

# SHEEPY PARISH COUNCIL

THE VILLAGES OF

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

I hereby give notice that the Sheepy Parish Council meeting will be held on **Tuesday, 1<sup>st</sup> November at 7.30pm** at Sibson Village Hall

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the Meeting as set out hereunder. If you are not able to attend, please advise the Clerk.

*Jason Stephenson (Clerk): 25/10/2022*

## A G E N D A

- 1. Chair's welcome including Parish Council highlights/Good News Stories and to receive apologies and approval of absences**
- 2. To approve Declarations of Interest and Request for Dispensations**
- 3. Parishioners open forum**
- 4. To approve the minutes of the meeting held on 4<sup>th</sup> October 2022**
- 5. Reports**  
County and Borough Councillor Reports

	<b><i>Responsible officers</i></b>	<b><i>Actions from Last Meeting</i></b>
<b>5. Policies and Procedures</b> Approval of Data Protection and Publication Policies	All	<i>The Parish Clerk to inform HBBC regarding the Parish Councils decision around the PSPO</i>
<b>6. Finance</b> Expenditure table 1 Table 2 YTD Bank Reconciliation Pre Budget Figures External Audit Internal Audit Xmas Tree	Chair & <b>RFO</b>	
<b>7. Flood and Incident Management</b>	<i>JS, RW,SJH</i>	

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### Sibson CCTV

8. **Planning Applications** CS, JW, NPSG  
Refer to Table 3
9. **Neighbourhood Plan** NPSG  
*Cllr John Ward to arrange a meeting with the interested parishioner and the chair of the Neighbourhood plan and Parish Council to outline the roles and the responsibilities it entails*
10. **Interpretation Signs and Asset Maintenance** KG, JM, DW  
Update  
*The Parish Clerk to inform the Interpretation sign supplier the new quote is acceptable*  
Highway Planters – Winter Planting  
*Cllr Kate Gardiner to contact the supplier regarding the design of the interpretation sign*  
Grounds Maintenance Contractor – Renewal or Tender?  
*Cllr Jim Aldridge to arrange the cleansing of the bus stop and to arrange for all the village signs to be copied*
11. **Road Safety & Highway Issues** JS, RW, JM  
Update
12. **Crime & Neighbourhood Watch** JS JM  
Update
13. **General Correspondence**  
Round Robin  
Rural Network  
Remembrance Sunday  
Atherstone Surgery  
Road Closure Notices  
TENS Mythe Barn, Sheepy  
Playing Field and Upton Barn  
Community Safety  
Partnership  
Enforcement Cases  
Benches – Sibson and Sheepy  
RCC Awards Sheepy History  
*The Parish Clerk to set up the webpage and to contact all the relevant local authorities and organisations*

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## 14. Matters to note/add to a future agenda

*Date of next meeting: 6<sup>th</sup> December Sheepy Memorial Hall Hall (7:30pm)*

## SCHEDULE OF TABLES

**TABLE 1: EXPEPENDITURE FOR OCTOBER**

Date	Method	Payee	Details	Total	VAT
23/10/22	SO	Eon	Lights	£61	£0
01/11/2022	SO	Haines Watts	Payroll	£23.94	£3.75
October	CH	Clerk	Wages	£703.95	£0
31/10/2022	CH	Lee George	Grounds Maintenance	£586.50	£0
1/11/2022	CH	OnSite	CCTV	£870	£145
30/09/2022	CH	PKF	External Audit	£240	£40
10/10/2022	CH	EON	Upton Repairs	£411.43	£68.57

## Table 2 Sheepy Parish Council Receipts and Payments 1st April 2022 to 31st March 2023 (up to 31<sup>st</sup> October)

	£		£	
	Year	Budget	Actual	% of Budget
Receipts	Apr-21	Apr-22	Apr-22	Apr-22
	Mar-22	Mar-23	Mar-23	Mar-23
Bank balance current account	41909.72	22609	48116.58	
Bank balance deposit account	17442.04	17422	17564.12	
Interest from bank accounts	122.08		2.21	
Precept	35000.00	35000	35000.00	
VAT Refund	541.82	2416	0.00	
Grants Parish Fund and S106	5100.00	0	0.00	
Neighbourhood Plan	0.00	7000	0.00	

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<b>Total</b>	<b>100115.66</b>	<b>84447</b>	<b>100682.91</b>	
<b>Payments</b>				
Admin and Training	2092.72	1000	1874.28	184%
Clerk's salary	7032.78	7500	3942.05	52%
Insurance	1037.80	3000	1060.70	35%
Donations	3095.35	2000	60.00	0%
Hire Meeting Room	8.00	350	872.00	250%
Grass cutting/planting	2540.61	4000	4490.50	111%
Street Lighting	906.64	1350	764.40	56%
Audit	240.00	500	0.00	0%
misc	44.99	500	0.00	0%
Dog and Waste Bins	873.60	1100	842.70	76%
Income Tax	1815.02	1800	985.60	54%
VAT	498.45	1500	184.57	612%
Neighbourhood Devpt Plan	13217.00	7000	234.00	3%
Defib	94.80	500	0.00	0%
Footpath	0.00	0	4027.65	4000%
Noticeboards	0.00	0	0.00	0%
Consultancy	0.00	1000	0.00	0%
Sustainability	0.00	1000	0.00	0%
Shelter consultancy fees	0.00	0	0.00	0%
Community Orchard	0.00	1000	0.00	0%
Jubilee	0.00	2000	2321.10	116%
CCTV	0.00	3000	0.00	0%
Churchyard	0.00	1000	0.00	0%
Speed Initiatives	0.00	10000	0.00	0%
Parish Asset Maintenance	0.00	2500	1039.00	41%
Website	877.20	200	273.60	136%
<b>Total</b>	<b>34374.96</b>	<b>53800</b>	<b>22972.15</b>	<b>25%</b>
Excess of Inc/Exp	<b>65740.70</b>	<b>30647</b>	<b>77710.76</b>	

**TABLE 3 Planning Applications**

Reference	Application Details and Location	Dated
Responses submitted in the last month		
22/00894/HOU	Sheepy Edge Wellsborough Road Sheepy Parva. Proposed first floor rear extension above existing integrated single	23/09/2022

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	storey garage/storage space. Proposed first floor window openings and ground floor door opening to be inserted within existing north elevation. Single Storey rear extension (under flat roof). Detached single storey outbuilding garage.	
22/00916/FUL	12 Rodney Gardens, Sheepy Magna Change of use of agricultural land to domestic garden	4/10/2022
22/00944/PSCR	Poplar Farm Sheepy Road Sibson Prior approval for converting an existing concrete portal framed cattle yard into a storage shed for storing animal feeds for dogs and cats with allergies.	5/10/2022
22/00925/PSCQ	22/00925/P3CQ - 4 October 2022 The Attic Vine Farm, Shenton Lane, Upton. Conversion of existing agricultural barn to a dwelling house at Vine Farm	4/10/2022
22/00943/HOU	2 Mill Cottages, Mill Lane, Sheepy Parva Two storey rear extension	7/10/2022
22/00946/LBC	Elms Farmhouse Ratcliffe Lane Sheepy Magna Changing existing wood framed conservatory into an aluminium framed orangery	7 <sup>th</sup> October 2022
22/00887/HOU	Meadowside Cottage Sibson Road Sheepy Parva Erection of single storey ancillary annex (C3) associated with Meadowside Cottage, Sibson Road, Sheepy Parva.	7 <sup>th</sup> October 2022
Planning applications received in the last month		
22/0056/HEDGE	High Hedge Complaint Sheepy Lodge Twycross Road Sheepy Magna Atherstone Leicestershire	12 <sup>th</sup> October 2022
Updates on Planning applications		

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Table 4 – Maintenance of Assets

Asset	Location	Works Required	Cost
Wooden Benches	Sheepy, Sibson, Upton and Churchyard	Rubbed and stained	£400 - Complete
Village Signs x 4	Sheepy Magna, Parva, Sibson and Upton	Clean and re stained	£300 -Complete
Dog Bin	Mill Lane	Repair	
Metal Gate	Next to school	Temp repair and long term solution sourced	
Telephone box	Sibson	Sand and painted	£389 Complete
Overhanging Trees	Next to school	Trim back overhanging trees	
Noticeboards x 5	Sheepy, Sibson Wellsborough and Upton	Cleanse and varnished/painted	£250 Complete
Cobbles around signs	Sheepy, Sibson, Upton	Clean and remove weeds	
Bus Shelter Sheepy Magna	Main Road opp Black Horse	Cleaning and Tidying	

Table 5 Reports Log

<i>Date</i>	<i>Report number</i>	<i>To Whom</i>	<i>Reason</i>	<i>Outcome</i>	<i>Date Received</i>	<i>Complete</i>
09/08/2022	FS443214229	LCC	Rogue sign has been left on the A444 turning to Wellsborough	The Highways agency have been instructed to remove the damaged A frame	01/09/2022	
20/10/2022	FS460499705	LCC	Overhanging Vegetation and narrow footpath Memorial Hall to Athol House			
20/10/2022	FS46050068	LCC	Requesting an update on the cutting of the footpath outside	Work has been passed to a crew to rectify	26/10/2022	

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			white houses on the A444			
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