

Minutes of the Ordinary meeting of Husbands Bosworth Parish Council held on Tuesday 6th February 2024 at 7:30pm in the Sports Pavilion

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

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

Visitors: 2

	Action
<p>24/001 – To receive and approve apologies for absence There were no apologies received for absence.</p>	
<p>24/002 – To receive Declarations of Interest under the Council’s Code of Conduct related to business on the agenda There were no declarations received.</p>	
<p>24/003 – Visitors Questions One of our visitors attended the meeting to thank the Clerk and Parish Council for their support in the process to site a defibrillator on Honeypot Lane, which was donated in memory of his late wife.</p> <p>The second visitor attend the meeting to talk through the process and costs of restoring All Saints Church tower clock face. The PCC have requested a donation from the Parish Council to support this project. Documents outlining potential costs had been submitted in advance of the meeting to Councillors to review. This donation request is an agenda item for this meeting.</p> <p>Both visitors left the meeting at the end of visitor’s questions.</p>	
<p>24/004 – To receive and approve for signature, the minutes of the Ordinary Parish Council Meeting held on Tuesday 5th December 2023 Councillors agreed to accept and note as a true and accurate record of this meeting. Proposed by Cllr. Hobson seconded by Cllr. Gallagher and agreed by Council. The approved minutes were signed by the Chair.</p> <p>To receive and approve for signature the minutes of the 2024/25 Precept Meeting held on Tuesday 16th January 2024. Councillors agreed to accept and note as a true and accurate record of this meeting. Proposed by Cllr. Hobson seconded by Cllr. East and agreed by Council. The approved minutes were signed by the Chair.</p> <p>Resolve: That the approved minutes of the December 2023 Ordinary Parish Council Meeting and the 2024/25 Precept meeting be posted on the Parish Council website.</p>	Clerk
<p>24/005 – To note any matters arising from the December 2023 meeting minutes not included on this agenda for report only 23/147 – The Clerk advised that he was waiting for approval to site “pick up dog waste” signs on Butt Lane Bridleway. 23/155 – The Clerk advised that he had started the application process with Unity Trust but felt a Councillor should be in attendance when this application is being completed. Resolve: Cllr. Peel and Clerk will complete the application process together. 23/158 – The Clerk understands that one barn at Firs Farm still has to be cleared when EA approval is received. This work should take one week when started.</p>	Clerk / Cllr Peel
<p>24/006 – Finance December 2023 Bank Statements, Cashbook Reconciliation, Bank Reconciliation were presented by the Clerk for noting.</p>	

<p>January 2024 Bank Statements, Cashbook Reconciliation, Bank Reconciliation and YTD Overview were presented by the Clerk for noting. The Parish Council accepted the December 2023 and January 2024 bank statements and reports presented, as an accurate representation of the financial transactions undertaken by the Clerk on behalf of the Parish Council during December 2023 and January 2024.</p>	
<p>24/007 – Planning Overview The December 2023 and January 2024 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>24/008 – Standing Orders The revised Standing Orders were circulated to Councillors in advance of the meeting for review. As there were no further questions or comments, Cllr. Hobson proposed acceptance of the revised Standing Orders, and this was seconded by Cllr. Bolter and agreed by Council. Cllr. Hobson thanked Cllr East for the work he had undertaken on this review. Resolve: Clerk to print hard copy of revised Standing Orders for each Cllr.</p>	Clerk
<p>24/009 – Millennium Pavilion Solar Street Lamps The Clerk advised that he understands Statom have placed the order for the solar streetlights, but he has not had any written confirmation of this, despite a request. The quotation received for the installation of three streetlights was reviewed. After discussion, Cllr. Hobson proposed acceptance of the quotation. This was seconded by Cllr. Forman and agreed by Council. Resolve: Clerk to advise contractor of the Council’s acceptance of his quotation.</p> <p>Pavilion Furniture After a review of the sample chair, Cllr. Forman proposed an order is placed for a further 27 chairs. This was seconded by Cllr. Peel and agreed by Council. It was agreed that the sample table, did not meet the requirements and therefore the search would continue to find a suitable table. Resolve: Clerk to place order for 27 black stackable meeting chairs with black legs. Resolve: Cllr. Hobson and Peel to continue to research table options</p>	Clerk Clerk Cllr. Hobson / Cllr Peel
<p>24/010 – Parish Maintenance A quotation for installation of waste bin base and bench at Pavilion was reviewed. Cllr. Bolter proposed acceptance of this quotation. This was seconded Cllr. Peel and agreed by Council. Resolve: Clerk to advise contractor on acceptance of the quotation. A quotation for weed spraying at Scout Hut March and September was reviewed. Cllr. Forman proposed acceptance of the quotation. This was seconded Cllr. East and agreed by Council. Resolve: Clerk to advise contractor on acceptance of the quotation. A quotation for required hedge work at cemetery was reviewed Cllr. Bolter proposed acceptance of the quotation. This was seconded by Cllr. Hobson and agreed by Council. Resolve: Cllr. Forman to advise contractor of acceptance of the quote and confirm 14th February as the planned day for this work to be undertaken.</p>	Clerk Clerk Cllr. Forman
<p>24/011 – Parish Office After review of three quotations, it was agreed to accept one quotation and proceed with the purchase of a new laptop for the parish office.</p>	

<p>Councillor Hobson proposed acceptance of the preferred quotation. This was seconded by Cllr. Forman and agreed by Council. Resolve: Clerk to proceed and place order with preferred supplier.</p> <p>Electricity Contract renewal May 2024 The Clerk advised that the electricity contract for the parish office would be up for renewal in May. Some initial investigations with an independent agency would suggest that the charges for the day rate would increase by c 35% and Night Rate by c 50%. The Clerk will source three quotes for review at the March OPCM and for a decision to be made on a chosen supplier and tariff. Resolve: Clerk to source three electricity supply quotes for the March OPCM. Resolve: Clerk to add to March agenda.</p>	<p>Clerk</p> <p>Clerk Clerk</p>
<p>24/012 – PC Website Provider from 01/04/2024 Recent notification from Cuttlefish and 2 Commune advised of forthcoming changes to website hosting and management arrangements. It was agreed that Cllr. Peel will contact Cuttlefish and other potential website hosts to understand what options are available to HBPC at this time. Cllr East volunteered to support Cllr. Peel with this process. Resolve: Cllr. Peel to contact Cuttlefish and other website designers to understand website options going forward for Council review and decision at the March OPCM. Resolve: Clerk to add to March agenda.</p>	<p>Cllr. Peel / Cllr. East Clerk</p>
<p>24/013 – Church Clock – Donation After discussion, Cllr. Hobson proposed a donation of £750.00 from the Parish Council towards the clock face restoration project. This donation will be made available to the PCC on commencement of the project. This proposal was seconded by Cllr. Forman and agreed by the Council. Resolve: Clerk to advise the PCC of the Parish Council decision.</p>	<p>Clerk</p>
<p>24/014 – Old Green – Oak Tree The Council discussed the recent correspondence received in relation to the Oak Tree on the Old Green. The Clerk outlined the actions taken to date and the Council agreed on the response to the company concerned. Resolve: Clerk to forward response on behalf of the Council.</p>	<p>Clerk</p>
<p>24/015 – Neighbourhood Plan – Review Options As part of the original Neighbourhood Plan process in 2019/20, it was agreed to review the Neighbourhood Plan every five years. In order to understand the level of review that may be required, each councillor was requested to appraise the Plan and feedback any comments or observations at the March OPCM. Copies of the Neighbourhood Plan was issued to Cllr’s. who were not part of the 2019/20 process. Resolve: Cllrs. to review the Neighbourhood plan in advance of the March OPCM. Resolve: Clerk to add this to the March OPCM agenda.</p>	<p>Cllrs. Clerk</p>
<p>24/016 – Police & Crime Commissioner – Parish Engagement Meeting Feedback Cllr. Bolter who attended this session on behalf of the Parish Council, gave an overview of this meeting held in January. In general, his view was that this meeting did not add any particular value to the ongoing relationship between Councils and Leicestershire Police.</p>	
<p>24/017 – Planter Adoption Plan Update Cllr. Peel advised that he was having difficulty in contacting 2 of the 3 volunteers who came forward. The Clerk agreed to try and check contact details. It was agreed to wait until spring before any work to see what existing plants will appear. Resolve: Clerk to try and check contact details for volunteers.</p>	<p>Clerk</p>

<p>24/018 – D Day 80th Anniversary 6TH June 2024 It was agreed that the beacon would be lit on the 6th of June in line with national guidelines. Cllr. Bolter advised he will organise for some commemorative flags to be placed around the village. Resolve: Cllr. Forman to organise logistics for the beacon lighting. Resolve: Cllr. Bolter to organise commemorative flags.</p>	<p>Cllr. Forman Cllr. Bolter</p>
<p>24/019 – Any Other Business The Clerk confirmed that both sets of mole hills that have appeared on the Playing Field have been reported. It was noted that the path around the Pavilion (excluding the front) was currently very muddy.</p>	
<p>24/020 - Confirmation of date and time of next meeting</p> <p style="text-align: center;">There will be an Ordinary Parish Council Meeting held on Tuesday 5th March 2024 at 7.30pm in the Sports Pavilion</p> <p style="text-align: center;">There being no further business, the meeting closed at 21.50.</p> <p>Signed _____ Date _____</p>	