

EARL SHILTON TOWN COUNCIL
MINUTES of the FULL COUNCIL MEETING

Held at 7:30 p.m. on
Tuesday 08 October 2019
At *The Stute*, Station Rd., Earl Shilton, LE9 7GA.

MEMBERS PRESENT:

Councillors: Mrs CM Coe, Chairman & Town Mayor, M Leman, Deputy Chairman & Deputy Town Mayor, Mrs C Allen, R Allen, Ms D Almey, Ms J Duplock, B Granger, Mrs G Granger, K Lapsley, and Ms S Mannion.

County/Borough Councillors: Cllr Mrs J Richards, Mrs C Allen, R Allen and C Ladkin

In attendance: Town Clerk: Mr ME Jackson.
Members of public: One as recorded.

19/092 *Chairman's welcome and opening remarks.*

The Chairman warmly welcomed members especially as the central heating is now on in the meeting room. Cllr Coe informed members that earlier in the day she had attended the 'Ada Lovelace Exhibition' at the Atkins Building in Hinckley. The Chairman encouraged members and others to attend this tribute to a gifted worthy early pioneer of modern computer mathematics in an era when it was uncommon for a woman of any status to show such interest, ability and make a definitive contribution.

Noted and received.

19/093 *To receive apologies for member and other cllr absence.*

Town Cllrs: Mrs A Burton, A Darker and Ms V Darker submitted to the Town Clerk with reasons their apologies for absence in advance of the meeting. These apologies and reasons were recorded by the Town Clerk and brought forward to the meeting for consideration.

Resolved: to accept the tabled apology for absence from Cllr Mrs A Burton as stated and recorded.

Resolved: not to accept the tabled apologies for absence from Cllrs A Darker and Ms V Darker. (The Town Clerk is to inform both these Cllrs in writing of the members' decision explaining reasoning and consequences.)

19/094 *Declarations of interests. To receive disclosures of member's interests, i.e. the existence and the nature of those interests in respect of items on this agenda.*
None.

19/095 *To receive and approve as a true record the minutes of the Full Council meeting held on Tues 10 September 2019.*

Resolved: to accept as a true record of the Full Council meeting of the 10 September 2019; the minutes tabled for the Chairman's signature and already distributed in approved draft to members with their agenda packs.

- 19/096 *To consider filling a member casual vacancy by co-option in lieu of by-election.*

Members were informed that the process to co-opt a Town Cllr was now closed off as 10 or more resident electors of Westfield Ward have applied in writing to the Borough Council electoral services Officer for a by-election that, at the latest, will have to be held by the 09 Dec 19. Members and the public will be kept informed of the confirmed date for the by-election.

Noted and received.

- 19/097 *Public Participation:*

a. *Public speaking protocol – requests received by the protocol deadline to be submitted to the Clerk with details of the agenda item they wish to address or relate to. None.*

b. *That the meeting be adjourned to allow members of the public to make representation about items that are not on the agenda (Electors' Time).*

The Chairman suspended the meeting at 7.39 p.m.

The member of the public requested and was allowed to name himself as Dr Luke Evans and then simply announce to all members that he will be a political party sponsored candidate for the MP's seat for Hinckley and Bosworth at the next parliamentary election whenever that might be.

There being no questions/discussions points to or from those present the Chairman reconvened the meeting at 7.41 p.m.

- 19/098 *To note any reports, (not private session items), from County and Borough Cllrs.*

Cllr Mrs Janice Richards tabled in advance 3 'position statements' as at 25 Sep 19 from the County Council Cabinet members, viz.: *The Leader's*, the *Lead for Finance & Resources* and the *Lead for Equalities, Community Engagement & Rural Partnerships*. One statement referred to central Government's decision to delay by one year reforms to 'Fairer Funding' (to LCC and all County Councils) and the UK 'Business Rates' system of taxation.

Cllr Richards also was happy to report her part in 2 local issues: the public toilet for the Town Public Library premises is now progressing further and that the highway repairs to Station Rd have made a significant improvement to the state of the road.

Cllr C Ladkin reported that the Town Team Working Group (TTWGp) has reconvened for the first time since the May 2019 Borough Council election however, seemingly, a £0.5m Business Rates windfall is likely to be spent in and on Hinckley Town Centre, i.e. not on settlements such as Earl Shilton. Cllr Ladkin also introduced the subject of the X-Ray Dept at the Hinckley Community Hospital that is likely to close requiring residents to go to Coalville, Leicester or elsewhere for this vital service. All members discussed the need for a repair/replacement for the manual handling part of the machinery that is required. The X-Ray function of the apparatus is supposedly still in good working order. The Borough Council as a whole will look at ways of financial assistance to the local NHS Trust to keep the X-Ray service in full working order most probably through the medium of a loan from the Borough Council.

Noted and received with thanks.

- 19/099** *To receive any form of Neighbourhood Police report pertaining to Earl Shilton including the local Beat Team report for September (dated October) 2019.*

The Beat Team monthly report was received with thanks. The public Beat Team Surgery and that of the Town Council, at the ES Methodist Church Hall Lounge on Sat 21 Sep 19 starting at 10.00 a.m. went ahead as planned. Cllr R Allen and Cllr Mrs C Allen attended and reported to members that the prevalent crime at the moment is 'works' vehicle break-ins. Cllr R Allen suggested that a warning to residents about this current vehicle crime trend is posted on the ESTC's Facebook pages. (Actioned by Office).

All reports noted and received with thanks.

- 19/100** *To note and receive any reports from member representatives to recent non-Town Council outside bodies, meetings, events or working parties excluding Police reports and the Town Team Working Group (TTWGp).*

a. See 'Private Session' item 19/109 b. below – The Chairman attended the (affected) cross communities meeting to discuss the Hinckley National Rail Freight Interchange (HNRFI). One point raised at this point is that the position statement of Hinckley & Bosworth Borough Council is that they are apparently against the proposal in its current form.

b. *Late relevant events to be reported since this agenda was set.*

i) The Ada Lovelace Exhibition – see the Chairman's comments at 19/092 above.

ii) 28 Sep 19 – The Earl Shilton in Bloom (ESiB) gold medal celebration event. Deserved congratulations and well done all round.

iii) Earl Shilton Camera Club annual exhibition – Cllr Leman attended and commented on the high standard of entries, the warm welcome and the acknowledgement of the ESTC modest sponsorship to support the Club's event.

All reports noted and received with thanks.

- 19/101** *To invite/nominate member representatives to attend meetings/events that are not Town Council initiated including invitations received since this agenda was set.*

a. 23 Oct 19, 5.30 p.m.–Mayor to Leicester Cathedral Hope & Remembrance Svc.

Confirmed - the Town Mayor to attend.

b. 14 Nov 19, 7.00 p.m.-2 members: Leics Police HQ Inter-Cultural Social Evening. Members (1 plus guest or 2 members) to consider please.

c. The Town Mayor to attend the County Council's Civic Church Service.

Noted and received.

- 19/102** *LPCOS Cttee meeting/business matters including:*

a. *Draft minutes and or a verbal report of the Cttee meeting of 01 Oct 19.* The Cttee Chairman reported on various points of the draft minutes of this particular meeting and is happy to note there are no major issues to concern members for the time being.

Noted and received.

- b. *Brief report on tree survey follow-on works (Cemetery).*

The survey is now complete and works have begun starting with the Cemetery. There have been some minor technical issues but nothing that can't easily be remedied.

Noted and received

- c. *Recommendations (including spending) to Full Council. None.*

- 19/103** *To receive written and or verbal reports from the Chairman of the Events Cttee of recent meetings plus feedback/forward regarding 2019/20 events.*

The Cttee Chairman gave a verbal report of the most recent meeting and looked forward to:

- a. Sunday 10 Nov 19 - Remembrance Sunday with road closure.
- b. Friday 29 Nov 19 Christmas Lights – in conjunction with ESiB, a Christmas tree is on order and will be planted. This year the tree will be insignificant in size and presence however in time it will grow and be a worthy addition to the public realm.
- c. Christmas Lights road closure. Members are aware of the concerns expressed by retailers who are outside the cordon of the road closure. The set-up within the cordon will try to be as sympathetic to the overall street scene so as make the occasion as inclusive as possible for all retailers.
- d. Friday 08 May 2020 will be a public holiday for VE Day celebrations. The ESTC plan is for a modest tea and cakes social get together with some appropriate entertainment.

All points noted and received.

- 19/104** *Planning applications/correspondence received as a Town Council 'consultee' from HBBC, adjacent Districts and or LCC as Local or County Planning Authorities. A Cttee Chairman's verbal report on non-private session items from the Planning Cttee meeting held earlier on 08 Oct 19.*

The Cttee Chairman reported the following:

- a. Four non-private session applications were reviewed as the Cttee agenda/minutes will show. There will be no consultee comments for 3 of the 4 however the minutes will record the Cttee's '**objections**' on behalf of Council regarding the latest version of the application to develop the King William Public House site into 3 blocks of flats.
- b. The Cttee wished members to note too that an **objection** to destroy hedges on Elm Farm (Clickers Way) has been lodged formally by ESTC with Blaby District Council. (the appropriate Local Planning Authority).
- c. Private Session agenda items were deferred to this follow-on Full Council.

All points noted and received.

- 19/105** *Correspondence received including relevant late correspondence received since this agenda was set.*

- a. *Rural Service Network invitation to join/subscribe to the Rural Market Towns Gp.*

Members discussed at some length the merits or otherwise of subscribing to this new local authority association to the tune of £150 per annum.

Resolved: to signify ESTC are willing to subscribe to 1 year commitment and review the benefit(s) of membership thereafter.

b. i). Leics County Council (LCC) call for Parish/Town Snow Wardens for the coming Winter season. Members were informed that training, equipment and 3rd party liability will fall to LCC however some management function(s) will fall to Parish/Town Councils particularly the question of payment for hours worked.

Resolved: to call for volunteers through social media and notice boards so as to gauge local willingness to respond.

b. ii) Resident's letter of complaint regarding the lack of a *Town Christmas Tree*.

The letter was read out by the Town Clerk to all cllrs present and the member of the public. Members agreed that many avenues had been pursued to site a Town Christmas Tree close to the War Memorial. In a joint venture with the Co-op as land owners and ESiB it was hoped the tree planted last year would thrive however by this Summer it had become clear that the sapling was as good as dead. The plan, already advanced, is to take delivery of a previously ordered 'Frances Spruce' and try again giving the new sapling the specific 'TLC' of ESiB particularly in the planting process.

Resolved: to allow the Town Clerk to write a response to the resident fully explaining the actions taken and ongoing.

8.27 p.m. - Point of order: Cllrs Richards and Ladkin plus Dr Evans leave the meeting.

19/106 *To receive the Town Clerk's General Report including relevant Items for inclusion received since the agenda was set.*

a. Verbal complaint against the Town Clerk by a resident. Mr Jackson explained that having had a detailed discussion with a resident about volunteer litter picking along a formally designated LCC footpath the resident, having left the Office seemingly satisfied with the advice given to him, then returned 3 days later to complain that Mr Jackson had been rude to him. (The first interchange took place whilst another member of staff and the Chairman of Council were present in the Office and subsequently could not recall any rudeness by the Town Clerk.) Even so Mr Jackson gave to the resident an unqualified apology because even though the remarks that passed between both parties may have been interpreted differently the resident's distress was evident and that was and never will be Mr Jackson's intent.

Noted and received by members.

b. Fly tipping on Mill Lane – The Town Clerk reported to members that a local resident has thoughtfully reported this and other matters to the ASB officer at HBBC.

Noted and received with thanks to this conscientious resident.

19/107 *To receive the Town Clerk's Finance (& Policy) Report including:*

a. *Interim Internal Audit set for 18 Nov 19.*

Noted and received as confirmed with the Internal Auditor. The Town Clerk as RFO went on to remind members that he will always be happy to explain any aspect of the accounts to cllrs whether at meetings but if not possible, (the meeting room has its limitations), then by mutual consent in the Office. The only

exception to this will be any surprise cash check by any member, usually a member of the Finance and Policy Working Party, who may attend the Office at any time for this purpose. The RFO will also shortly submit the half yearly VAT refund claim to HMRC.

b. That Council authorise the Chairman to sign-off the RBS accounts reconciliation statements for September 2019 if bank statements received and note the September forecast of outturn budget against actuals.

Resolved: the Chairman may sign-off the September cashbook reconciliations as tabled by the RFO and all noted the financial statements.

c. Note the first transfer of investment funds to the CCLA dividend account.

Noted and received – Members were pleased to see the CCLA receipt for the first directed transfer from the current account, £250k, to the dividend account with the *Public Sector Deposit Fund*. The 2nd tranche, also £250k, will be 'subscribed' by the end of Oct 19 followed by a final sum of £70k in due course.

d. Relevant items for inclusion received since the agenda was set.

That Council authorise the Chairman to sign-off the cashbook reconciliation statements for August 2019 due to a bank statement belated receipt.

Resolved: the Chairman may sign-off the August 2019 cashbook reconciliations as tabled by the RFO and all noted the financial statements.

(Distributed to members between the Full Council meetings of Sept and Oct 19.)

Confidential Items – in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the press and public will be excluded from the agenda items below by reason of the confidential nature of the business to be discussed and will be requested to withdraw. Members will resolve to go into Private Session. So resolved.

19/108 Staffing Cttee issues including legacy legal matters updates and items received since this agenda was set including a verbal report from the Chairman of the Staffing Cttee and or Town Clerk regarding:

a. Recruiting a Groundcare Operative.

The Town Clerk reported that requests for application packs have been encouraging in this early stage of the process.

Noted and received.

b. Groundcare collision damage 06 Sep 19 to a 3rd party property – Insurers notified.

The Town Clerk assured members that as far as Council should, all formal and full notifications to our insurers have been made in writing. The insurer for the 3rd party has not been in contact with Council but relations with the 3rd party remain open and amicable.

Noted and received.

c. Collision damage 17 Sep 19 to truck.

The Staffing Cttee Chairman briefed members about this minor (scrape) damage to one of the drop sides of the tipper truck noting that the Head of Ground Care is very much aware that more care needs to be taken when operating vehicles and plant equipment.

Noted and received.

d. Collision damage to Maple Park main gate (by ESTC mower).

*Y. Gordon
Town Clerk*

The Staffing Cttee Chairman briefed members on how, after a minor bump with the Shibaura ride-on mower, the wooden main gate posts to Maple Park gave way. There was clear evidence of wood rot and a previous repair to one of the existing wooden gate posts. This again emphasised the need for the outdoor team to take greater care when working machinery. See item 19/108 e. below.

Actions-on:

1. Repair the gate soonest (N.B. already done cost effectively by utilising the steel uprights of the adjacent height barrier.).
2. Not to use the Shibaura mower until the serviceability of the brake pedal and accelerator have been investigated, plus the machine has been thoroughly cleaned and lubricated.

Noted and received.

- e. *Head of Groundcare probation 1 to 1 interview (02 Oct 19) with Chair of Staffing.*

REDACTED *JTE*

- f. *Associated and or late relevant items deemed necessary. None.*

19/109

Planning Cttee private session items. Updates from the Cllrs and Town Clerk including:

- a. *The Premises project: recent delays to the project and reports from planned site meetings at the Library for 12 Sep 19 and subsequent meeting Tues 01 Oct 19.*

Chairman Cllr Coe briefed members about the disappointing meeting of the 12 Sep 19 which was followed by a complete about turn in attitudes and willingness to move the project forward at the meeting of Tues 01 Oct 19. HBBC have submitted to Council the draft 'public toilet' management agreement and which was outlined to Town Cllrs during this item. As and when matters progress the Office move could take place in the first quarter of 2020 and the public toilet could be operational by then also.

**Resolved: to forward the HBBC back to back lease to the ESTC solicitor.
Resolved: to allow the Chairman and Town Clerk to continue to represent Council in negotiations for the project as a whole whilst reporting to members as commitments and costings are clarified.**

M Jackson
Town Clerk

- b. *Town Team Working Group meeting 18 Sep 19 plus follow up meeting with a representative from Barwood Land (Earl Shilton Sustainable Urban Extension (SUE)).*

The Chairman and Town Clerk along with Borough Cllr C Ladkin attended the meeting under new Borough Council Chairmanship. The meeting was cordial if brisk however Cllr Coe did put to the TTWGp Chairman that such long standing issues as, 'Shilton Lakes' (Wood St Car Park), Dalebrook Farm and Earl Shilton Sustainable Urban Extension (SUE) remain high priorities for all the Town's residents to be satisfactorily resolved.

Following the TTWGp meeting above; on the 30 Sep 19, at the request of the SUE Developer Consortium, *Barwood Land*; Cllr Coe and the Town Clerk met with the *Strategic Land & Planning Manager* from the latter to discuss Earl Shilton's SUE. Members were informed that individual and developer option holders in consortium have changed and that the 'Planning Manager hopes that Barwood Land can be in a position to submit detailed plans for house building and infrastructure to HBBC by Easter of 2020. Moreover, how this infrastructure will benefit the facilities that ESTC can offer residents for the long term if amicable collaborative planning can take place.

Noted and received – both meeting reports.

- c. *26 Sep 19 – The Chairman attended the affected communities meeting to discuss the Hinckley National Rail Freight Interchange (HNRFI) proposals.*

Cllr Coe attended the 'Combined Parishes (against)' meeting to represent Council and is now in receipt of a plethora of detailed documents which she will study and report on to members whilst continuing to attend key meetings of the Group. The main thrust of the opposition is based on the perceived axiomatic 'infrastructure overload' and noise pollution. Members engaged in a lively discussion about road versus rail and the pros and cons of each and how it might or might not fit into our part of South-West Leicestershire. Overall cllrs are looking at this stage to work with like-minded opposition groups to the HNRFI given the current knowledge of this and similar projects in the Midlands Region.

Noted and received.

- d. *The Dalebrook Farm (DBF) GRT site development: any update?*

REDACTED

by TC

Noted and received.

- e. *Related matters received since this agenda was set. None.*

End of Private Session & Confidential Items.

The Chairman closed the meeting at 9.34 p.m. thanking members for their attendance and contributions.

AC