

## Minutes of the Ordinary meeting of Husbands Bosworth Parish Council held on Tuesday 7<sup>th</sup> November 2023 at 7:30pm in the Sports Pavilion

Present: Cllr. Hobson (Chair), Cllr Bolter (Vice Chair) Cllr. Forman, Cllr, Gallagher & Cllr. East

Mr. D. Watson – Clerk to the Parish Council.

Visitors: 2

	Action
<p><b>23/129</b> – To receive and approve apologies for absence Apologies were received and accepted from Cllr. Peel.</p>	
<p><b>23/130</b> – To receive Declarations of Interest under the Council’s Code of Conduct related to business on the agenda Cllr. Forman declared an interest in item 22/138 - Bosworth Bugle.</p>	
<p><b>23/131</b> – Visitors Questions One of the visitors attended the meeting to finalise details of his donation to the Parish Council, to fund a defibrillator on Honeypot Lane. Cllr. Bolter proposed and Cllr. Gallagher seconded the acceptance of this donation for this purpose. This was agreed by the Council. The parishioner agreed to appropriate publicity, to highlight the installation of this resource. Appreciation and thanks for this donation was conveyed to the visitor. <b>Resolve: Clerk to prepare required documentation and proceed with purchase and installation of the defibrillator.</b> <b>Resolve: Clerk agreed to keep the donor abreast of developments as the installation project proceeds.</b></p>	<p>Clerk</p> <p>Clerk</p>
<p><b>23/132</b> – To receive and approve for signature, the minutes of the Ordinary Parish Council Meeting held on Tuesday 3<sup>rd</sup> October 2023 Councillors reviewed the minutes of the meeting held on Tuesday 3<sup>rd</sup> October 2023 and agreed to accept and note as a true and accurate record. Proposed by Cllr. Forman, seconded by Cllr. Hobson and agreed by Council. The approved minutes were signed by the Chair. <b>Resolve: That the approved minutes of the Ordinary Parish Council Meeting held on Tuesday 3<sup>rd</sup> October 2023 be posted on the Parish Council website.</b></p>	<p>Clerk</p>
<p><b>23/133</b> – To note any matters arising from the October 2023 meeting minutes not included on this agenda for report only 23/112 – The Clerk advised that the War Memorial had been surveyed by the specialist cleaning company he approached, and he was awaiting a formal quotation to be submitted. <b>Resolve – Clerk to add to December agenda.</b> 23/121 – The Clerk confirmed that the clearing work around the Scout Hut and the strimming of the ditch in the dog walk had been completed. 23/127 – Cllr. Forman had followed up with HDC in relation to the Neighbourhood Plan however, due to the length of the November meeting agenda this will be discussed at the December Parish Council Meeting. <b>Resolve: Clerk to add Neighbourhood Plan discussion to December OPCM agenda.</b></p>	<p>Clerk</p> <p>Clerk</p>
<p><b>23/134</b> – Finance October 2023 Bank Statements, Cashbook Reconciliation &amp; Bank Reconciliation presented for noting. The Parish Council accepted the October 2023 bank statements and reports presented, as an accurate representation of the financial transactions undertaken by the Clerk on behalf of the Parish Council during October 2023. The half year financial overview Apr to Sep 2023 was also presented.</p>	

<p><b>23/135 – Planning Overview</b>  The October 2023 planning application summary was presented.  It was agreed that this was an accurate representation of the Parish Council’s response to the planning applications received during this period.</p>	
<p><b>23/136 – Parish Maintenance</b>  Pavilion Extension CCTV – Following a site visit with the contractor who installed the original CCTV, acceptance of his quote to re-site one existing camera and add one new camera to cover the new extension side windows and new car park was proposed by Cllr. Hobson, seconded by Cllr. Bolter and agreed by the Council.  <b>Resolve: Clerk to communicate acceptance of the quote to the contractor and agree installation date.</b></p> <p>Waste Bin for Pavilion – After review, Cllr. Hobson proposed and Cllr. East seconded the purchase of the Broxap Derby E Double Recycling bin for siting near pavilion. This was agreed by the Council.  <b>Resolve: Clerk to proceed and purchase waste bin and source quote for contractor to prepare concrete base for fixing.</b></p> <p>Cleaning War Memorial – Awaiting cleaning quote from specialist cleaning contractor. It was confirmed the re-pointing work on the base, which was approved at a previous meeting has been completed.  <b>Resolve: Clerk to add to December OPCM agenda.</b></p> <p>Burial Book Conservation – After detailed online research, the chosen restorer, when contacted, advised he was not undertaking any new work, as he had a year’s work currently on his books. The work to source a suitable restore / conservationist will continue.  <b>Resolve: Clerk to continue to research suitable restorers/conservationists</b></p> <p>Speed Indicator – Cllr. Forman advised that the SID was returning unreliable readings and there was a view that after 10 years the device, without a major overhaul and re-calibration was not fit for purpose. Due to the age of the device and costs involved with returning the device to the manufacturer in Germany it would not be a financially prudent course of action to take, assuming that the technology still existed to reboot this device. The Council therefore agreed with Cllr. Forman’s recommendation to remove this device in December. A replacement(s) will need to be considered as part of the 2024/25 budget discussions.  <b>Resolve: Clerk to include new SID costs within 2024/25 budget planning.</b></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p><b>23/137 – Defibrillator Donation Honeypot Lane</b>  This agenda item was discussed under visitors Questions.</p>	
<p><b>23/138 – Annual Donations</b>  After discussion, Cllr. Hobson proposed and Cllr. Bolter seconded that the annual donations detailed in the 2023/2024 Precept document to: The Woodland Trust, The Bosworth Bugle, Turville Hall, The Causeway Charity and The Citizens Advice Bureau be made. This was agreed by the Council.  <b>Resolve: Clerk to prepare and make donation payments to organisations detailed above and as captured 2023/24 Precept document.</b></p>	<p>Clerk</p>
<p><b>23/139 – Pavilion Alterations and Car Park Update</b>  It was confirmed that with the exception of some minor snagging, the Pavilion extension and new car Park had been completed and the contractor has been asked to submit his final invoice.</p>	

<p><b>Resolve: On receipt of final invoice, Clerk to make submission to Grantscape for release of 2<sup>nd</sup> and final part of donation from Mick George Development Fund.</b></p> <p>Publicity for lettings – Cllrs Hobson &amp; Peel have identified a suitable design for a vinyl banner that can be attached to the fence outside the pavilion. Whilst the final wording has yet to be agreed, the banner will direct potential clients to the Parish Council website for a booking form. Cllr Hobson expressed concern that this page on the website currently is not that easy to find. Cllr Hobson additionally raised concerns that the website was insufficiently interactive and engaging and could do with a re-vamp. Councillors were requested to review the website and provide feedback at the December meeting as to where it potentially could be improved and to develop a plan to implement design and functionality changes.</p> <p><b>Resolve: Councillors to review website in advance of December OPCM.</b></p> <p><b>Resolve: Clerk to add Website upgrades to the December OPCM agenda.</b></p> <p>It was suggested a QR code could be added to the banner that when scanned would direct potential clients straight to the booking page without having to navigate the website from the landing page.</p> <p><b>Resolve: Councillors to investigate options and processes to manage a QR code addition .</b></p> <p>Future Booking Charges / Booking Form - It was agreed to defer this discussion until the December OPCM.</p> <p><b>Resolve: Clerk to add to the December OPCM agenda.</b></p> <p>Wi-Fi for Pavilion - It was agreed based on current estimated costs from a provider such as Gigaclear, that it would be difficult to justify an investment to provide the Pavilion with Wi-Fi. It was felt however that potentially there could be other more cost-effective options to allow Wi-Fi to be available for future clients.</p> <p><b>Resolve: Clerk and Councillors to investigate alternate W-Fi options for pavilion.</b></p> <p>Solar Street Lamps – We are waiting for feedback from Statom in relation to their donation to the Parish Council, for the Pavilion development project. This will be reviewed again at the December OPCM.</p> <p><b>Resolve: Clerk to follow up with Statom and add to the December OPCM agenda.</b></p> <p>Pavilion Furniture Options – Following initial review and guideline costings, the recommendation from Cllr. Hobson was that we top up the existing furniture rather than replace it all. After discussion this was agreed by the Council. Therefore 28 more chairs and 7 more tables would be required. It was requested that different size table options from those currently in the Pavilion be considered.</p> <p><b>Resolve: It was agreed that a proposal be presented to the Council at the December OPCM.</b></p> <p>Room Name – After discussion, it was agreed to approach the primary school with a proposal to create a small competition amongst the pupils and their parents to suggest a name for the new Pavilion meeting room. There would be a small prize for the winning entry.</p> <p><b>Resolve: Clerk and Chair to approach the school with this idea and hopefully work in partnership to deliver a fun competition.</b></p>	<p>Clerk</p> <p>Councillors Clerk</p> <p>Councillors.</p> <p>Clerk /Cllrs.</p> <p>Clerk /Cllrs.</p> <p>Clerk</p> <p>Cllr. Hobson / Cllr. Peel</p> <p>Clerk / Cllr. Hobson</p>
<p><b>23/140</b> – Future Banking Options</p> <p>Due to the absence of Cllr. Peel who is leading this project, it was agreed to defer until the December OPCM</p> <p><b>Resolve: Clerk to add this item to the December OPCM agenda.</b></p> <p>.</p>	<p>Clerk</p>

<p><b>23/141 – Standing Orders</b>  Following the completion of the first review of the Standing Orders Document it was agreed that all Councillors will review and ask any questions relating to the revised document to Cllr. East in advance of the December OPCM. The objective is to bring the final draft to the December OPCM for sign off.  <b>Resolve: Cllrs to review document and forward any questions or thought to Cllr. East</b>  <b>Resolve: Clerk to add Standing Order to December OPCM agenda.</b></p>	<p>Councillors Clerk</p>
<p><b>23/142 – Extended Christmas Decorations</b>  Considering the limited time available, the necessary conversation with those who currently look after planters and the potential time limitations of Councillors it was felt that it would be a significant challenge to progress with all planters this year. However, if Cllr. Peel, with support, has the time available to design and dress one planter it would be good to assess impact with parishioners and opportunity for future years. A budget of £60.00 was agreed for one planter.  <b>Resolve: Clerk to advise Cllr. Peel of Council’s decision and available budget for one planter if he has available time.</b></p>	<p>Clerk</p>
<p><b>23/143 - Any Other Business</b>  Cllr. Hobson advised that she would be unable to attend the annual HDC liaison meeting on 23<sup>rd</sup> November due to a prior commitment. Cllr. Bolter volunteered to attend this meeting with the Clerk.  Cllr. Hobson advised of the consultation document issued by HDC in relation to the closure of three waste sites including Market Harborough. Cllrs were encouraged to go online and give their views.  It was agreed that Cllr. East will lay the wreath on behalf of the Parish Council at the War Memorial service on Sunday.  The Clerk noted that he had been contacted by a parishioner in relation to the safety of the leaning wall on Dag Lane. He advised he will make LCC Highways aware of the complaint as they are responsible for the maintenance of Dag Lane.</p>	
<p><b>23/144 - Confirmation of date and time of next meeting</b></p> <p style="text-align: center;">There will be an Ordinary Parish Council Meeting held on  Tuesday 5<sup>th</sup> December 2023 in the Sports Pavilion</p> <p style="text-align: center;">There being no further business, the meeting closed at 10.00</p> <p>Signed _____ Date _____</p>	