

SHEEPY PARISH COUNCIL

THE VILLAGES OF

Sheepy Magna, Sheepy Parva, Sibson, Wellsborough, Upton, Pinwall and Cross Hands

1

Sheepy Parish Council October 2019 Meeting	
Date & Time	Tuesday 1 st October 2019 @ 7:30pm
Venue	Sheepy Memorial Hall
Attendees: Parish Councillors Sheepy	Ian Papworth - <i>Chairman</i> Rob Ward - <i>Vice Chairman</i> Andrea Johnson Clive Stretton Mick Toogood John Ward
Parish Councillors Sibson	Brian May
Parish Councillor Upton	David Clarke
Parish Councillor Wellsborough	None
Others	County Cllr Ivan Ould OBE Borough Cllr Kevin Morrell Jason Stephenson - Parish Clerk 5 Parishioners

107/19 Chairman's welcome and to receive apologies and approval of absences – The chairman welcomed everyone present to the meeting and wanted to give his thanks to the Vegetable and Flower show committee who have planted over 100 blue bells in the glade with assistance from the local beavers.

Apologies were received from Cllr Jonathan Collett and Cllr Jessica Gurley Ward.

108/19 Declarations of interest and request for dispensations – None

109/19 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 Sheepy Parish Neighbourhood Plan and a heras fencing encroachment onto the footpath. A parishioner stated a new enforcement officer had been appointed to the Parish (Will Holloway). The Parish Council confirmed they are yet to receive confirmation of the new enforcement officer but will chase Hinckley and Bosworth Borough Council and hopefully ascertain timescales as to when the landscape alterations will be ready for comment by the Parish Council.

It was also stated that Ivan Ould OBE will be sorely missed as a County Councillor when he steps down at the next elections.

110/19 To approve the minutes of the meeting held on 4th September 2019– A small error was corrected and the minutes were signed as a true and correct record.

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2

111/19 Clerk's report

- a) Councillor Vacancies –The Parish Clerk had forwarded a new procedure for selection of a Co Opt Councillor. **The Parish Councillors proposed, seconded and unanimously agreed to implement this procedure.**

The Parish Clerk outlined that the Parish Council had received expression of Interest from two candidates, who both wish to Co Opt onto the council. The Clerk also stated that both candidates fit the criteria to become a Parish Councillor. **The Parish Councillors proposed, seconded and unanimously agreed that both councillors were acceptable as candidates to join the council.**

It was then raised by the councillors that as both candidates were known to the majority of the Parish Council the discussion and subsequent selection vote should be held in private after the Parish Council meeting. **The Parish Councillors proposed, seconded and unanimously agreed that the discussion and selection vote should be held privately.**

After the Parish Council meeting had concluded, the Parish Council discussed the merits of both candidates and agreed they were both of very high calibre and both would be an asset to the Parish Council, however after a private vote the majority of the Parish Council voted for Kate Gardiner to Co Opt into the Parish Council. **The Parish Councillors proposed, seconded and unanimously agreed that Kate Gardiner should Co-opt onto the Parish Council**

Action – *Clerk to forward paperwork for Kate to fill out and return ASAP*

- b) Streetlight at Cross hands – The works had now been completed and an invoice received for £950, this will be forwarded to the Parish Councils Insurance provider, the council will have to pay £100 excess. The resident is also looking for compensation for additional Lighting they have used during this time. **Action** - *Clerk to forward to the Insurance company*
- c) Fitness Equipment Sheepy playing fields –The installation date for the gym has been put back to the first Monday of November, this is so it does not clash with the proposed Bonfire Display on the playing fields.
- d) Website – The final contract has been circulated to all councillors with no comments or objections received. It was agreed to complete this contract by both parties and to monitor the Website performance against the SLA's. **The Parish Councillors proposed, seconded and unanimously agreed that the contract can now be signed** **Action** – *Clerk to arrange with website provider.*
- e) Defibrillators – The cost of the new defibrillator has now been confirmed as £1550. The First Responder has been asked to confirm their availability to carry out training before the Parish Council meeting in December. **Action** *Clerk to forward cheque and to confirm training.*

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3

- f) Church Mews - This footpath will be filled with surplus stone from the construction of the new path for the outdoor gym. **Action** - *Clerk to confirm when completed.*
- g) Pavilion – Chairman gave an overview on all the information he had collated and circulated regarding the construction of a pavilion and asked the council to approve the forming of a sub-committee to look more deeply into the feasibility of the project. The Parish Council discussed to great length the merits of the project and agreed to take a more holistic approach to the project. This would mean looking at the Parish as a whole in conjunction with the now made Sheepy Neighbourhood Plan and where the gaps in facilities exist, what facilities are required and how existing facilities can accommodate any short fall. A sub-committee will be set up on this basis with all relevant parties/groups invited to attend. **The Parish Councillors proposed, seconded and unanimously agreed that a sub-committee would be formed.** Cllr Ian Papworth, Mick Toogood, Rob Ward, Kate Gardiner (parishioner) and Kevin Morrell (Borough Councillor) agreed to be part of the committee. **Action** – Chair to invite all relevant parties/organisations to a sub -committee meeting to discuss further.
- h) Community Response Plan – Clerk had been forwarded the template from HBBC to be completed based on the resilient meeting that had been held previously. **Action** – *Clerk to work with Hannah from HBBC to complete final submission before circulating to councillors*
- i) Sibson Heating and Street Lighting – Cllr Brian May stated he was waiting for more quotes for the new heating in Sibson Hall. He is hoping they are forthcoming so he can apply for funding from the Parish and Community Initiative Fund. Applications for this funding are being accepted from October to February. No news had been received regarding the heritage street lights. **Action** – *Cllr Brian May to chase up heating quotes, Clerk to seek update on the heritage street lights*
- j) Action plan – Cllr Jessica Gurley Ward has agreed to be part of the grants team on the action plan, this was the last vacancy outstanding and the plan can now be implemented. – **Action** *Chair to agree and propose start date of the Action Plan*
- k) Christmas Tree and Lights – The parish council has received a request from the Bonfire Society regarding the installation of Christmas lights along the trees adjacent to the layby on Main Road Sheepy Magna and potentially a 2nd Christmas tree on the land next to the Black Horse Public House. The Parish Council could not approve this without further information, regarding timings, costings, light pollution and effect on local residents. **Action** – *Clerk to ask further questions of the Bonfire Society and circulate to the parish councillors.*

112/19 Reports:

- a) **County Councillor report** this had been circulated, no comments or questions raised. Cllr Ivan Ould OBE added all Parish Councils must discuss the need for a roadside memorial policy as the County Council are not interested in issues this has caused recently. **Action** – *Clerk to add to November agenda.*
He also stated his concern with the lack of communication regarding the night closure of the A5 that HGV traffic will increase throughout the night within the Parish. **Action** – *If this*

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4

becomes an issue the Chair is to write to the Transport Managers at Aldi and TNT and the VAS can be moved to Main Road Sheepy by the layby.

- b) **Borough Councillor Report** – No report received. The Cllr outlined his concerns over funding's now that a new party is in power. This year's grants will be fulfilled, but please use the funding opportunities i.e. PCIF or you may lose them as a parish council.
- c) **Police & Crime figures** –No monthly Police newsletter had been received, no update received from the Neighbourhood Watch.

Crime figures in August were:

Main Road Upton– Violence – Under Investigation

113/19 Litter and Footpaths

- a) Volunteers had been sought via the website in Sibson and Upton, but as of yet no one has stepped forward to assist.
- b) 10 Highfield Close footpath – The sub-committee had met to discuss this issue and are awaiting further information from LCC **Action** – *Sub-committee to report back at next meeting.*
- c) Roadway to Sheepy Playing Fields – The Highways Authority have been asked to resurface the full length of the footway, awaiting a response.
- d) Footpath to Cemetery – Clerk outlined the work the History Society had done in obtaining names of the land owners from Sheepy Magna to the cemetery. Councillors were sceptical if this would be a viable solution due to cost and land owners refusal or objection **Action** – *Clerk to speak to the History Society about where this has been carried out previously.*

114/19 Speed Awareness/Vehicle Activated Sign

- a) Highway Barrel Planters – All information has been sent back to HBBC we are awaiting their decision.
- b) VAS - The camera has been positioned on Ratcliffe Lane and shortly it will be moved to Main Road Sheepy Magna by the layby.
- c) Community Speed Watch – The Parish Council want to look at establishing a community speed watch within the Parish. This will require up to 6 volunteers, 200 signatures of support and the appointment of a Coordinator. **Action** – *Clerk agreed to be the coordinator and will contact the Community Speed Watch group to start the process.*

115/19 Ground Maintenance Update

- a) Salts Land and Pond – There has been little flooding from the ponds during the recent heavy rain and therefore the issue has diminished. The council agreed to keep an eye on the situation. **Resolved.**
- b) Wildflowers – A new blue bell wildflower plant has taken place in the glade with assistance from the beavers, Sheepy Flower and Vegetable Committee would like to plant more. The group asked the Parish Council for £80 for an additional 200 Blue bells. **The Parish Councillors proposed, seconded and unanimously agreed to donate the funds for the additional Blue Bells.**

116/19 LCC Highway matters

Road Closure Upton Road Upton 4th November for 3 days

Road Closure Sheepy Road Sheepy Magna 14th October for 2 days

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5

117/19 Policies and Procedures

The steering group had agreed on the publication document and this has been circulated. They will now be working on the Financial Regulations and Standing Orders. **The Parish Councillors proposed, seconded and unanimously agreed to accept the publication document. Action - clerk to upload onto website**

118/19 Planning applications & updates (see HBBC Planning website for full details)

Reference	Application Details and Location	Dated	PC Response driven by Sheepy Parish Neighbourhood Plan 'made' 19 th March 2019
19/00874/HOU	2 storey extension and garage conversion – Tree Cottage Twycross Road Sheepy	17 th September	No Objection
19/01038/HOU	Two new dormer windows 104 Main Road Sheepy	23 rd September	No Objection

- a) Pinwall Farm – A site meeting had taken place between the land owners, their architect, HBBC and members of the Parish Council. The meeting went very well and all parties are hopeful an amended application will satisfy all involved and protect the existing view.

119/19 General correspondence (emailed to Councillors)

- a) LCC Stakeholder Questionnaire – No responses had been received
- b) Round Robin
- c) Parish Forum
- d) Older Voices Forum
- e) PSPO – Signs have been placed at all the open spaces in the Parish, displaying the website link parishioners can use to submit their views
- f) Community Volunteer Fund
- g) National Highways and Transport Questionnaire – PDF has been sent to all councillors to complete
- h) Invitation Police Inter Cultural Evening
- i) Service of Hope and Remembrance
- j) Leadership and Advocacy Training
- k) Bus Service Consultation

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6

120/19 Finance

a) Income, expenditure and signing of cheques

Date	Method	Payee	Details	Total	VAT
23/09/19	SO	Eon	Lights	49	
01/09/18	CH	Haines Watts	Payroll	22.50	3.75
27/09/19	CH	MBG	Ground Maintenance	349.94	58.32
September	CH	Clerk	Wages	667.55	
23/09/17	101836	PFK Littlejohn	External Audit	240	40
30/09/19	101835	Eon	Lights	93.91	
30/09/19	101838	Defib Store	Defib	1550.38	
30/09/19	101839	HBBC	Dog bins	251.16	

a) % of Spend against budget up to 30th September 2019 and Reforecast to year end

Receipts	Year	Budget	Actual	% of Budget	Forecast
	Apr-18	Apr-19	Apr-19	Apr-19	Apr-19
	Mar-19	Mar-20	Mar-20	Mar-20	Mar-20
Bank balance current account	8475.47	18047	18048	100%	18048
Bank balance deposit account	17421.9	17422	17421.9	100%	17421.9
Interest from bank accounts	0		0		0
Precept	30000.00	35000	35000.00	50%	35000.00
VAT Refund	4653.05	2599	2600	0.00	2600
Grants Parish Fund and S106	0.00	7500	12600.00	0%	12600.00
Neighbourhood Plan	5891.00		0.00		0.00
Misc - redemption Con Stock	0.00		0.00		0.00
Total	66441.42	80568	85669.9	64%	85669.9
Payments					
Admin and Training	1029.48	2000	501.44	25%	1000
Clerk's salary	9140.37	9000	3337.51	37%	6500
Insurance	3004.25	4000	994.01	24%	3000
Donations	134.00	600	397.00	65%	1000

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7

-Hire Meeting Room	48.00	350	0.00	0%	48
Grass cutting/planting	4317.19	5000	1749.72	35%	4200
Street Lighting	629.03	875	443.10	50%	750
Audit	320.00	375	250.00	66%	400
misc	430.58	2500	634.50	44%	3500
Dog and Waste Bins	1036.07	1100	419.11	38%	1100
Income Tax	450.88	0	667.80	NA	1608
VAT	2598.86	3000	629.19	20%	4500
Neighbourhood Devpt Plan	7833.50	0	0.00	0%	0
-Defib	0.00	300	0.00	0%	2000
Footpath	0.00	0	0.00	0%	
Noticeboard	0.00	0	480.00	NA	480
Outdoor Gym		15000			18000
Total	30972.21	44100	10503.38	23%	48086
Excess of Inc/Exp	35469.21	36468	74166.52	NA	37,583.90

- a) S106 update – The Parish Clerk advised to the Parish Council to claim £1,566.86 equipped play provision towards the gym equipment and also claim £310.46 towards the path.

The outdoor sports provision can be used to improve the football pitches or another outdoor sports element. Reason being that the legal agreement refers to 3 separate provision elements and therefore would like to see improvements to 3 elements within Brookside Place.

Once requested, approved and installed, we will be able to request the associated maintenance being £736.56 for equipment and £267.12 for the casual element (pathway)

The Parish Councillors proposed, seconded and unanimously agreed to claim the funds from the S106

Action – Clerk to apply for S106 funding.

121/19 Health and safety updates

It has been reported that the masonry wall around the edge of the church in Sheepy Magna is loose. **Action** – Clerk to Investigate.

122/19 Matters to note/add to a future agenda

None

Meeting closed at 9:20 pm.

Date of next meeting: Tuesday 5TH November at Sheepy Memorial Hall (7:30pm)

Signed:

Date: