

Grimston, Saxelbye & Shoby Parish Council

Minutes of the GRIMSTON, SAXELBYE & SHOBY ANNUAL PARISH COUNCIL MEETING Held Tuesday 4th May 2021 after Annual Parish Meeting via Zoom

Present: Outgoing Chair - Cllr Etta Madocks Wright, Incoming Chair – Cllr Tony Lomas, Cllr Rupert Marsh, Cllr Richard Easom, Cllr Fleur Read, Clerk Janice Kemp, Cllr Joe Orson Leader of Melton Borough Council (MBC) for part of the meeting and 6 members of the public.

1. Cllr Madocks Wright **welcomed** everyone to the meeting and briefed the protocols for the on-line meeting, including the information that the meeting would be recorded.
2. The **Election of a Chairman and a Vice Chairman** took place. The Council unanimously agreed to appoint Cllr Lomas as the incoming Chair, and he signed the Declaration of Acceptance, and Cllr Marsh as the incoming vice Chair.
3. Cllr Lomas **welcomed** everyone and handed the chairing of this meeting to Cllr Marsh (as it was a zoom meeting and Cllr Lomas was on the telephone). Cllr Easom and Cllr Lomas thanked Cllr Madocks Wright for brilliantly chairing the Parish Council for the last 2 years.
4. An **apology for absence** was received from District Cllr Ronan Browne.
5. A **declaration of interest** was received from Cllr Madocks Wright on the application for tree work at Grimston Church as Cllr Madocks Wright is a member of the PCC.
6. The Councillors unanimously **approved the minutes** of the meeting of 29th March 2021 and these were signed by Cllr Lomas.
7. **Update from Cllr Orson** included that zoom Parish Council meetings after May 7th are not permitted and hence, he was attending other meetings this evening as well as this, as Parish Councils cram in their meetings before May 7th. LCC and PCC elections are taking place May 6th. Covid-19 cases in Melton are low reflecting the ability to have social distancing and supported by the vaccine programme. He also reminded people that grants and funding are available for businesses in need from the pandemic and encouraged all who are legible to apply,
8. A member of the **public** from the Black Horse Community Group (BHCG) updated the meeting. On 6th April Parish Councillors and members of the BHCG separately visited the Black Horse to view proposed plans to split the upstairs accommodation areas into two small flats. Plans of having 2 houses in the garden were mentioned. Correspondence between the Black Horse and the Community group is ongoing, with an increased offer given on 10th April. The Black Horse is up for sale as an entirety for £550K.
The co-owner of the Black Horse explained that the potential houses in the garden were not being progressed as they are not financially viable and were only discussed as an idea. A change of use for the upstairs into rental / Airbnb is still under discussion. On this proposal the pub footprint would remain as is. They have taken on board suggestions from Cllr Read's visit to increase the size of the second bedroom. They are not able to accept the offer the BHCG have made. They are still looking at all options.
9. **Matters arising from the Minutes of 29th March 2021**
 - a. **Clerk's Report:** the blocked water drain by the bus stop near the Black Horse is on the LCC list of works – no update; 4 sets of litter picking equipment has been requested and are still outstanding, the Clerk does have keep Britain tidy rubbish bags available for any member of the public to have; the summary on Cyber and Fraud awareness training has been circulated to the councillors; contact with the police has confirmed that Andrew French is our PCSO – it was agreed to move discussions on what contact the Parish Council wishes on this, to the next meeting; the Risk Assessment is on the website and action points will be brought to future meetings; the Parish carbon footprint is outstanding; the Clerk has not heard from Margaret Callow on the timescales for the defibrillator being disconnected and will establish this and possible locations of the defibrillator in Saxelbye.
Grants have been applied for the defibrillator relocation and play bark from Everards Community Excellence Fund. Cllr Madocks Wright has passed on Biffa funding details to the Clerk and is awaiting further potential funding routes from Cllr Browne.
 - b. Cllr Marsh and Cllr Read visited the **Black Horse** on 6th April. Cllr Marsh stated that the proposed design was workable and there is room to do what was proposed. He is pleased to hear the pub is on the open market. Cllr Read echo'ed the concerns on the size of the second bedroom and the priority should be the pub landlord / managers accommodation. The Parish council have been copied into correspondence between BHCG and the pub.
 - c. **Openreach's long term fix for phone and internet cabling** - The Clerk is awaiting a further update and will chase.

- d. The **Village Green land registration** – this is with the Land Registry- no update.
- e. Highway enquiries around **long lorries on Ostler Lane** REFHMS 806373 – the contact at LCC supplied by Cllr Orson was contacted and has said they will place ‘unsuitable for long lorries’ at the junction of Ostler Lane and Main Street near Glebe Farm – this is not the ideal location for the signage and the Clerk is actioned to response accordingly. A member of the public talked of an easier fix if the owners of the businesses where the lorries are going to are approached and to have designated routes. The Councillors unanimously agreed for the Clerk to contact the 2 businesses concerned and update the councillors.
- f. **Grimston Play Area** Inspection due May 2021. The play bark is not to the depth required (200-300mm) and a further quote around £2000 has been received. This is too high and the clerk is to establish why and other options. Cllr Easom raised the previous play bark was not this cost and was effective – clerk to find these details. Cllr Read confirmed she would rake the current bark.

10. Matters arising - the council unanimously agreed to hold the next meeting in the main room in Grimston village hall with the associated controls in place. Clerk to establish the village hall risk assessment, QR codes and other controls needed. The Clerk attended the LRALC training of returning to work in a covid-19 safe manner and of note is that the Parish Council meetings are classified as work. The public have the right to attend Parish Council meetings and options to make this happen safely are needed.

11. Planning & Road Matters

- a. Advice of **Road closure** in Grimston 11th May 2021 for 3 days has been posted on the website and on Community WhatsApp group.
- b. New application for work on one **Sycamore - Crown lift and reduce by 1/3** at Grimston church ref 21/00429/TPO, Cllr Madocks Wright was removed to the waiting room for the duration of this discussion. The 4 remaining councillors unanimously agreed to support the application. Clerk to load onto MBC portal.
- c. The **Saxelbye Church** tree work 21/00297/TCA has been completed.
- d. Planning Application: 21/00331/GDOCOU - Agricultural Building East Of Brook Farm Church Lane Saxelbye (previously under 18/00629/GDOCOU | **Conversion of existing barn to a dwelling**, from May 2018). Three Councillors visited 15th April 2021 and unanimously agreed to support this application, they had supported the previous application. Clerk to load onto MBC portal.
- e. A Pre planning application has been received from Cellnet: Cellnex owns, hosts and operates shared radio telecommunications infrastructure. It owns and operates the UK’s TV and radio broadcasting transmitter network and it hosts a large number of other radio communications services on its sites. There is a proposed upgrade to the existing telecommunications apparatus on **Old Dalby Sub Station**, Six Hills Lane. The Councillors were neutral in their opinions. Clerk to feedback to Cellnet.
- f. **Street lighting** : E.on electrician has been to have a look at the light outside 53 Main Street, Grimston and it would be possible to replace the old 35 watt sox lantern with a new 19 watt LED lantern and would need to cut the existing bracket back to enable the new LED lantern to be fitted. He has spoken to the residents and obtained their phone number so that they can be contacted in advance. The cost is £400 + VAT. The Councillors unanimously approved to progress this payment and work. Clerk to action.
The E.on electrician also reported that street light 11 Shoby Lane also needs to be considered for replacement as the old 35 watt sox lantern is in a poor condition. The cost would be £350 + VAT. This cost was not approved and will be discussed at a later date.
The defective light outside 31 Main Street, Grimston has been repaired.

12. Correspondence

- The Parish Council was cc’d on Letters between **The Black Horse** community group and the owners of The Black Horse.
- **Trading Standards** press releases received on Rogue traders and census fraud.
- The Parish council has received 4 emails from members of the public concerning a **proposed caravan and camping site** at Woodland View, Saxelbye Road / Ostler Lane. This topic was also discussed at the Annual Parish Meeting that preceded this meeting, where a member of the public asked the Parish Council to support them in objecting to the proposed site. Cllr Orson was present in this discussion. He confirmed it does not need planning permission and understands the concerns raised and the impact on traffic. He made the point that national and local policy is geared to supporting tourism. After further discussions the actions agreed for the Clerk to action are: Contact MBC planning to

confirm the planning status of the proposal and the status of the 2 glamping pods not yet erected (copy Cllr Browne); to send a holding letter to the Camping and Caravanning Club as further information is gathered; to speak to the proposed site owners; to send a further letter to the C & C club with the councillors agreement.

- Cllr Read reported a broken wooden bridge on a footpath at location <https://w3w.co/pheasants.prompts.rollers>. Clerk has reported this to Shouler's office on 30.04.2021.

13. Finance including year-end accounts and AGAR – Annual Governance & Accountability Return

- Certificate of exemption confirmation page 3 was signed by Cllr Lomas, having been previously signed by Clerk Kemp, and confirmed the Parish Council has a gross income and gross expenditure of less than £25K p.a
- The internal audit of AGAR page 4, carried out by Mr K Williams, was accepted by the Councillors. It was a methodical and meticulous audit and very helpful for the Clerk.
- The Annual Governance Statement page 5 was unanimously agreed by the Councillors and signed by Cllr Lomas having been previously signed by Clerk Kemp.
- The Accounts from 1st April 2020 to 31st March 2021 page 6, were unanimously approved by the Councillors and signed by Cllr Lomas, having been previously signed by Clerk Kemp. In addition, the spreadsheet with the receipts and payments summary was signed by Cllr Lomas, having been previously signed by Clerk Kemp. The 'Note' box on the spreadsheet clearly shows the discrepancy reported as narrative in last year's AGAR.
- The Councillors unanimously confirmed to send the AGAR and accounts to Auditor. The deadline is 2nd July.
- The dates for the period for the exercise of the public to view the accounts were unanimously agreed as Tuesday 22nd June to Monday 2nd August 2021 (30 working days as required & to include the first 10 days of July).
- Finance report since last meeting:** All payments made with no cheques paid in April 2021.

Accounts stand at:	06 th March	06 th April	30 th April	Changes
Reserve account	£3,001.03	£3,001.03	£3,001.03	No change
Current account	£3,967.88	£3,169.55	£7,369.55	IN £4,200 OUT £798.33

- Approval of Payments** totalling £620.19, receipt of £4,200 for precept

Name	Description	Payment £
LRALC	LRALC and NALC membership fees	166.35
DCK Accounting Solutions	Year End payroll processing fee	30.00
E.on	Street lighting March	59.37
BHIB	Annual Insurance	339.47
LRALC	Training – covid-19 returning to work safely	25.00

i. Costs approved for future payment

Name	Description	Approved Payment £
E.on	Street lighting repair	400 + vat
G M Services Ltd	Swing repairs and fitting	325.80+vat

- In was unanimously agreed to put in a scheme of delegation for the Clerk to pay routine costs and those costs approved (as above in i), this would result in no overdue payments as the gap between meetings is more than 1 month. Routine costs agreed to be paid by the Clerk are: E.on and mowing, a direct debit has already been requested with E.on for street lighting. This scheme of delegation will be reviewed at the next meeting.
- A HSBC safeguarding review was carried out by the Clerk and reference to the late Mr J Davies removed.

Clerk: Mrs Janice Kemp
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14. Any Other Business and agenda points for next meeting

Next Meeting agenda to cover risk assessment action points, code of conduct

Date and Venue of the next Meeting 21st June at Grimston Village Hall

Parish Council meetings in 2021: 26th July, 6th September, 11th October, 15th November, 20th December.

Parish Council meetings in 2022: 24th January. Annual Parish Meeting 9th May 2022.

These will be held either in the Parishes' Village Halls or by online arrangements. The meeting closed at 22.03

Chair to sign the minutes as approved	
Print name	
Date	