

## **Minutes of Sheepy Parish Council Meeting Sheepy Memorial Hall –Tuesday 5<sup>th</sup> February 2019**

**Attended by:** Ian Papworth - Chair, Clive Stretton, Rob Ward, Jane Nichols, Brian May, Andrea Johnson, Amelia Bridgwater, Jessica Gurley-Ward Angela Forsyth – Minute Clerk, 4 Parishioners, Ivan Ould & Kevin Morrell

**153/18 To receive apologies and approval of absences** – Mick Toogood and David Clarke

**154/18 Declarations of interest and request for dispensations** – Councillors who had attended the Parish Community Conference at Twycross Zoo in October declared the free entry tickets gifted by the zoo to attendees

**155/18 Chairman’s Address** - The Chairman outlined the desire and requirement for the Council to identify a list of projects the Council can prioritise across the parish. Ideas from villagers and Councillors should be listed for possible future plans. Councillors should identify areas/issues they would like to champion or take the lead on possibly persuaded by their skill set or interests, e.g: litter, crime, heritage etc. The council reminded Councillors to utilise the outcome of the NP consultation where every parishioner had the opportunity to identify projects important to their community, as this would form the basis of the proposed projects. **Action** all Councillors to identify ideas to bring to next meeting

**156/18 Parishioners Open Forum** – A member of the public advised there has been many attempts to create a safe footpath along Twycross Road from the north of Sheepy Magna to the cemetery; currently parishioners visiting the cemetery have walk along a busy B road without a pavement. The Council advised that LCC Highways were not supportive of the idea of installing a footpath and advised the path would be an expensive project to construct. There could be alternative ways of transporting people to the cemetery, such as the Good Neighbour’s Scheme.

A member of the Sheepy History Society fed back to the council the Heritage Meeting held by HBBC on January 16<sup>th</sup>. Her notes had previously been circulated to Councillors for information. Hinckley Museum has pledged exhibition space to community groups such as the history society. There is planned a rural heritage trail and an open festival in partnership with the Heritage Lottery Fund. It was noted here the PC filing cabinet had been moved from the store room to the History Room, and that the Clerk should look at the contents therein. **Action** – Clerk to review and catalogue the contents of the filing cabinets.

The Chairman welcomed Jonathan Collett to the meeting and advised the Council he had offered to fill the casual Parish Councillor vacancy in the Sibson Ward. This motion was **Proposed** by the council and **Unanimously** approved. **Action** Clerk to forward the appropriate forms to be completed for his participation in the March meeting.

**157/18 To approve the minutes of the meeting held on 4th Dec 2018 and the extraordinary meeting held on 23<sup>rd</sup> January 2019** - The minutes were approved as a true and correct record.

**158/18 Clerk’s report**

Signed:

Date:

- a) Councillor Vacancies – There are now no casual vacancies. **Action** Clerk to update website with councillor details.
- b) Councillor emails – All councillors confirmed the new email addresses are working-**Resolved**.
- c) Streetlight at Cross hands – The Works scheduled could not take place as the electricity connection has been capped, this is probably to make way for scaffolding that is required to enable repairs to the affected building. **Action** Clerk to try and find out who has capped of the supply so the installation can continue
- d) Fitness Equipment Playing fields – Meetings had taken place to discuss the proposal and preferred supplier, The borough Councillor was fully behind the project and will support the PCIF application via email. **Action** Clerk to complete and submit PCIF application.
- e) Website – Cheque for website provider was being withheld until contract is in place. **Action** – Clerk to arrange for a contract to be put in place between supplier and Parish Council and to be reviewed by the Parish Council prior to signature.

#### **159/18 Reports:**

- a) **County Councillor report** this had been circulated

The Chairman offered congratulations to Cllr Ould on his inclusion to Her Majesty's New Year's Honours List on behalf of the Council.

The Councillor reported resolution on two local issues in neighbouring villages.

- b) **Borough Councillor Report** – This has been circulated

2 Blue plaques have been erected at Twycross Zoo to recognise the conservation work of Mollie Badham MBE and Nathalie Evans.

The next Parish Community Forum meeting will be held in Sheepy Church on 21<sup>st</sup> March.

- c) **Police & Crime figures** – A list of crime incidents within the Parish across 6 months. In summary 6 crimes have been reported in 2019 to date **Action** – The council raised the issue that the supplied information may not be the same as the information the Clerk downloads from the Police database, the Clerk should identify the best way of obtaining all reported crime information available.

**Neighbourhood Watch** – The Neighbourhood watch is keen to work closely with the Parish Council to see what initiatives we can implement together. **Action** Clerk to invite a member of the NHW to attend PC meetings and to discuss the remit and extent of the group

#### **160/18 Neighbourhood plan**

##### **Progress against Plan**

##### **Independent Examination**

Examination has been completed.

Examiner's conclusion was to accept the plan for referendum subject to minor changes and recommendations being incorporated.

These recommendations were accepted by HBBC and the Parish Council and thus the Neighbourhood Plan was progressed to the Referendum stage.

Signed:

Date:

Referendum now scheduled for Thursday 14<sup>th</sup> March

Note: a timetable of events up to the Referendum date and a guide for parish councillors, ward councillors, councillors had been circulated, detailing what can and cannot be said and/or done during this period

#### **Referendum and thus project completion.**

Referendum Thursday 14<sup>th</sup> March 2019.

Polling open 7am-10pm.

Polling stations are Sheepy church or Sibson village hall Count completed the same night at Sibson Village Hall

See both the HBBC website (<https://www.hinckley-bosworth.gov.uk/sheepyplan> ) and the Sheepy Neighbourhood plan web site( <https://sheeyparishneighbourhoodplan.com/> ) for all information

#### **Neighbourhood Plan value**

As the Sheepy Parish Neighbourhood Plan has passed Independent Examination successfully, note that it now carries official weight even before the Referendum and councils (parish, borough etc) should take heed of it and its policies in any considerations during this interim period.

#### **Budget**

Final consultant invoice received for just under £1,000 as expected and to the agreed extra budget.

#### **Communications**

See above website for current details.

#### **Steering Group**

Next meeting in February if required

The Chairman congratulated the NDP steering group on their achievement of getting the project to the referendum stage.

The Council suggested (regardless of the referendum outcome) the council should celebrate the achievement. Britain in Bloom was suggested as a suitable way. This should be considered at a future meeting. It was also noted that the Council's website no longer links to the NDP website, and incorrectly links to NDP social media profiles. **Action** - Clerk to have website manager correct

#### **161/18 Litter and Footpaths**

- a) The Litter picker group updated the council the group have collected 60 bags of rubbish since the end of December to date.
- b) T13 footpath from the rear of the school across the field is overgrown and needs to be cleared. **Action** - Clerk to report to LCC footpaths.
- c) 10 Highfield Close footpath – Clerk Reported LCC had confirmed it was a public footpath up to the boundary of the housing estate, it was reported that the council had agreed at an earlier meeting to reopen the footpath into the galde. **Action** - Clerk to look into what is required to re-open the route.

Signed:

Date:

**162/18 Speed Awareness/Vehicle Activated Sign**

- a) Highway Barrel Planters – Deferred to next meeting
- b) 30mph (in 100metres) - Deferred to next meeting
- c) Speed Awareness Toolkit - Councillors should read the speed awareness toolkit, as there are many measures to manage and reduce speeding, some are already being utilised by the council, others could be considered; the main issue is to gather data via the VAS. In the NDP consultations over 70% of the parishioners stated speeding through the villages was a concern  
**Action** – Councillors to look through document and suggest ideas which the council could implement.
- d) It was advised that the Vehicle Activated Speed sign (VAS) was at the manufacturers for repair. It will be positioned in Sheepy Parva on its return.

**163/18 Ground Maintenance Update**

- a) Noticeboards (Sibson & Upton) New noticeboard at Sibson had been approved at the extraordinary meeting. Upton to be discussed at next meeting.

**164/18 LCC Highway matters**

Proposed reduction in speed on Wellsborough Road (discussed in 140/18) - Speed limits along Wellsborough Road have been reduced from national speed limit to 50 mph. It is disappointing to this council that the area of reduction does not include the residential area; but begins just after the school in the Bosworth direction. **Action** - The Clerk to raise this with County Councillor Ivan Ould to try to extend the reduction to the residential area.

**165/18 Policies and Procedures**

- a) GDPR – Andrea Johnson provided a draft Privacy Policy to a previous meeting. **Action** – Policy to be agreed and uploaded onto website

**166/18 Planning applications & updates**

	Reference	Application Details and Location	Dated
a)	18/01110/FUL	8.6 metre dropped kerb and hardstanding to the front of the Property 3 The White Houses Twycross Road Sibson Nuneaton Leicestershire	4/01/19

Response to be sent in line with the Neighbourhood Plan Policies.

**167/18 General correspondence** (emailed to Councillors)

- a) Development and support Questionnaire
- b) Info on County Lines
- c) Heritage Forum
- d) Environmental Improvement programme
- e) Leicestershire Minerals and Waste Local Plan Modifications Consultation
- f) Turning Point News – Substance abuse

Signed:

Date:

g) Leicestershire Planning Obligations Policy Revised (Draft) : Extension of Consultation Period

**168/18 Finance**

a) Income, expenditure and signing of cheques

Date	Method	Payee	Details	Total	VAT
23/12/18	SO	Eon	Lights	33.17	1.58
23/01/19	SO	Eon	Lights	33.17	1.58
01/12/18	CH	Haines Watts	Payroll	22.50	3.75
01/01/18	CH	Haines Watts	Payroll	22.50	3.75
27/12/18	CH	MBG	Ground Maintenance	349.94	58.32
27/01/19	CH	MBG	Ground Maintenance	349.94	58.32
December	CH	Clerk	Wages	667.55	
January	CH	Clerk	Wages	667.55	
7/01/209	TBC	Digital Media	Website	74.99	0
2/01/19	Ch	Data protection fee	Data Protection Registration	40	0
04/12/18	Ch	eon	Quarterly Maintenance	78.26	15.65
01/01/19	CH	HBBC	Dog bins	250.57	41.78

It was agreed to withheld the Digital Media Cheque until contract in place.

**169/18 Health and safety updates**

- a) Risk assessment – Litter pickers Risk assessment complete just needs converting into standard format – **Action** Litter pickers to complete and pass to clerk

**170/18 Matters to note/add to a future agenda**

Raised personally to 2 councillors (not via the Clerk) the issue of frozen water from Trout Ponds across the pavement and onto the highway causing hazard. Issues raised for the Clerk to follow up are:

- The drains are blocked from Trout Ponds farm to the school and need cleaning (clerk to report),
- Has there been a planning application to modify the format of the ponds (2 have been converted to 1) Clerk to check if an application should have been made and if so, has it?
- Clerk to report the overflowing water to the Environment Agency to discover why the pond water is now overflowing (and has not previously) and possible contamination from water from an unknown source.

Signed:

Date:

- Report it is dis-charging into the sewers, Clerk to report possible trade effluent to Severn Trent.
- Clerk to also advise the Flood Warden.

It was also suggested that refreshments may be provided at future Parish Council Meetings

**Meeting closed at 9:34 pm (council agreed to extend time past 9:30 pm)**

*Date of next meeting: 5<sup>th</sup> March at Sheepy Memorial Hall (7:30pm)*

Signed:

Date: