

Minutes of the Ordinary meeting of Husbands Bosworth Parish Council held on Tuesday 5th December 2023 at 7:30pm in the Sports Pavilion

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

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

Visitors: 2

| | Action |
|---|----------------|
| 23/145 – To receive and approve apologies for absence Apology received and accepted from Councillor Forman. | |
| 23/146 – To receive Declarations of Interest under the Council’s Code of Conduct related to business on the agenda There were no declarations received. | |
| 23/147 – Visitors Questions One of the visitors to the meeting, is a volunteer litter collector with the South Leicestershire “womble” group. He highlighted a few litter hotspots in the parish and two areas where the column mounted dog waste bins are not of a sufficient size for the frequency of use. He also was concerned with the dog waste that is currently not being picked up by owners on the bridleway leading from Butt Lane. He requested that signage is placed on the bridleway to remind dog owners of their responsibilities. Resolve: Clerk to discuss with landowner and seek approval to site notices. Resolve: Clerk to contact HDC dog warden to see what signage could be supplied. | Clerk Clerk |
| 23/148 – To receive and approve for signature, the minutes of the Ordinary Parish Council Meeting held on Tuesday 7 th November 2023 Councillors reviewed the minutes of the meeting held on Tuesday 7 th November 2023 and agreed to accept and note as a true and accurate record. Proposed by Councillor. Bolter seconded by Cllr. East and agreed by Council. The approved minutes were signed by the Chair. Resolve: That the approved minutes of the Ordinary Parish Council Meeting held on Tuesday 7th November 2023 be posted on the Parish Council website. | Clerk |
| 23/149 – To note any matters arising from the November 2023 meeting minutes not included on this agenda for report only 23/136 - Parish Maintenance It was confirmed that the CCTV update following the building of the extension, had been completed. The Clerk advised that the order for the new waste bin had not yet been placed. 23/137 – Defibrillator The Clerk confirmed that the defibrillator order had been placed. The installation dates just need to be confirmed with the property owner. Resolve – Clerk to align installation date with AED and property owner 23/138 – Annual donations The Clerk confirmed that the five PC donations, agreed at the November meeting, had been paid. Acknowledgements had been received from four of the recipients. | Clerk |
| 23/150 – Finance November 2023 Bank Statements, Cashbook Reconciliation, Bank Reconciliation and YTD Overview were presented by the Clerk for noting. The Parish Council accepted the November 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 November 2023. | |

| | |
|---|---|
| <p>23/151 – Planning Overview The November 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>23/152 – Parish Maintenance Cleaning of War Memorial Following receipt of the first quote as a guideline to potential cost, it was agreed to proceed and source a second quote for this project. Resolve: Clerk to source second quote for the cleaning of the war memorial.</p> <p>Burial Book The search for a suitable conservationist continues. The Clerk advised that he had been investigating different options for managing the burial book and cemetery information into the future and agreed to report back at the February OPCM. Resolve: Clerk to add to February 2024 agenda.</p> <p>Scout Hut maintenance (grounds around the building) It has been recommended that the recently cleared area around the building, should be sprayed twice a year. A quote was received by the original contractor for this work. The council felt that potentially this work could be undertaken by the caretaker. Council will review in March 2024. Resolve: Clerk to add to March 2024 OPCM agenda.</p> <p>Verges & Greens Contract Two contractors submitted quotes, following visiting the multiples sites in the parish that the PC are responsible for cutting. The two quotes were reviewed by Council. Councillor Hobson proposed acceptance of the quote submitted by Leicestershire Gardens. This was seconded by Councillor Gallagher and agreed by Council. Resolve: Clerk to write to contractors and advise them of the decision taken.</p> | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |
| <p>23/153 – Neighbourhood Plan Due to Councillor Forman being unable to attend this meeting, it was agreed to defer further discussion on the Neighbourhood Plan until the February 2024 Parish Council Meeting. Resolve – Clerk to add to February agenda.</p> | <p>Clerk</p> |
| <p>23/154 – Pavilion Alterations and Car Park Update It was confirmed that the final invoice had been received from the contractor and a cheque had been issued. The completion of project document had been submitted to Grantscape to release the second and final part of the grant. This payment (£12,500) was received on 28/11/2023</p> <p>Publicity for Lettings The format for the external banner had been identified and it was agreed to add a QR code to link to website booking page. There is concern over the accessibility to the relevant pavilion booking page on the website. This highlighted a wider problem of how easy it is to visit the website and access key areas that parishioners may be interested in. Councillor Peel volunteered to review the website, highlight the five areas where parishioners may be most interested in and propose a solution to improve visibility and accessibility in these key areas. Resolve: Councillor Peel to review and revert to Council at the February OPCM. Resolve: Clerk to add to February 2004 Agenda.</p> <p>Future booking charges and booking form It was agreed to defer this discussion to the February 2024 Parish Council Meeting. Resolve: Clerk to add to February 2024 Parish Council Meeting Agenda.</p> | <p>Cllr. Peel</p> <p>Clerk</p> <p>Clerk</p> |

| | |
|---|---|
| <p>Solar Street Lamps The Clerk advised that Statom had provided details of a Solar Lamp (SL33) that their procurement department had identified, to light the pathway leading up to the Pavilion entrance. It was agreed to investigate this proposed lighting option a little further, but in principle the Parish Council wanted to accept Statom's very generous offer to donate three of these solar lights to the Parish. This was proposed by Councillor Bolter, seconded by Councillor Hobson, and agreed by the Council. Resolve: Clerk to further investigate this lighting option with Statom. Resolve: Clerk to confirm to Statom acceptance of their offer.</p> <p>Furniture Options for extended meeting room Three quotations were considered for the purchase and supply of 28 chairs and one quote available for the purchase and supply of 7 tables, to match as closely as possible those currently in use at the pavilion. After review, the most expensive quotation was rejected by Council. It was then agreed that Councillors Peel and Hobson would visit one of the remaining potential suppliers and assess the quality of the chairs and tables. In order to make progress with these purchases as soon as possible, it was proposed by Councillor Bolter, seconded by Councillor Hobson, and agreed by council that a budget of up to £1500.00 (excl. VAT) be set aside for these purchases. Resolve: Cllrs Hobson & Peel to visit supplier to assess quality of chairs and tables.</p> | <p>Clerk Clerk</p> <p>Cllr. Hobson / Cllr. Peel</p> |
| <p>23/155 – Future Banking Options After a summary of the current position and reviewing the positive feedback provided by the Clerk, from other Parish Councils who have used or are transferring to Unity Trust Bank, it was agreed that this would be the best option for the Parish Council to switch to from the incumbent. Councillor Hobson proposed that with immediate effect, the Parish Council start the application process to set up two accounts with Unity Trust Bank. This proposal was seconded by Councillor Gallagher and agreed by the Council. Resolve: Clerk to start the process of setting up two bank accounts with Unity Trust.</p> | <p>Clerk</p> |
| <p>23/156 – Standing Orders Following the feedback requested at the November meeting, it was agreed that Councillor East would track these changes on a new document for the record. An updated Standing Orders Document would then be circulated to Councillors and Clerk in advance of the February 2024 Parish Council Meeting. This final copy will be presented at the February Parish Council Meeting for approval. Resolve: Councillor East to circulate final amended version of Standing Orders in advance of the February Parish Council Meeting. Resolve: Clerk to add to February 2024 meeting agenda.</p> | <p>Cllr. East Clerk</p> |
| <p>23/157 – Police & Crime Commissioner – Parish Engagement Meeting The Clerk notified the Council of a forthcoming parish engagement meeting with the Police and Crime Commissioner. This meeting will take place on 15th January 2024. At this point, each council can nominate one Councillor to attend. More spaces may become available at a future point. Councillor Bolter volunteered to represent the Parish Council at this meeting. Councillor Hobson proposed that Councillor Bolter attend this meeting. This was seconded by Councillor Peel and agreed by the council. Resolve: Clerk to register Councillor Bolter attendance with meeting organisers.</p> | <p>Clerk</p> |

| | |
|--|------------|
| <p>23/158 – Firs Farm Update The Clerk provided details of an update received from LCC, in relation to future activities. The next task is to clear one barn. It is anticipated once the Environmental Agency give approval the remedial work should take around one week and will be undertaken by Statom. Resolve: Clerk to continue to liaise with LCC .</p> | Clerk |
| <p>23/159 – Planter Adoption Plan Following the recent request for volunteers in the Bosworth Bugle, the Clerk shared the details of those who had made contact and expressed an interest, with the Council. Cllr. Peel will contact them directly to discuss this project further. Resolve: Councillor Peel to contact potential volunteers and explain more about the planter adoption project.</p> | Cllr. Peel |
| <p>23/160 – Any Other Business There was no AOB raised by Councillors or Clerk.</p> | |
| <p>23/161 - Confirmation of date and time of next meeting</p> <p style="text-align: center;">The 2024/2025 Precept Meeting will take place on Tuesday 16th January 2024 at 7.00pm in the Sports Pavilion</p> <p style="text-align: center;">There will be an Ordinary Parish Council Meeting held on Tuesday 6th February 2024 at 7.30pm in the Sports Pavilion</p> <p style="text-align: center;">There being no further business, the meeting closed at 9.55pm</p> <p>Signed _____ Date _____</p> | |