

## **Minutes of Sheepy Parish Council Meeting Sheepy Memorial Hall –Tuesday 2nd July 2019**

**Attended by:** Ian Papworth - Chair, Clive Stretton, Jane Nichols, Brian May, Mick Toogood, Jessica Gurley-Ward, John Ward, Johnathan Collett, Andrea Johnson, Jason Stephenson – Minute Clerk, 7 Parishioners, Kevin Morrell, Ivan Ould OBE

**67/19 To receive apologies and approval of absences** – David Clarke and Rob Ward

**68/19 Declarations of interest and request for dispensations** – None

**69/19 Parishioners Open Forum** – There was a discussion regarding the new dwelling being built on Church Lane and the encroachment onto the existing green space in Sheepy Magna which contravenes the policies written in the now made Sheepy Neighbourhood Plan. The Neighbourhood Plan sub-committee will meet to discuss and arrange a meeting with HBBC to discuss when an issue like this arises, how it should formally be dealt with.

Residents from Highfield Close questioned how the sub-committee are progressing with a decision regarding the footpath issue between 9 and 10, the chairman stated the committee have not yet met to discuss but hopefully it can be resolved before the next parish meeting.

**70/19 To approve the minutes of the meeting held on 4th June 2019**– The minutes were signed as a true and correct record.

**71/19 Clerk's report**

- a) Councillor Vacancies – Cllr Jane Nicholls had decided to step down from her role as councillor for Sheepy **Action** – Clerk to forward Jane the details of the HBBC contact she needs to inform of her resignation
- b) Streetlight at Cross hands – The works have now been completed and the light can be installed. **Action** Clerk to confirm the electrical connection has been uncapped
- c) Fitness Equipment Playing fields –A decision on the funding for the gym area has now been delayed until July 2019, the layout and location are still being finalised.
- d) Website – Cllr John Ward agreed to look into the issue with the contract and help find a resolution. **Action** – Clerk to forward all information to councillor
- e) Defibrillators – Dates have been sent to the first responders regarding training and also requesting costs for a new defib to be installed at Sheepy Memorial Hall. **Action** Clerk to arrange the proposed dates with the first responders and to obtain quote for the new installation.
- f) Street Light Main Road– A price of £75 has been obtained to cut down the overgrowth, the chairman agreed to proceed – **Action** – Clerk to chase contractor for start date.

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- g) Church Mews - it has been reported that the footway adjacent to Church Mews has become a trip hazard due to large roots. **Action** Chairman is meeting with contractor and will obtain quote
- h) Pavilion – Chairman outlined the vision he had for improving the area in and around the existing containers on Sheepy Playing Fields **Action** – Clerk to forward all information onto the councillors for them to comment
- i) Community Response Plan – Dates had been circulated as to when the next steps meeting could take place **Action** – Clerk to work with Hannah from HBBC to agree final date for next steps
- j) Action plan – Clerk had only received two responses from councillors regarding responsibilities – **Action** Clerk to forward plan to the council and seek volunteers for the remaining activities

#### **72/19 Reports:**

- a) **County Councillor report** this had been circulated, no comments or questions raised. The councillor did raise concern over the rise in crime being reported where an individual will impersonate being a police officer to gain access to properties vehicles etc. **Action** – Clerk to make parishioners aware via website and Chairman will share with the Good Neighbourhood Scheme.
- b) **Borough Councillor Report** – this had been circulated no comments or questions were raised. The borough councillor stated it would be good for the Parish Council to meet with the new Cultural Services Manager Simon Jones. **Action** – Clerk to arrange
- c) **Police & Crime figures** –The monthly newsletter had been circulated via the website. Crime figures had not been updated. It was mentioned that the Police were now informing people not to use 101 and to use the official website to report minor crime **Action** – Clerk to look into and to publicise outcome on website  
**Neighbourhood Watch** – No report had been received.

#### **73/19 Neighbourhood plan**

The Neighbourhood steering group were successful in receiving a top award at the recent making a difference awards presented by HBBC. To celebrate their success they will be having a celebration towards the end of August. The group will still meet every 3 months to discuss any issues that have arisen.

#### **74/19 Litter and Footpaths**

- a) 4 bags had been collected throughout the month, so the situation has been improving. They are seeking volunteers from other areas i.e. Sibson **Action** – Clerk to ask for volunteers via website.
- b) 10 Highfield Close footpath – The sub-committee had not yet met to discuss this issue **Action** – sub-committee to meet and make recommendations before next meeting.

#### **75/19 Speed Awareness/Vehicle Activated Sign**

- a) Highway Barrel Planters – Clerk stated info had been sent to HBBC and was awaiting a decision on barrels at Sheepy and Sibson
- b) The councillor responsible was unable to attend meeting so no update was given.

#### **76/19 Ground Maintenance Update**

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- a) Planting at Meadow Close – A complaint had been received about a parishioner planting along a public space – **Action** Cllr Stretton agreed to speak with the individual about the issue
- b) Salts Land and Pond – The Chairman raised concerns about flooding from the ponds and the effect it may have on the highway once the cold weather returns **Action** – Clerk to speak with councillor Rob Ward on his return as he has looked into the new layout of the ponds.
- c) Wildflowers – the new tree warden is looking into how we can get permission into laying wildflowers along the verges in the parish

#### 77/19 LCC Highway matters

The A444 will be shut for a day in August and the diversion will be through Sheepy **Action** – Clerk to put details on website

#### 78/19 Policies and Procedures

- a) The steering group had not yet looked at the circulated policies, a meeting is to be set up to discuss. **Action** - clerk to arrange

#### 79/19 Planning applications & updates

Reference	Application Details and Location	Dated	PC Response
19/00669/FUL	Change of use and extension to agricultural building to create a dwelling Cotton View Bosworth Road Wellsborough	18 <sup>th</sup> June	Whilst having reviewed the above application <b>19/00669/FUL</b> , Sheepy Parish Council have no strong objections to the application, but nevertheless specify that it must be in line with the policies, which should be considered collectively, in the Sheepy Parish Neighbourhood Plan made March 2019, and request that Hinckley & Bosworth Borough Council pay particular attention to Policy S8.
19/00626/HOU	2 storey side extension alterations to garage and entrance Hawthorne Cottage Main Road Upton	11th June	Whilst having reviewed the above application <b>19/00626/HOU</b> , Sheepy Parish Council have no strong objections to the application, but nevertheless specify that it must be in line with the policies, which should be considered collectively, in the Sheepy Parish Neighbourhood Plan made March 2019, and request that Hinckley & Bosworth Borough Council pay particular attention to Policy S8.

- a) Hornsey Rise – A letter of objection had been submitted by the Parish council regarding the proposed development as it contravenes the Sheepy Neighbourhood Plan

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Date:

**80/19 General correspondence** (emailed to Councillors)

- a) LRALC AGM
- b) Round Robin
- c) Parish Forum

**81/19 Finance**

- a) Income, expenditure and signing of cheques

Date	Method	Payee	Details	Total	VAT
23/06/19	SO	Eon	Lights	£49	
01/06/18	101820	Haines Watts	Payroll	£23.22	£3.87
01/06/2019	101817	HMRC	HBBC	£133.6	
27/06/19	101819	MBG	Ground Maintenance	£349.94	£58.32
June	101818	Clerk	Wages	£533.95	
23/04/2019	101821	HBBC	Bins	£251.16	

- b) Parish Council Spend up till 30<sup>th</sup> June 2019

	Year	Budget	Actual	% of Budget
<b>Receipts</b>	<b>Apr-18</b>	<b>Apr-19</b>	<b>Apr-19</b>	<b>Apr-19</b>
	<b>Mar-19</b>	<b>Mar-20</b>	<b>Mar-20</b>	<b>Mar-20</b>
Bank balance current account	8475.47	18047	18048	100%
Bank balance deposit account	17421.9	17422	17421.9	100%
Interest from bank accounts	0		0	
Precept	30000.00	35000	17500	50%
VAT Refund	4653.05	2599	0	0%
Grants Parish Fund and S106	0.00	7500	0	0%
Neighbourhood Plan	5891.00	0	0.00	
Misc. - redemption Con Stock	0.00	0	0.00	
<b>Total</b>	<b>66441.42</b>	<b>80568</b>	<b>52,969</b>	<b>65%</b>
<b>Payments</b>				
Admin and Training	1029.48	2000	352.04	17%
Clerk's salary	9140.37	9000	1335.10	14%
Insurance	3004.25	4000	994.01	24%
Donations	134.00	600	0.00	0%
Hire Meeting Room	48.00	350	0.00	0%
Grass cutting/planting	4317.19	5000	583.24	11%
Street Lighting	629.03	875	174.84	19%
Audit	320.00	375	0.00	0%
misc.	430.58	2500	1114.50	44%

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Dog and Waste Bins	1036.07	1100	209.81	19%
Income Tax	450.88	0	0.00	0%
VAT	2598.86	3000	313.40	10%
Neighbourhood Devpt Plan	7833.50	0	0.00	0%
Defib	0.00	300	0.00	0%
Footpath	0.00		0.00	0%
Noticeboard	<b>0.00</b>		<b>0.00</b>	0%
Outdoor Gym		15000	<b>0</b>	0%
<b>Total</b>	<b>30972.21</b>	<b>44100</b>	<b>5076.94</b>	16%

**85/19 Health and safety updates**

None – However it was noted that a box of medical Milk bottles (a parishioners medicine and medical details can be stored in this bottle and put into the fridge for first responders to find), had been delivered and were handed out at the meeting. The chairman will also circulate to the Good Neighbourhood Scheme.

**86/19 Matters to note/add to a future agenda**

Sibson Heritage lights

**Meeting closed at 9:25 pm.**

*Date of next meeting: Tuesday 3<sup>rd</sup> September at Sibson Village Hall (7:30pm)*

Signed:

Date: