

**EAST GOSCOTE PARISH COUNCIL**

Minutes of the Annual General Meeting held on Wednesday 11<sup>th</sup> May 2016  
at 6.30pm in the Village Hall.

Present:

Ms S Lander	Mrs L Castle
Mrs S Gerrard	Mr J Malpus
Mr R M Howe	Miss L Needham
Mrs E Garner	

Mrs C Taylor (Admin Assistant)      Mrs L Pizer (Clerk)

4 Members of the public

16/010      **Election of Chairman**

Sally Lander was elected as Chairman and duly signed the declaration of office.

16/011      **Election of Vice Chairman**

John Malpus was elected as Vice-Chairman and duly signed the declaration of office.

16/012      **Disqualification/Co-option of new members**

The Chairman informed the meeting that Mr D Eden was disqualified on April 14<sup>th</sup> due to non-attendance for a period of 6 months. The vacancy has been advertised and we have been informed that we may now co-opt and no election has been called.

16/013      **Declarations of acceptance of Office**

The Proper Officer duly signed the declarations of office from the Chair and Vice Chair.

16/014      **Declarations of interests/Register of Interest to be Completed**

Cllr Malpus and Needham declared their personal interest regarding the Library Funding.

Cllr Lander declared her personal interest regarding the village hall funding.

Cllr Malpus declared his interest regarding the Long Furrow Magazine.

Cllr Lander re Chairman's Allowance

Cllr Malpus re Vice-Chairman's Allowance

All Councillors were given their register of interests update form and asked to complete if there are any changes.

16/015      **Presentation to Mr Nick Shivers**

The Chairman presented Mr Shivers with gifts from the Parish Council for his excellent work during his time employed by the Council (April 03- April 16) a total of 13 years.

Members of the community also raised funds for a gift which was presented to Mr Shivers. The Chairman said that "Nick was the face of the village and will be much missed. Each Councillor gave their thanks to Nick for all his hard work.

16/016      **Matters arising from the public (Meeting adjourned)**

Mr Black thanked Mr Shivers for all his hard work around the village whilst he was the Chairman.

One resident explained that the speeding situation around the Long Furrow has not improved and although police checks were carried out on the Melton Road, it was felt that the Long Furrow should have some police monitoring.

Cllr Garner said that the cars parking on Long Furrow is sometimes a problem when buses use the centre of the road, oncoming traffic have nowhere to go – Cllr Needham is contacting Arriva on an issue regarding the service and will raise this issue also.

Mr Shivers asked Cllr Gerrard for an update regarding the footpath fronting Rearsby Roses, she said she was in communication with Neil Thompson but had nothing further to report. The Clerk confirmed that the drawings for traffic calming measures, part of this application, did state that a footpath was being installed. On Behalf of Cllr Preston, the Clerk has written to Neil Thompson regarding this. Cllr Gerrard has also written to him, as requested, and was asked to forward a copy of her correspondence to the Clerk.

16/017 **Apologies for Absence:** Cllr Dave Houseman, Cllr K Preston, Cllr C Duffy

16/018 **To confirm the minutes of the last full council meetings (March 9<sup>th</sup> )**

The minutes of the meeting held on March 9<sup>th</sup> were accepted as a true and correct record of the proceedings.

16/019 **Matters arising from the minutes**

- 15/210 – Footpath fronting Rearsby Roses – Cllr Gerrard to send copies of correspondence regarding this.
- 15/212 – Fleury Court Works – Cllr Gerrard confirmed that a Charnwood officer advised her that the works were complete. Cllr Castle said that she had particularly asked that Cllr Gerrard check the work herself.
- 15/212 – The Clerk confirmed that Cllr Gerrard did not supply the council tax information as requested.
- 15/215 Front of Sims – Health and safety aspect – Cllr Gerrard said that she had emailed the relevant department at Charnwood – she will send a copy to the Clerk.
- 15/236 – The pavilion and playground checks were completed on 10<sup>th</sup> May by the new caretaker – satisfactory – no major problems
- 15/242 – Queens 90<sup>th</sup> Birthday – Broomfield Children to plant seed bombs – A date has been chosen of Friday 10<sup>th</sup> June when the children will visit the jubilee playing fields to plant the seeds. The “seed bombs” need to be made and Cllr Needham agreed to do this. She needed at least two other Councillors to help. It was agreed that the pre-school (Cllr Lander and Castle) would make some of them, and a date will be circulated to all Councillors to make more of them.
- 15/229 – PCSO Geeson to contact the resident – Admin Assistant to provide the information.
- 15/213- Still no reply regarding the Industrial Estate inspections.

16/020 **Matters arising from the Police**

None present.

16/021 **Reports from Reps on other Committees**

**VHMC** – A meeting was held on April 28th 2016.

- AGM June 22nd 7.00pm in the Council offices
- New updated Terms of letting were agreed
- Curtains will be installed in the coming months
- Pat testing completed
- The village hall porch roof has been replaced
- The gas contract has been reviewed and changed
- The committee are still working on the grant for the village hall roof and obtaining quotes
- The cleaner has left and temporary cover has been arranged

**LONG FURROW** – The magazine is on our website and will be delivered shortly. A new editor has been appointed who is very experienced.

**PLAYGROUND CHECKS** –All Councillors received the annual professional summary. Monthly Inspections were carried out by the caretaker on 10<sup>th</sup> May

**NEIGHBOURHOOD WATCH** – No report

**TREES** – Visual checks were carried out – no problems found

**LIBRARY UPDATE** – Cllr Malpus confirmed that the opening ceremony would be held on 4<sup>th</sup> June – an invite has been sent to the Chairman. The volunteer training commences next week.

**PARISH APP UPDATE** – The clerk confirmed that figures are still increasing and the app is being downloaded. Current figures are: Total users up to the end of March was 142, it is now 172 users.

To help with the marketing strategy we have purchased a roller banner at a cost of £38 to place in various buildings around the village ie library, church and at events. The clerk asked the council if they were happy for her to contact village organisations to promote events on our “events tab” – RESOLVED that we contact the various organisations to make the most of our app.

**CHRISTMAS EVENT** – The Chairman has spoken with Church representatives and they, in principle, have agreed to hold the Christmas event in the church alongside the Christmas tree festival. They will ensure that Santa has the relevant checks. On a future agenda the Council will consider supporting the event via a donation, or purchase of sweets/chocolate.

16/022

**To agree annual Subs and Donations**

Members took no part in the following discussions.

VHMC – Cllr Lander

Library – Cllr Malpus/Cllr Needham

Long Furrow – Cllr Malpus

RESOLVED that we subscribe to all the associations/societies listed on the attached sheet.

Donations with their own budget were agreed as follows:

VHMC - £500

Long Furrow – Cllr Malpus left the room £400.00

Library – Cllr Malpus left the room – He had submitted a letter for the council to consider. RESOLVED that a grant of £1000 be paid as this was allowed for in this year’s budget. The Chairman explained to Mr Malpus that we may not be so generous in future years.

Friendship Club – consider if a letter requested funding is submitted.

16/023

**Presentation of Deed and Trust Instruments**

All documents were available for inspection by members.

16/024

**Confirmation of Cheque Signatories for 2016/17.**

Current cheque signatories are: L Pizer our financial officer, Cllr Lander, Cllr Malpus and Cllr Castle – RESOLVED to accept the current signatories

16/025

**Appointment of Representatives**

RESOLVED that representatives were appointed as per the attached sheet.

16/026

**Proposed Accounts**

Accounts to the sum of £3415.59 were accepted by the council for May and £3875.35 for April.

- 16/027 **To approve the Village Hall's Annual Accounts (C Duffy and S Lander declared their interests)**  
The annual accounts were presented to all Councillors.  
RESOLVED that the accounts be approved by the Parish Council (trustees).  
Councillor Lander signed the accounts on behalf of the Council
- 16/028 **Correspondence**  
A List of correspondence received for April and May was issued to all Councillors present.
- Parish Improvements – S106 monies – Charnwood have asked for updated information regarding our priority improvements and the costs required. Cllr Malpus and Preston previously completed this form and will have a look at updating it.
  - Lease between Charnwood and the Council – sublease to the Scout group. The working party will meet to discuss this in the near future.
  - Resident letter regarding the village green parallel bars – we have recently had a professional inspection and will send details of this to the resident
  - Resident letter re business signs on a residential property – the signs have now been removed so we will inform the resident.
- 16/029 **To Consider Planning Applications**  
P16/0691 – Replacement of existing 14.7m high monopole for a 15.0m phase 5 monopole at The Warren – No objections.
- E16/0167- Long Furrow – Business signs have been removed
- E15/0594 – Broomfield – Still awaiting plans – letter received
- P16/0148/2 – Fox Hollow – permission granted.
- 16/030 a) **To approve the Chairman/Vice Chairman's Allowance payable for the year commencing May 2016**
- The Chairman declared her prejudicial interest and left the room.
  - RESOLVED that the Chairman's allowance of £500.00 would be paid and would be used for attendance at civic duties and the Chairman's expenses. This is fully inclusive and no other expense claims will be considered. A further amount of £100 will be available for purchase of gifts for retiring Councillors/staff if required. This allowance is paid upon completion of one year's service in April 2017 and is not paid on a monthly basis.
  - The Chairman returned and asked the Vice Chairman to leave the room.
  - The Council also considered paying a Vice Chairman's allowance, as the Vice Chairman was working closely with the Chairman and gives up a lot of his own time. RESOLVED that an allowance of £200 be paid in April 2017 to the Vice Chairman upon completion of one years' service.
- 16/031 **To consider the Annual Playground Inspection Report**  
The Clerk has emailed all Councillors with the full inspection report and risk assessment. Also a summary sheet of actions had been issued to Councillors with the agenda. It was noted that all play areas are low risk and the identified actions will be addressed if possible by our caretaker. The new equipment on the village green where issues were noted has been addressed by the Contractor and comments made.
- 16/032 **To consider the options for our website contract/domain name.**  
The Clerk issued comprehensive information regarding two options for our website. A demo was available from the prospective new supplier that the Councillors were asked to view prior to the meeting.

Our existing website framework was available to renew on a three year contract along with the domain name for two years.

After taking into consideration all the factors it was RESOLVED that we would transfer to the new supplier as this was the best value option. It was noted that we cannot renew the current domain name and that an available option was eastgoscotepc.org.uk. The council agreed to change the domain name to the new option. The office staff would need to re-populate the new website and it was noted that this would be a lot of additional work. If any Councillor wishes to see any changes to the layout – please contact the Clerk as soon as possible.

16/033 **To consider applying for An Awards for all Grant for Healthy living (Fitness Equipment).**

Councillors were given details of a possible grant application to the Awards for All Scheme. Consideration was given to 3 schemes detailing 5,6 and 7 items and the costs involved. It was agreed that we would apply for a grant for the installation of 6 items of fitness equipment. The maximum grant available was £10,000 and the total project cost was £11,710. It was agreed that we would use our contingency budget to fund the additional cost.

Delegated powers were given to the clerk to complete the application form on our behalf and provide all the necessary information.

A letter of acceptance was signed to confirm that we would use “Streetscape” to provide the goods, who would give support completing the application form. Location was discussed and it was agreed that we would install the equipment (if successful) adjacent to the play area and sports wall – in between the football pitches. The Clerk will work on this project as soon as possible. The timescale for consideration of the application is 6 weeks, so if successful it would be installed during August/September. Cllr Merry-Howe asked if we could confirm the guarantee on this equipment.

16/034 **To consider a new quote for the repair to the Multi Sports Court**

Our previous quote could not be fulfilled due to a lorry problem with the contractor. We therefore have found an alternative quote at a similar price. RESOLVED to go ahead with the works for a sum of £499.00.

16/035 **To Review the Council Insurance Policy.**

Our Current insurance policy is with Aviva through brokers “Came and Company” until 30<sup>th</sup> September 2017. The Clerk and Chairman will review the policy to check everything is covered particularly following the new equipment which will hopefully be installed this summer and will inevitably create an additional premium along with the Tennis Court.

16/036 **Football issues – To approve the conditions of hire/policies**

Councillors were provided with the policies prior to the meeting and details of new conditions to be added following changes to payment details. RESOLVED to accept the policies. Cllr Gerrard abstained due to the fact that she felt the final statement re approval to be unlawful. The Chairman said that our clerk has extensive knowledge and felt that her comments were highly inappropriate.

16/037 **To Ratify Pitch Allocations 2016/17**

This year demand exceeds supply and a list of applicants was submitted with the agenda to all Councillors for consideration. RESOLVED to allocate pitches as follows:-

1. Senior Pitch allocated to Pukka Pies and East Goscote Juniors Under 15’s
2. Under 7/8 (40 x 30) allocated to East Goscote Junior under 8’s x 1 teams (Vacancy)
3. Under 9/10 (60 x 40) allocated to East Goscote United Under 10’s and East Goscote Juniors Under 9’s.
4. Junior Pitch( 80 x 50) allocated to East Goscote United Girls 14’s and

East Goscote United Under 13's boys.

The senior pitch and the Under 9/10 pitch were oversubscribed. Applications were declined from St Marks FC and East Goscote Girls Under 12's.

Cllrs Castle and Garner asked that we contact the football teams with regards to the parking in Hunstmans Dale which continues to be inconsiderate to local residents.

- 16/038      **To Appoint an Internal Auditor**  
RESOLVED that Mr Richard Wilcox will carry out the internal audit for the accounts ending March 2016 (this is being carried out and is expecting to be signed off and findings reported to the council at the next meeting). Mr Wilcox will also be asked to carry out the audit for this current financial year ending March 2017. He submitted terms and conditions which will be read by Cllr Merry Howe and delegated powers were given to the Chairman to sign if acceptable. There will now be a fixed fee of £235 for completion of the internal audit.
- 16/039      **To consider adopting the buffer zone/structural planting on Lilac Way.**  
Cllr Malpus and Merry-Howe visited the site along with the Clerk and took photographs of the area. The Clerk said that parts of the buffer zone had already been fenced off by home owners and the gated access to the area at both points was either padlocked or blocked. The Chairman suggested that the council do not take over this land. RESOLVED that we continue to object to the change of use, but do not wish to take over the land ourselves.
- 16/040      **Staffing Matters Update (confidential)**  
Standing order 18 was invoked and the public were asked to leave the meeting – see confidential minute.
- 16/041      **Maintenance sheets** – were provided by Councillors – Sheets required from Cllrs Lander, Duffy, and Needham
- 16/042      **Items Approved for expenditure**  
Subs and Donations                      Website Contract  
Chairman's Allowance                      Multi Sports Court Repair  
Vice Chairman's Allowance              Awards for All Grant
- 16/043      **Urgent items by permission of the Chairman**

The Meeting closed at 8.50pm

L. Pizer  
12th May 2016