193	FX	93	Ebay	Flag	2.55
194	FX	93	Ebay	General Purchases	5.78
195	FX	6	Ebay	Stationery	6.98
196	DD	34	The Fuel Card People	Fuel	1.20
197	FX	6	Ebay	Ink Supplies	9.79

198	DD	12	HSBC	Bank Charges	1.00
199	BP	20	Came & Company	Local Council Policy	1,548.56
200	FX	28	Tesco	General Purchases	10.53
201	FX	93	Ebay	General Purchases	2.55
202	DD	38	Standard Life	Pension Contributions	211.56
203	FX	28	Ebay	General Purchases	34.09
204	DD	34	The Fuel Card People	Fuel	31.60
205	Q	97	Jodie	Remembrance Service	25.00
206	FX	69	NWLDC	Christmas Event	21.00
207	FX	6	Ebay	Stationery	34.62
208	FX	29	Ebay	Work Wear	27.80
209	FX	6	Ebay	Stationery	12.55
210	DD	34	The Fuel Card People	Fuel	33.35
211	FX	30	Elmbridge	Tyre Repair	15.50
212	DD	11	CPRE	Subscription	36.00
213	DD	14	Talk Talk	Telephone & Broadband	42.00
214	DD	14	EE	Mobile Phone	54.77
215	DD	23	EDF	Electricity Cemetery	8.00
216	FX	30	Toolstation	General Purchases	29.05
217	FX	30	Speedy Auto Spares	Cable Ties	7.50
218	FX	30	Wickes	General Purchases	11.40
219	DD	102	Arval	Van Lease	309.89
220	DD	34	The Fuel Card People	Fuel	41.38
221	BP	36	Salaries	Salaries	4,687.00
222	DD	38	Nest	Pension Contributions	65.66
223	DD	34	The Fuel Card People	Fuel	1.20
224	BP	69	Phoenix	Christmas Event	300.00
225	BP	31	Kilworth Machinery Ltd	Tractor Repairs	2,317.10
226	BP	11	Clerks & Councils Direct	Subscription	132.00
227	BP	30	Jodie Grouse	Jet Washing	260.00
228	BP	28	Rosebank Nurseries	Planter Flowers	108.78
229	BP	93	Crane & Walton	Legal Fees	180.00
230	BP	28	NWLDC	Bulbs	74.32
231	BP	28	DG Business Machines	Skate Park Sign	60.00
232	BP	9	LRALC	Councillor Training	120.00
233	BP	37	HM Customs & Excise	Tax and National Insurance	1,103.44
234	BP	28	Masseys	General Purchases	62.35
235	FX	93	Morrisons	Refreshments	1.50
				<b>Total</b>	<b>12,435.43</b>

### 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)*

	<b>Bank Reconciliation at 31/10/2019</b>		
	Cash in Hand 01/04/2019		41,461.89
	<b>ADD</b>		
	Receipts 01/04/2019 - 31/10/2019		207,902.34
	<b>SUBTRACT</b>		249,364.23
	Payments 01/04/2019 - 31/10/2019		87,251.90
<b>A</b>	<b>Cash in Hand 31/10/2019</b> (per Cash Book)		<b>162,112.33</b>
	Cash in hand per Bank Statements		
	Cash 30/09/2019	0.00	
	Business Money Master 31/10/2019	161,495.71	
	Current Account 31/10/2019	1,435.19	
	FairFX 31/10/2019	789.99	
			<b>163,720.89</b>
	Less unrepresented cheques As attached		1,608.56
			162,112.33
	Plus unrepresented receipts As attached		0.00
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>162,112.33</b>
	<b>A = B Checks out OK</b>		