19.173. To receive apologies for absence
District Councillor Coar and Councillor Dracup sent their apologies which the Council duly accepted.

19.174. To receive disclosures of interest in accordance with the Code of Conduct
Councillor Darlison declared an interest as he had recommended Lawn Care Doctors to the Clerk for clearing the ditch. Councillor Linnett declared an interest regarding the Film Evening purchase of the Chairs.

19.175. To adjourn the meeting to receive questions from members of the public
None.

19.176. To receive reports from County/District Councillors
District Councillor Coar had sent a message via the Chairman that there had been an abandoned car on Seymour Way which has now been removed.

19.177. To approve the order paper for November 2019 and Bank Reconciliation
The Chairman asked why there were two invoices from Dyno-Rod on the order paper. The Clerk confirmed that the company have been called to the Parish Hall twice in the last month to rectify drainage issues. He also asked whether there was a breakdown of the work completed by Hurst Installations. Again, the Clerk confirmed that each job was listed on the invoices and they related to the safety issues on the Parks, raised by the monthly play inspection.

Councillor Lawrence asked whether the Clerk had checked the Rialtas invoice to ensure the agreed discount had been applied. The Clerk confirmed that she had.

Councillor Kitchen asked whether the Clerk’s expenses were itemised. The Clerk assured Councillor Kitchen that they are detailed in a spreadsheet each month which is checked and signed off by the Councillors who authorise the online bank payments.

Lastly, the Chairman raised the issue of the unpresented cheques shown on the bank reconciliation and asked whether they can be written off. Councillor Lawrence suggested the best course of action would be for the Clerk to find the corresponding invoices to establish who the money is owed to and then to bring the information to the next Full Council Meeting.

Clerk to action and add unpresented cheques to the next Full Council Meeting agenda.

Councillor Kitchen proposed accepting the order paper, councillor Lawrence seconded. Carried.

19.178. To receive the monthly report from Leicestershire Police
PCSO Duane Wright introduced PCSO Nicholas Sidiropoulous who will be based at Enderby from tomorrow. Duane stated that, as ever, there were very few crimes to report in Leicester Forest East.

Section 59 warning notices have been placed between Leicester Forest East and the New Lubbesthorpe Estate following several instances of anti-social behaviour involving quadbikes and motorbikes.

Councillor Fox asked Duane about the apparent high proportion of violence and sexual assaults in Leicester Forest East; 50 were reported in August and 40 in September. Of the 150 crimes reported over that period they make up a large proportion. Duane explained that, although these figures are accurate, they do not consider how many of these crimes are domestic. Therefore, the figures do not pinpoint which crimes affected the public at large.

Duane added that the majority of crimes in Leicester Forest East relate to the motorway service station and that there is a constant battle with the regional offenders perpetrating crimes in that location.

19.179. To confirm the minutes from the council meeting held on 23rd October 2019 are a true record
Subject to the minor amendments noted on the hard copy, Councillor Kitchen proposed accepting them, Councillor Fox seconded. Carried. Clerk to make the amendment and bring to the next Full Council Meeting for signing.

19.180. To discuss matters arising from those minutes:
(a) annual action list
The Clerk informed the Council that the Fire Alarm System and Fire Appliances have been serviced this month. The boiler service is booked for December 2019 and the intruder alarm service is booked for January 2020. Clerk to send action list to all Councillors with the papers for next month’s Full Council Meeting.

(b) ransom strip update
The Council discussed whether the ransom strip extended behind Birchwood Close. The Clerk stated that she had found invoices for work to trees and bushes in the Somerfield Way car park. Councillor Lawrence explained that there is money in the budget for tree maintenance but that none of it has been spent this year.

Councillor Darlison proposed establishing exactly what the resident in question would like doing to the relevant trees and bushes. Councillor Fox offered to visit the resident for this purpose.

Clerk to action.

(c) litter-pick update
The Chairman explained that circa 20 bags of litter were picked. However, he was disappointed that with the amount of volunteers who attended.

Councillor Lawrence suggested that future litter-picks be made into more of an event to encourage more volunteers to attend. Perhaps the next one could coincide with ‘Keeping Britain Tidy’ fortnight next year. Clerk to add this to the next Parks, Hall and Events Committee meeting agenda.

(d) Councillors surgeries update
The first of the two planned Councillors Surgeries will take place on Saturday 7th December from 10am at the Library. Councillors Linnett, Lawrence and Kitchen will be in attendance.
(e) Neighbourhood Development Plan
The Clerk informed the Council that ‘Your Locale’ had completed as much of the work on the plan as they could. All that remained to do now was to find a few documents which need to be submitted with the plan to Blaby District Council. Councillor Fox has kindly agreed to aid the Clerk in finding these, in the hope that the plan could be approved by Council at the Full Council meeting in December.

Councillor Fox explained that once the plan has been submitted to Blaby District Council, there would be a referendum on accepting the plan. Clerk to add Neighbourhood Development Plan to the December Full Council meeting agenda.

(f) Allocation of Reserves
Noted.

19.181. To discuss Imprest (Petty Cash)
Noted.

19.182. To adopt the new Financial Regulations
The Clerk informed the Council that paragraph 6.17 had been changed in accordance with instructions from the previous minutes. Councillor Darlison proposed adopting the new financial regulations, Councillor Kitchen seconded. Carried. Clerk to add the Financial Regulations to the website.

19.183. To discuss the Film Evenings proposition of buying several new chairs for the Parish Hall
The Council unanimously agreed to accept this kind offer. Clerk to write and thank the Film Evening and order the chairs.

19.184. To discuss the new Youth Bus
Councillor Kitchen has received an email from Mike Macalister, manager of the new Youth Bus Project, stating that there will be a new Youth Bus ready after Easter next year. There will be a meeting with stakeholders in the New Year to discuss progress which Councillor Kitchen will attend.

Councillor Linnett added that the Youth Bus will need to be added to the budget for next year. Clerk to action.

19.185. To discuss the Parliamentary Election for Charnwood Constituency
Noted.

19.186. Staffing Matters
The Council unanimously agreed to enter a closed session.

19.187. To discuss quote for new bench on Magnolia Close
The Clerk informed the Council that this matter is ongoing. Clerk to add this item to the next Parks, Hall and Events Committee Meeting agenda.

19.188. Budget 2019
Noted.

19.189. Clerk’s report
1. The Clerk informed the Council that the donation of £376.20 made to Macmillan, from the Ratby Band Concert, had been received by them. Noted.

2. The Council were invited to comment on the Strategic Environmental Assessment for Desford Parish Council. The Council declined the invitation to comment.
3. Blaby District Council’s website has been named best Council website in the United Kingdom. Noted.

4. Leicestershire Police have asked for nominations for the Safer Community Celebration Awards. Noted.

5. A complaint has been received from a resident regarding the building work being completed at 140 Hinckley Road. There is poor visibility due to a large number of vans parking on the A47 outside the property. The resident also asked whether the building company will make good the verges after the building work is completed. Councillor Linnett asked the Clerk to make PCSO Duane Wright aware of the situation. Councillor Kitchen asked the Clerk to write to Highways, District Councillors Blunt and Breckon making them aware of the issue and to write back to the resident in question explain the action taken. The Council unanimously agreed. Clerk to action.

6. The Clerk asked when the BBC Radio Leicester Carol Concert would be and Councillor Kitchen confirmed this would be on Monday December 23rd. On Thursday 28th November, there will be Christmas Carol singing in the Church from 6pm-6.30pm and then the Christmas Lights will be switched on at 6.30pm.

7. The Clerk explained that Dyno-Rod had rodded and flushed the drain next to the Parish Hall. They have also replaced the drain cover which was missing. However, this drain leads into a second ditch which is full of sludge, leaves and is heavily waterlogged. Therefore, the drain cannot be completely cleared. Thus, the Clerk is currently obtaining three quotes to have the ditch cleared. Clerk to add quotes for clearing of the second ditch to the next Parks, Hall and events Committee Meeting.

8. The Clerk reiterated that the Fire Alarm System and Fire Appliances have been serviced this month. The boiler service is booked in for December 2019 and the intruder alarm service is booked for January 2020.

9. The Clerk updated the Council regarding the ongoing issues in the Ladies toilets. Later this week two plumbers are going to quote to have both toilets plumbed into one to, hopefully, alleviate the problem with the leak. Clerk to add this item to the next Parks, Halls and Events Committee Meeting agenda.

10. Councillor Linnett mentioned the nominations for the Royal Garden Party next year. Councillor Fox proposed nominating Pat and Dennis Walker for their work with the Church, Parish Council, film evening and Library, Councillor Kitchen seconded. Carried. Clerk to action.

19.190. Councillors forum
Last Tuesday Councillors Fox and Darlison attended the Blaby District Council Sports Awards at the Marriott Hotel in Leicester. The awards were hosted by Ian Stringer. Leicester Forest East Parish Council had nominated the Leicester Huntsmen for two awards. The Huntsmen didn’t win either award but were highly commended in both categories.

19.191. Delegates reports
None.

19.192. To set the date of the next meeting
Wednesday 18th December 2019.

Meeting Closed at 8.30pm