

EAST GOSCOTE PARISH COUNCIL

Minutes of a full Council Meeting held on Wednesday 14th June 2017 at 6.30pm in the Village Hall.

Present:

Mr J Malpus	Mrs E Garner
Mrs S Gerrard	Mr R Merry-Howe
Mr M Gonulalan	Mrs L Castle
Mr K Preston	
PCSO Geeson	

17/041 **Matters arising from the Public (Meeting Adjourned)**

17/042 **Apologies for absence:** Cllr L Needham, Cllr J Poland, Cllr S Lander, and Cllr C Duffy

17/043 **To report any declarations of interest:** Cllr Malpus re library, Long Furrow Magazine and Christmas event.
A letter of resignation has been received from the Vice Chairman Mr Merry-Howe. Mr John Malpus was elected as Vice Chairman and duly signed the declaration of acceptance of office. The Vice Chairman continued to Chair the meeting due to the absence of the Chairman.

17/044 **To confirm the minutes of the last full council meeting held on 10th May 2017**
The minutes were agreed as a true and accurate record of the proceedings.

17/045 **Matters arising from the minutes**

- 17/022 – The clerk has received cheque signatory forms from the bank for Cllr Merry Howe to complete and take to the bank.
- 16/232 – No further update from Wreake Valley re the defibrillator
- 16/232 – CPR training for residents – the clerk will research this and include on the next agenda.

17/046 **Matters arising from the Police**

PCSO Geeson was present, and informed the members present that there had been 5 incidents in May. He visited the football teams following a complaint of someone climbing over the fence and spoke with all the teams that were training.
Meet and greet the police sessions are no longer taking place in the library.

17/047 **County Councillors Report**

Cllr Poland was not present. His report will be circulated to Councillors at a later date.

17/048 **Borough Councillors Report**

Cllr Gerrard gave the Clerk information from the Chief Constable regarding safety following the terrorist attacks in London and Manchester, which was copied to all Councillors.

The Borough Councillors report stated:-

- No one has got back to me regarding the pavilion however others have come forward showing interest.
- Christmas Tree – why wasn't there a tree by the Parish Council last year. The clerk confirmed that this is a voluntary event carried out by Councillors. If no one offers to decorate and install the tree, then it doesn't happen.
Cllr Garner said she would help this coming year.
- Nothing to report at Charnwood.
- Street Lighting – This is an issue with residents at the moment – The

Chairman asked where there were problems to which Cllr Gerrard said Merchants Common. Cllr Gerrard was informed this was private land owned by Jelsons – Cllr Gerrard stated that she has been in touch with Jelsons.

- Planning – Cllr Gerrard confirmed she will respond “No comment” to all applications. Cllr Preston had taken advice and informed Cllr Gerrard that she could comment if she felt strongly about an application.
- Scout fete – was well attended.
- Problems with rats, Squires Ride.

17/049

Reports from Reps on other Committees

VHMC – AGM will be held on 21st June

LONG FURROW – A meeting was held by the committee to discuss the future of the Long Furrow Magazine. Cllr Malpus said that they had agreed to continue with the production as before and would be running a survey. The annual accounts and costs of printing along with income for the last four editions were received. A survey is being undertaken in the Library to ask residents “Do you read the Long Furrow”. Our assistant Clerk will try to include a survey on our app.

PAV & PLAYING FIELD – Playground checks were completed by Cllr Castle and Garner– the Clerk will complete a pavilion check by the end of June.

NEIGHBOURHOOD WATCH – Nothing to report.

TREES – Cllr Merry-Howe will accompany Mr Webbon, who attended our last meeting, to show him the trees which belong to the Parish Council. An inspection was undertaken this month by Cllr Merry-Howe who will forward two concerns to the Clerk.

LIBRARY – Fundraising is taking place, the garage sale raised over £150, the volunteers are holding coffee mornings, and reading events along with raffles to try to increase the library income. Cllr Malpus emailed a report to all Councillors which included details of increased footfall and confirmation that the library volunteers would be happy to run the Santa event giving out gifts to the Children.

CHRISTMAS EVENT – The library committee have agreed to hold the Santa event this year at the same time as the church tree festival. Sticker books will be given out as gifts as there are some left. It was agreed to order a further 50 sticker books.

PARISH APP – Total downloads were Android 160, Apple 341. Total website page views (last 12 months) 3367

17/050

Proposed Accounts

Accounts to the sum of £4192.80 were accepted by the Council

17/051

Correspondence

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

- Managing your defibrillator – details of a free training course was given to Cllr Gerrard.
- LCC Annual Parish Liaison event – Cllr Gonulalan will be attending, along with the Clerk and Admin Assistant. Cllr Gerrard will check her availability.
- Overgrown hedge on Broome Lane has been attended to.
- Charnwood Summer events – The Council approved use of the playing fields and pavilion free of charge for an event on Tuesday 8th August.

The Vice-Chair asked all Councillors if they could check their emails on a weekly basis and respond to the clerk via email when necessary. Very few Councillors are responding.

17/052

Planning Matters

P/17/1023/2 3 Broome Avenue, First floor Extension to front, roof alterations to garage and porch, single storey extension to rear – No Objections

P/17/0750/2 – Re-design of play area Rearsby Roses, Cllr Preston has responded individually – 6 Councillors replied generally approving the changes – No further comments were submitted.

P/17/1002/2 – Erection of 2 storey extension to side of dwelling at 104 Long Furrow – No objections

P/17/1031/2 – 4 The Chase, Erection of two storey extension to side, single storey extension to rear and single storey extension to front of dwelling – No objections

P/17/1164/2 – Erection of a boundary fence at 1 Squires Ride, East Goscote – No objections.

17/053

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 31st March 2017 was signed by the Vice-Chairman.

b) To consider the internal audit report.

A very comprehensive report was given to the council which included internal audit compliance testing, 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. Recommendations were made by the auditor. The recommendations are:-

- To upload the latest standing orders to the website.
- To review Financial Regs (Annually) and upload to website if any amendments.
- Consider adopting a Reserves Policy
- To consider a corporate debit/credit card to facilitate online purchases
- To consider a continuous cloud back up in addition to hard disk back up.

The Report was duly signed as received. The Finance Committee have all received the full report, Cllr Gerrard asked if she could also be sent a copy.

c) Approval of the statement of Assurance (Section 1)

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

17/054

Approval of the Statement of Accounts (Section 2)

a) The annual accounts contained in the annual return for the period ending 31st March 2017 were approved and signed by the Council Vice-Chairman.

b) Approval of our Asset Register

The Clerk issued the asset register listing values along with insurance values, in year additions and disposals.

The Council approved the register and the Vice Chairman duly signed it.

17/055

a) Approval of risk assessment and management policy

The Clerk provided the council with the risk assessment policy

The Council approved the policy which was signed by the Vice Chairman. It will be reviewed again in June 2018.

b) Approval of our Risk Register

The clerk issued the risk register which details all items which have any risk, and when they were last reviewed. The council approved the risk register.

17/056

Lease update between the Council/Charnwood and the Scout Group.

The working party met on May 30th to further consider the comments made by the scout group who responded on 8th June.

The working party will again meet with the Scout Group following further discussion with the Council. It was noted that we now need to offer our final terms so that the lease can be written and approved by 1st November. The WP will meet on 22nd June at 10.00am.

Charnwood have today sent their draft lease which the WP also needs to go through and offer any amendments to the full council on 12th July. A meeting with our solicitor will then be held.

17/057

Line Marking to Merchants Common Car Park

The Clerk read out a confirmation letter from Jelson Ltd, giving us permission to paint a disabled car parking space onto Merchants Common Car Park as per a resident request at our Annual General Meeting.

17/058

Staffing Meeting Update

The Chairman confirmed that all pension policies had been agreed along with ill-health insurance cover (the contract was duly signed). Also a new member of staff will be employed on a zero-hours contract.

17/059

Maintenance

None

17/060

Items approved for Expenditure

Line Marking Paint, Christmas gifts for Santa event.

17/061

Urgent items by permission of the Chairman - None

Date of next Meeting: **Wednesday July 12th 2017**
at 6.30pm in the Village Hall

It was agreed that the meeting in August will be postponed (summer recess) unless an emergency meeting is required to discuss the Leases.

The following meeting will be September 6th 2017.

The Meeting closed at 8.25 pm

L. Pizer
15th June 2017