

LEICESTER FOREST EAST PARISH COUNCIL

Minutes of the Council Meeting on Wednesday 16th February 2022, held in the Parish Hall, Kings Drive, Leicester Forest East, commencing at 7.00pm.

Present: P. Linnett (Chairman) P. Kitchen (Vice-Chairman) R. Darlison
C. Lawrence D. Di Palma D. Dawes

Member of the Public – attended in person
Mrs H. E. Mann – Clerk to the Parish Council

22.27 To receive apologies for Absence.

None.

22.28 To receive disclosures of interest in accordance with the Code of Conduct

None.

22.29 To adjourn the meeting to receive questions from members of the public

A member of the public attended the meeting and asked why the Parish Council no longer send a representative to attend the Lubbethorpe Liaison Meeting, as the development continues to have a considerable impact on Leicester Forest East.

Details were given to the member of the public and an explanation that Leicester Forest East Parish Council no longer sends a representative because the meeting was not an official forum and had no official powers for action. This is because Lubbethorpe now has its own Parish Council.

The member of the public left at 7.07pm.

22.30 To receive reports from County/District Councillors

None.

22.31 To approve the order paper for February 2022 note bank reconciliation for January 2021

Order Paper

Resolved: Subject to clarification on the VAT figure for the library grant, the Council unanimously accepted the order paper for February 2022.

Bank Reconciliation

Noted.

Clerk to:

- *Ensure the correct name is on the invoice for future play inspections.*
- *Clarify the VAT figure on the library grant.*

22.32 To confirm the minutes from council meeting held on 19th January 2021 are a true record

Resolved: Subject to adding in the actual amount the Parish Council is paying over to library in grant money, the Council voted, in a majority decision, to accept the minutes.

Clerk to add the exact amount being paid to the library in grant money into the January Council minutes.

22.33 To discuss matters arising from those minutes:

(a) To discuss electric vehicle charging points for the Parish

After discussion the Clerk was asked to remove electric vehicle charging points from the agenda.

22.34 To discuss Reserves

Clerk to keep 'To discuss reserves' on March Council agenda.

22.35 To discuss monthly accounts

Noted.

22.36 To vote to temporarily suspend Financial Regulation 11.1 (h) in relation to waste management contract
Resolved: The Council unanimously resolved to temporarily suspend Financial Regulation 11.3 (the need to obtain three quotes for contracts) in relation to the parks' bins emptying and litter picking contract only. This suspension is for this financial year only. This is because the Clerk has been unable to find another company to give a like-for-like quote (Biffa and AE Burgess will only empty their own bins and do not provide a litter-picking service).

Clerk to add to March Council agenda/Parks agenda to accept Blaby District Council's parks' bin emptying and litter picking quote.

22.37 To approve cheque transfer from HSBC account to Unity account
Two councillors to sign the cheque.

Clerk to ensure cheque transfer is paid into Unity account.

22.38 To discuss any matters arising from the Planning and Parks Committee meetings held 01.02.2022

- No further update on the Neighbourhood Development Plan.
- Lots of companies have contacted the Clerk regarding new Christmas Lights for Christmas 2022. Details will be provided for the March Planning meeting.
- The Staffing and Appeals Committee also met and this will be an item on the March Council meeting.

22.39 To receive Planning Applications/Decisions/Enforcement cases received after Planning meeting was held:

(a) **22/0001/HH – 28 Acres Road – two and single storey side and rear extension and associated alterations**
No Comment.

(b) **22/0057/NMAT – Lubbethorpe – non-material amendment to outline planning permission 11/0100/1/ox seeking to change the description of development to incorporate the words 'with the provision of care' after 'residential uses', to alter the schedule of development to provide for a 66-bed care home facility at the local centre 01 to replace the envisaged 40 residential dwellings, and to relocate the proposed health centre from the district centre to the local centre 01**

Clerk to:

- *Add 22/0057/NMAT – Lubbethorpe – non-material amendment to outline planning permission 11/0100/1/ox seeking to change the description of development to incorporate the words 'with the provision of care' after 'residential uses', to alter the schedule of development to provide for a 66-bed care home facility at the local centre 01 to replace the envisaged 40 residential dwellings, and to relocate the proposed health centre from the district centre to the local centre 01 to the March Planning agenda.*
- *Ask BDC what the deadline is for comments on planning application 22/0057/NMAT.*
- *Ask BDC where the medical centre was going to be located in the original plan for Lubbethorpe. At what point was the decision taken to move the medical centre to the new location? Has recent consultation regarding Forest House Medical Centre been taken into account?*

22.40 To review the Disciplinary Policy
Resolved: The Council unanimously resolved to make several minor amendments to the Disciplinary Policy.

Clerk to make amendments to Disciplinary Policy.

22.41 To review the Internal Control Policy and the effectiveness of the Parish Council's Internal Controls
Resolved: The Council unanimously resolved to make some minor amendments to the Internal Controls Policy.

Clerk to make minor amendments to Internal Controls Policy.

Resolved: The Council reviewed the effectiveness of its internal controls and resolved that these controls are adequate.

22.42 To Review Emergency Action Plan
Resolved: The Council unanimously resolved to make a minor amendment to the Emergency Action Plan.

Clerk to make minor amendment to Emergency Action Plan.

22.43 To discuss the closure of one of the two HSBC accounts and associated paperwork

Resolved: The Council unanimously resolved to add Councillor Dawes to the bank mandate.

22.44 To discuss three quotes for Grounds Maintenance Contract

The following three quotes had been received in relation to the Grounds maintenance Contract:

Blaby District Council

£11,935.32 plus VAT. However, Blaby District Council would not complete all works listed in the specification.

Cookes of Kirby

£11,980 plus VAT.

DTM Garden and Landscapes

£12,960 plus VAT.

Resolved: The Council unanimously resolved to accept the quotation for grounds maintenance from Cookes of Kirby for three years as it was only a few pounds more expensive than Blaby District Council but Cookes of Kirby will complete all works completed on the specification.

Clerk to:

- *Inform companies who provided quotes for rounds maintenance of the Council's decision.*
- *Add to the Action List to review the Ground maintenance Contract in three years' time.*
- *Check to see if the contract/quotes need to be added to the website as per Transparency Code.*

22.45 To discuss motorbikes using the path on Shanklin Gardens as a cut through

Clerk to:

- *Contact BDC and LCC raising the resident's complaint regarding motorbikes using the path on Shanklin Gardens as a cut through.*
- *Contact Police and ask if signs will be a deterrent for motorbikes using the path on Shanklin Gardens as a cut through.*
- *Contact resident and explain action taken regarding motorbikes using the path on Shanklin Gardens as a cut through.*

22.46 To discuss purchasing mulch/woodchip for planting of new trees

Resolution: The Council unanimously resolved to purchase 4 100 litre bags of woodchip/mulch, a spade and any other paraphernalia needed for planting the free trees packs.

Clerk to order 4 100 litre bags of woodchip/mulch, a spade and any other paraphernalia needed for planting the free trees packs.

The Parish Council has the power to spend money on maintaining its parks under the Open Spaces Act 1906, s. 10.

22.47 To consider the Electoral Review of Blaby District Council – Draft Recommendations

Clerk to:

- *ask if 'Electoral Review of Blaby District Council – Draft Recommendations' will affect Parish Council boundaries, or purely electoral?*
- *Keep Electoral Review of Blaby District Council – Draft Recommendations on March Council agenda.*

22.48 To discuss residents' request for road closure of Queens Drive for a street party 04.06.2022

Resolved: The Council unanimously resolved that it did not object to the road closure on Queens Drive on 04.06.2022.

Clerk to inform the resident that the Parish Council does not object to the road closure on Queens Drive on 04.06.2022.

22.49 Action List

- Boiler Service – Completed February 2022

- Intruder Alarm Service – Completed February 2022.

Clerk's actions from Action List:

- *Electrical Equipment – PAT Testing - Next Inspection due February 2022.*
- *Christmas Lights - Clerk to get accurate cost of adding sockets to lamp posts, from LCC.*
- *s. 178 Licence - Apply February 2022 – for hanging baskets.*
- *Publicity Expenditure - Annual motion required before the start of financial year that not more than £3,000.00 will be spent on publicity – add to agenda for March Council meeting.*

22.50 Clerk's report

LCC Clerk's Operational Meeting Update:

- Possibility that all Parish Councils will be added to the LCC structural lamp post testing contract, negating the need for 3 quotes (will save a lot of time).
- Virtual meetings – possible NALC action, talk of all 8,000 parish and Town Councils holding virtual council meetings in the same week. Government will not take all 8,000 to court and it will raise the issue again.

Cost of Living Pay Rises

- Current offer is 1.75%, backdated to April 2021. There was a ballot for strike action by UNISON in January where 70% of members voted for strike action. The issue is ongoing.

22.51 Councillors forum

Clerk to:

- *Add to remembrance benches to Parks agenda*
- *Add recruitment of Councillors to march Council agenda.*

22.52 Delegates reports

Councillor Linnett reported on a Patient Participation Group he attended on 2 February. Most of the meeting was about the closure of Forest House Medical and the plans to relocate to Lubbethorpe. A petition to keep it open had been signed by 1300 people.

22.53 To set date of next Council meeting

Wednesday March 16th at 7.00pm.

The meeting closed at 8.18pm.