

<b>EAST GOSCOTE PARISH COUNCIL</b>
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Minutes of a full Council Meeting held on Wednesday 12<sup>th</sup> June 2013 at 6.30pm in the Village Hall.

Present:

Mr R Black	Mrs J Kyle
Mr D Eden	Mrs S Lander
Mr D Walton	Mr R Merry-Howe

Cllr D Houseman	Mr. N Shivers	PCSO Geeson
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- 13/043     **Apologies for absence:** Mrs M Cadle, Mrs Y Smith, Mrs K Barber, Mrs K McCalman, Mrs C Duffy and Ellen Hewitt.
- 13/044     **To report any declarations of interest:** Mr Black, Mrs Kyle re VHMC,
- 13/045     **To confirm the minutes of the last full council meeting held on 08<sup>th</sup> May 2013**  
The minutes were agreed as a true and accurate record of the proceedings
- 13/046     **Matters arising from the minutes**  
12/250 – Waste Charges have been reviewed and the Clerk confirmed that we currently have the best deal available.  
12/266 - The roundabout entrapment issue has been repaired and Councillors were shown photographs of the improvement.  
13/021- Funding for youth projects – Cllr Lander did not apply  
13/025- Cllr Barber is in the process of becoming a Bank Signatory  
13/029 – Wildlife Grant – Cllr Cadle is working on this – July Agenda  
13/029 – Twinning Association – Next Agenda  
13/029 – Cllr Eden said he did not wish to send a written apology to Cllr Barber.  
13/032 – The Chairman and Clerk are still to review the standing orders.  
13/037 – Fencing to playing field boundary – Jelsons have yet to reply following the meeting between our Chairman and Stuart Wilson in April.  
13/018 – The issue with dog fouling around the village seems to have improved.  
13/033 – Nothing has been received regarding the Leicestershire wide code of conduct.  
13/036 – No update regarding the fencing around the scout hut.  
13/040 – Cllr Walton asked the Clerk to advertising the availability of the senior pitch for the forthcoming season. We do currently advertise on a website called “pitchfinder”.
- 13/047     **Matters arising from the Public**  
Mr Shivers said that since “Sims public house” have cut the trees on the front of the pub, it looks very untidy and is a poor representation of the village. Many residents are complaining and are being advised to write to the landlord direct.
- 13/048     **Matters arising from the Police**  
PCSO Geeson gave all Councillors a written report for incidents between 1.05.13 to 12.06.13. Good news that there were no burglaries during this period. There were a total of 6 crimes recorded. PCSO Geeson attended the fete and gave out a large quantity of window shock alarms. He also will be visiting the school to give a talk on Stranger Danger.

The chairman raised the following issues which have been raised for some months now, without action:-

1. **Nhood Watch** – PCSO Geeson would like to resurrect the scheme and hold a meeting in the village hall. After much discussion it was agreed that the event would best be advertised in the next edition of the long furrow, along with leaflets to all groups. It will be held in September and PCSO Geeson will liaise with Ellen Hewitt to arrange.
2. **Speed Gun Operations** – The Council have been advised by the police on many occasions that the police will undertake some speed gun monitoring and issue tickets if necessary. The Council have carried out their own speedwatch initiative and established that there is an average speed of 41 miles phr around the village, in a 30mpr zone. The police now need to carry out their speed gun testing to follow this up. We were informed by PC Hall on April 10<sup>th</sup> that a speed gun operation would be held “in the near future”.
3. **Dog Muzzle enforcement** – A resident received a court order on 4<sup>th</sup> July 2012 to ensure that his dog was muzzled at all times. Despite reporting to the police that this is not being enforced, and being witnessed by the PCSO who has also discussed the matter with the resident, he continues to allow his dog to walk around the village without a muzzle. **RESOLVED** that we write to Inspector McCabe and Sir Clive Loader to explain that we are very disappointed that the police have not yet managed to enforce this court order or take further action against the resident who is breaking the conditions of the order.
4. **Crime Prevention visits** – do not appear to have taken place with our PCSO due to either party cancelling dates. PCSO Geeson will provide the office with new dates and these will be arranged as agreed at our meeting in December 2012.
5. **Car cruising** – Cllr Lander advised PCSO Geeson that approximately 20 cars and bikes were again meeting on “The Warren” and creating a lot of disturbance to residents. (Tuesday 11<sup>th</sup> June). Unfortunately if no one calls the police – no action can be taken. It was agreed that Cllr Lander would always dial 101 and report any incidents of disturbance. She will also log them and report back to the council.

Cllr Eden thanked PCSO Geeson for all his work “Getting to know” the children of the village. Also Cllr Lander thanked him for all his work and support to the residents of Merchants Common who were the victims of Anti-social behavior.

13/049

### **County Councillors Report**

Mr Houseman congratulated Mr Merry-Howe on being co-opted to the Council. He also confirmed that the bus stand on Long Furrow had now been marked out by LCC.

He also explained in detail to the Councillors, that the County Council will be struggling financially to a greater extent than has ever been experienced before. The County Council budget, as a whole, over the next 5 years, will see a reduction of approximately one third, £100 million which could have a great impact on everyone. Some services may be reconfigured, and some services, for example road repairs, make take longer, however, all services will be under review to make savings.

In particular Mr Houseman spoke about the Adult social care budget and the savings they have to make (£43 million over the next 5 years). Working strategies are in place to review all practices and help make these savings.

On a different note, he mentioned one national change, which is the proposed cap outlined in the Care Bill which is presently going through parliament.

The bill is to reform the law relating to care and support for adults and the law relating to support for carers, it has provisions about safeguarding adults from abuse or neglect

and it makes provision regarding care standards.

This offers the prospect of a coherent future care framework, a cap for those with high care costs (with the service user only paying up to a certain level for their care costs) and new methods of dealing with hospital failure. Some clarification is expected on 26<sup>th</sup> June by Mr Osborne MP.

The Chairman thanked Mr Houseman, there were no questions.

13/050

#### **Borough Councillors Report**

Cathy Duffy sent a written report for Councillor consideration. It included the following information:-

- a) Charnwood BC are asking residents to choose their three biggest environmental gripes so officers can take action during its' award-winning "Don't Muck around campaign". "We are essentially inviting residents to take control of the council and steer it in the direction they want it to go – it is really is Big Society in action. To find out how to have your say visit [www.charnwood.gov.uk/dma2013](http://www.charnwood.gov.uk/dma2013).
- b) Offenders hit with £400 bills after first ever court prosecution for dog fouling. Two people who failed to clear up after their dogs have become the first in Charnwood to be prosecuted in court on May 24<sup>th</sup>. They were taken to court after failing to pay the £80 fixed penalty notices.
- c) Road shows aim to tackle anti-social behavior. A series of summer road shows will focus on improving lives for residents in Charnwood. 10 events will be held between June and September. We will advertise the event if it comes to East Goscote.
- d) A Borough Councillor surgery was held on 1<sup>st</sup> June – no residents attended.

13/051

#### **Reports from Reps on other Committees**

**VHMC** - The AGM was held on June 5<sup>th</sup> 2013.

- The audited accounts and chairman's report were tabled
- Regular bookings decreased by 16.9% due to the loss of Melody Bear
- Occasional Bookings increased by 13.2%
- The committee will be obtaining a roof and floor structural survey
- A community buildings grant is being applied for. This is to replace the signs around the hall, and a new kitchen door.
- The hall will be closed w/c 29<sup>th</sup> July to strip and re-polish the floor.

The next meeting will be held on Monday September 2nd at 1.30pm.

**LONG FURROW** – No report

**PAV & PLAYING FIELD** – Playground checks are due to be completed in June by Mr Walton.

**NEIGHBOURHOOD WATCH** – No Report

**TREES** –Cllr Merry Howe received an email from Beedles Lake asking for advice, he also asked for information regarding the village trees. Our Surveys will be given to Cllr Merry Howe for his information. There is a willow tree needing attention by the Brook. He agreed to report this to Chris Buckingham at Charnwood.

13/052

#### **Proposed Accounts**

Accounts to the sum of £5581.31 were accepted by the Council

13/053

**Correspondence**

A list of correspondence received was given out to all Councillors present

- A letter was read out from Ian Clarke regarding speeding and discussions took place regarding traffic calming measures. Speeding will be discussed at our next meeting.
  - Reporting HGV's contravening the weight restrictions – This was passed to the road safety committee members for their consideration.(KB/RMH)
  - County Council Conference – 9<sup>th</sup> July – The Chairman and one other councilor will attend.
  - Summer Activities on the playing field – agreed 19<sup>th</sup> August.
  - Saving Lives from sudden cardiac arrest – The Council were invited to take part in a project to provide a community defibrillator. The cost of the cabinet was £1500 and the defibrillator would be FOC. Cllr Eden said he would like to look into this project with a view to raising the money needed.

13/054

**Planning Matters**

The Clerk advised Councillors that planning requirements had changed from 30.05.2013.

The new rules allow single storey extensions to be built with a length up to 6m (For attached houses) or 8m (For detached houses) to be erected during the 3 year period from 30<sup>th</sup> May 2013 – 30<sup>th</sup> May 2016. Basic information and a system of prior approval has been introduced so anyone wishing to build such an extension will need to notify Charnwood.

13/055

**Completion of the Annual Return****a/Review effectiveness of the Internal Audit**

**Resolved** that the comments of the Responsible Financial Officer be noted and the Council, having reviewed the effectiveness of the system of internal audit, approves the current arrangements. The Statement on Internal Control, for the year ending 31<sup>st</sup> March 2013 was signed by the Chairman.

**b) To Consider the internal audit report.**

A very comprehensive report was given to the council which included Internal audit compliance testing (38 tests), internal audit procedure and the report. There were four levels of opinion, the best being “good”. The auditor felt that we have “good” controls in place, and overall the accounts and other records are maintained to a very satisfactory level which is a reflection of the quality and standard of the work applied. Six recommendations were made by the auditor although two of these relate to a level that exceeds the expected level and therefore the question is whether the extra level of control is necessary.

The six recommendations are:-

- 1) The Job description of the Clerk including the role of the financial officer is reviewed.(Advise will be obtained from SLCC/NALC)
- 2) Cheques need not be returned - The Council agreed that we would continue to do this additional work.
- 3) Create a more comprehensive risk policy – The Clerk has written this and circulated for the council's attention.
- 4) Discontinue the manual payroll recording – The clerk requested that she continue with this although it is extra work, she finds the written information about the payroll very useful.
- 5) The Council need to give consideration to the pension arrangements of employees prior to the “auto enrolment”. The Clerk advised that this is due

to be introduced in the next few years, and we would need to precept. It would only apply to the Clerk, not the other staff.

- 6) Include the cost value of the asset in the asset register. A new asset register has been produced for the council to consider which includes all the requirements.

The Report was duly signed as received.

**c/Approval of the statement of Assurance**

Resolved that the statement of assurance be approved and signed by the Council Chairman.

**d/Approval of the Statement of Accounts**

The annual accounts contained in the annual return for the period ending 31<sup>st</sup> March 2013 were approved and signed by the Council Chairman.

**e/Approval of our Asset Register**

The Clerk following advice from the internal auditor, completed a new type of asset register listing values along with insurance values, in year additions and disposals. Cllr Walton said that the value of the land at Broome Lane should state the actual cost value, not the nominal value. The Clerk agreed to change this.

The Council approved the register and the chairman duly signed.

13/056

**a) Approval of risk assessment and management policy.**

The Clerk, with the help of the auditor, provided the council with a new risk assessment policy. This was circulated to all Councillors with the agenda for them to read. The Council approved the new policy which was signed by the Chairman and Vice Chairman. It will be reviewed again in June 2014.

**b) Review of our Risk Register.**

The risk register was issued to all councilors with the agenda. This was considered, approved and signed by the Chairman.

The Chairman said that the Clerk has worked particularly hard to update many policies and registers along with preparing for the internal and external audit. He would like to record his thanks for all her hard work.

**c) To receive the risk assessments for the street furniture and pavilion.**

Cllr Walton attended the risk assessment inspections with Simon Riley who we appointed to do this work professionally this year, at a cost of £150. He read out some of the issues, and presented photographs of some problems. He will finalise the report and include an "action work list". This will be circulated for Councillor consideration at our next meeting.

13/057

**Review of Policies – To consider and approve**

The staffing committee have read in detail all policies which have been written using templates/advice from NALC and SLCC.

- 1) Disciplinary policy – Duly approved and signed
- 2) Grievance policy – Duly approved and signed. Staff will be given a copy of the disciplinary and grievance policy.
- 3) Complaints policy – Duly approved and signed.
- 4) Health and safety policy – Duly approved and signed.

13/058

**To consider possible extinguishment of public footpath 173 – Broome Lane**

Councillors felt that this footpath was well used by our residents and we should inform LCC that we would prefer for it to remain open, although would like to see improved health and safety monitoring, as the gate has required repairs of late.

- 13/059      **To consider quotes for the pavilion driveway.**  
The Chairman advised Councillors that we had received two written quotes for the tarmacking works to the driveway, and unfortunately, Jelsons had declined to quote. It was RESOLVED that in order for the works to be booked, we would obtain a further quote, and place a ceiling on the cost of the works at £6095 plus VAT. Cllr Eden asked if he could obtain the third quote from “Brookside”. This was agreed although the Chairman asked that he refrain from advising them of any details (Financial) from the other quotes. It was agreed that the works would be carried out during week commencing 5<sup>th</sup> August, when access to the pavilion and scout hut would be closed.
- 13/060      **Staffing Matters – To review the caretaker and office staff working hours (confidential)**  
See confidential minute.
- 13/061      **Maintenance**  
Sheets was handed in by Cllrs: Kyle/Eden/Lander/Walton/Cadle
- 13/062      **Items approved for Expenditure**  
Pavilion Driveway
- 13/063      **Urgent items by permission of the Chairman**  
Cllr Eden asked who was responsible for the drains and lighting at the garages, to the side of Broomfield. He was given the name of Stuart Wilson at Jelsons, as these properties belong to them.

Date of next Meeting: **Wednesday July 10<sup>th</sup>**

**at 6.30pm in the Village Hall**

The Meeting closed at 9.00 pm

L. Pizer  
14th June 2013

