

EARL SHILTON TOWN COUNCIL
MINUTES FULL COUNCIL MEETING

Held at 7:30 p.m.on
Tuesday 13 December 2016
At *The Stute*, Station Rd., Earl Shilton, LE9 7GA.

MEMBERS PRESENT:

Councillors: CM Coe Town Mayor & Chairman J Brown Deputy Town Mayor & Deputy Chairman, Miss D Almey, Ms D. Bailey, A Greenwood S, S Hardy, M Leman, R Phelps, P Statham and M Tebbett.

County/Boro' Mrs J Richards.

Councillors:

In attendance: Town Clerk – Mr ME Jackson & Office Clerk - Ms KE Miller
Members of public – Mrs V Harrison, Mr K Lapsley and Mr C Newlyn.

16/125 *Chairman's welcome, report and remarks.*

The Chairman welcomed members, our County Cllr and members of the public to the meeting. As this will be the last meeting of Full Council before the festive breaks The Chairman took the opportunity to wish everyone a merry Christmas and happy New Year.

The Chairman's remarks were noted and received.

16/126 *To receive apologies for member absence.*

Cllrs Mrs K Olgeirsson (personal reasons), L Panton (personal engagement), R Allen prior engagement as Boro' Mayor) and C Ladkin (personal business in London).

Resolved: apologies to be noted and accepted.

16/127 *Declarations of interests. To receive disclosures of members' interests, i.e. the existence and the nature of those interests in respect of items on this agenda.*

Cllr M Leman has a lodger who is a paid Officer of Hinckley & Bosworth Borough Council (Planning).

Cllr D Bailey re agenda item 16/142.

Cllr J Brown re agenda item 16.141.

Cllr P Statham re agenda 16/136.b.

16/128 *To receive and approve as a true record the minutes of the meeting of Full Council held on 08 November 2016.*

Resolved: that the minutes of Full Council held on 08 November 2016 are a true record of the meeting. (The Chairman duly signed the minutes).

Chairman's Initials/Signature 

16/129 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/relate.* **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).* **None.**

16/130 Motions to adopt applicants as co-opted members of Council.

Mr Lapsley and Mr Newlyn had applied to become co-opted members of Council. Members had been supplied in advance with CVs and covering letters. A member asked a question of both candidates. Both gentlemen were asked to withdraw for a short period while members discussed any final points. The vote on each individual's application was taken.

Resolved: to approve the applications of both Mr Lapsley and Mr Newlyn with both being confirmed as co-opted members of Council.

(Both new members signed their declarations of acceptance of office in the presence of the Town Clerk, plus all members present and were invited to join the meeting as cllrs.)

16/131 To note and receive any Neighbourhood Policing Area (NPA) report or similar.

The Town Clerk informed members that the promised crime statistics covering Earl Shilton for the month of November 2016 had not come in from the NPA despite verbal and written assurances from the latter. The Town Mayor briefed members that she had, at the latest HBBC sponsored Rural - Conference; (Twycross, 13 December 2016), met in the margins of the agenda the Leicestershire Police & Crime Commissioner (PCC) and Chief Constable. The latter, when invited, seemed keen to attend in the near future a Barwell/Earl Shilton Community Group/NPA Network meeting. Cllr Coe informed the Chief Constable that public perception of the Police Service has for some time been adversely affected by the lack of feedback to residents when crime and ASB are reported to the 'Service by householders and the business community. This could be a tangible discussion point at any future meeting.

In response to a question by a member and **direction** by the Chairman, the Town Clerk is to engage with the local Neighbourhood Watch Co-ordinator to establish her reporting timelines, i.e. what is the frequency and scope of her reporting to the likes of Council?

Noted and received.

16/132 To note and receive any reports from County and Borough Cllrs.

Cllr Richards reported that:

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- Leicestershire (LCC) is the worst funded County in England with well over £100m saving cuts already achieved but more are demanded. County Councillors will be mounting and at the forefront of 'Fair Funding' campaign in order to redress the balance towards equity with similar sized Councils. Cllr S Hardy asked if there was a clear reason why LCC was currently such a disadvantaged County to which the only answer at the moment is that a 'formula' has been created and when applied sets Leicestershire apart from almost all other Counties.
- The Hollow/Station Rd/Wood St crossings are still a priority issue of concern for residents and cllrs at all levels of local government. A petition of concern and complaint has been handed in to LCC Highways officers. Cllr Richards has received a written point brief, (copy to be supplied to the Town Council outside the meeting), from County Highways officers and the only tangible improvements to date are a limited number of extended traffic light sun hoods and an extension of the times allowed for pedestrian to cross at *The Hollow*. Cllr P Statham asked if a letter of support from the Town Council would be of use in the continued argument for safer provision. Cllr Richards stated that she will be grateful for such support particularly listing constructive criticisms and suggestions.
- Speed tables on the Hinckley Rd west out of the Town – these will be physically re-calibrated by LCC Highways technicians when the installation project for the area has been completed in the near future. Cllr Richards updated members that this point had not yet been reached. Cllr Richards did acknowledge there had been a singular issue with one damaged table. Investigation with and by County Highways revealed that recent BT works had left the highway damaged but the latter had now remedied their fault.
- Cllr Richards stated that her proposed 'Town' meeting with Police and Crime Commissioner (PCC) had, as yet failed to materialise due to slack communication and organisation by the PCC's Office. Cllr Richards stated that she will continue to push for an open Town meeting at which the PCC will attend as she is not content to meet a series of police officers from a range of ranks and tactical/operational fields of policing. Additionally, Cllr Richards made her opinion known to members regarding the role and deployment of Barwell/Earl Shilton NPA PCSOs which she will make known to the police service chain of command at the appropriate time.
- Public Toilets for Earl Shilton residents. Cllr Richards re-iterated that significant Borough capital grant monies is still available to build such a facility and specifically asked members if the Town Council were now ready to consider if toilets were built with Borough money, will the Town Council be prepared to take on the cost, administration and overall upkeep of public toilets? Through the Chairman, the members' response was that the Town Council were reluctant to take on such a 'blind' commitment having had previous poor experiences of such provision, e.g., promises by LCC to provide cycle way ablutions in the Town and the fact that, although stalled, the Co-op option may still be on the table albeit a 'future proof' agreement might be needed to protect any capital investment. Cllr Richards stated that adjacent parishes of Barwell and Bosworth were running their own facility and encouraged members to

consider the matter again. Cllr S Hardy asked if costings could be gained from Barwell and Bosworth so as to better understand the financial commitment. The Town Clerk said that he will undertake to get costings from Barwell, Bosworth and Blaby.

Cllr Richards was thanked by the Chairman and members for her report and devoted support she continues to provide for the Town.

16/133 *To note and receive any reports from member representatives to recent outside bodies, meetings, events or working parties including the HBBC Rural Conference at Twycross (Zoo) 13 December 2016.*

The Chairman and Cllr A Greenwood attended the HBBC Rural Conference and reported:

- Sightings of rare snow leopards.
- The Police and Crime Commissioners attended.
- The Chief Constable spoke regarding: budget cuts affecting the Service, the need for all community groups to encourage residents to report crime and disorder so that ASB hotspots can be mapped, tracked and dealt with and metal theft prevention measures for communities.
- Cllr Mrs C Coe informed HBBC officers that Earl Shilton may not have the most obvious tourist attractions or those that can compete with the themes of King Richard III however the likes of Mallory Park are on the Town's doorstep.
- Sensitive planning issues were addressed and HBBC officers were informed of Town Council's view of where blame for mistakes should fall to.
- Through members attending, the Town Council have been issued with a *Draft People and Place Profile of Earl Shilton* a report that takes statistics from the 2011 Census to outline the area, people demographics and place in economic terms.

The Town Clerk reported to members regarding his attendance SLCC (Leics & Rutland Branch) quarterly Clerks' meeting held on 07 December 2016. Salient points not covered in other correspondence already received by were:

- Charnwood Borough Council will, if necessary, implement a policy to force Parish and Town Councils to come up to full membership by means of by-elections held at parish/Town expense but ultimately taxpayer funded.
- LRALC will start to compile statistics to Clerk turnover because of concern over current anecdotal trends.

Reports were noted and received.

Cllr Mrs J Richards and Mrs V Harrison left the meeting after this agenda item at 8.33 p.m.

16/134 *To suggest Council member representatives to forthcoming outside meetings, organisations or events – Community Response Workshops x3 in 3x locations during February 2017 .*

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Members were informed that under the aegis of *Leicester, Leicestershire & Rutland Aware & Prepared Communities* they were invited to attend a community (emergencies) response planning workshop. Names may be submitted to the Town Clerk for bookings.

Cllr R Phelps reminded members that they have a standing invitation to routine meetings of the Earl Shilton Business Forum (ESBF) and the next event is due to take place on the evening of Thursday 15 December 2016.

Noted and received.

- 16/135** *To receive written or verbal report from the Events and LPCOS Cttees from 06 December including recommendations for motions to be resolved.*

Cllr Statham gave a verbal report from the latest Events Cttee meeting detailing listed costs versus budgets of each event kindly produced by the Office Assistant Mrs A Oswin as a handout for each member, stating how well he thought the full calendar of events went off successfully this year and thanking members of Council who contributed their time and effort to this achievement.


Deputy Chairman, Cllr Brown and the Town Clerk gave written draft minutes the 06 December 2016 meeting of the LPCOS (Leisure, Parks, Cemetery & Open Spaces) Cttee to members. Cttee motions resolved and updated reports noted included:

- A re-boot of a project to install lights on parts of Wood St Park.
- Some form of rain shelter for Mill Lane Cemetery – TESCO grant applied for.
- To approve the seasonal cutting of Wood St Park hedges.
- Purchase of bespoke step ladders to install the MVAS.
- Confidential Item request - recommendation to Full Council.

(Full minutes of both meetings will be circulated to members when promulgated and available on Council's website. www.earlshiltontc.org.uk .)

Reports noted and received.

- 16/136** *Planning: applications/correspondence to note, receive and observe on as necessary but for referral to the Planning Cttee for routine comment:*
- a. 16/01032/ADV- St Simon's and St Jude's C of E Church – like for like replacement service times Notice Boards. **No Observations.**
 - b. 16/01037/FUL– Erection of 2 external storage racks 134 Wood St (Buildbase) – retrospective application. **No Observations.**
 - c. 1601075/FUL – Installation of aluminium louvre window replacement, 60, Rossendale Rd., Telecoms Exchange. **No Observations.**
 - d. Late correspondence. **None.**
- 16/137** *Correspondence received which may need a resolution to a motion:*

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- a. *HBBC officers – request regarding naming parts of Breach Lane.*

Council are advised by a HBBC officer that the majority of residents do not want any changes. Suggested names already submitted will be archived by HBBC for future reference.

- b. *Late correspondence.*

HBBC Press Release regarding Public Space Protection Orders (PSPO). The Town Clerk suggested to members that this press release was a good *aide memoire* in case PSPOs were considered as appropriate in certain circumstances for Earl Shilton.

Correspondence noted and received.

16/138 *Town Clerk's Finance report including:*

- a. *Successful installation of RBS accounting software.*

The Town Clerk presented members with the RBS Omega software accounts framework in hard copy showing a successful financial year beginning as per the previous year end and current year precept. The Clerk will now input all the vouchers on the Omega accounts package as soon as possible to make routine monthly reporting a matter of course.

- b. *Precept setting meetings January 2017.*


The Town Clerk reminded members of the process, i.e., that just before the Christmas break HBBC will issue the Town Council with the current and future tax base figures for Earl Shilton centred on the numbers of eligible Band D Council Tax properties from one year to the next. The Clerk went on to say that in January 2017 Cttees and Full Council will have to meet to decide the precept for 2017/18 however at this stage he could not be precise as to what the dates will be as there was still much work to do as outlined in sub para a. above.

Reports noted and received.

16/139 *Town Clerk's general report including:*

- a. *Late matters.*

- History Group DVD – the Town Clerk reported that he had secured a Council copy of the DVD at a cost of £5.
- ESiB Wood St planter adjacent to Domino's pizza parlour – the HBBC street cleansing team reported that this large planter has been significantly damaged and left in a potentially dangerous state. ESiB have been contacted and will remove it on Fri 16 December 2016. A short discussion between members ensued regarding planters outside other shops, the ownership of the bench seats in the public realm, (many belong to ESTC), and the possible utilisation of any CCTV footage that Domino's might capture. Also reiterated was the possible use of the

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County based resource of the 'Impact Team' to come and talk to young people in particular and possible Facebook advertising locally targeted.

Reports noted and received

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.

- 16/140 *To receive the minutes of the Staffing Cttee meeting held on 08 November 2016 and a verbal report of the Staffing Committee Meeting of 13 December 2016 including Staff training, the Town Clerk's probation period, a future staff cost model for the ground care team and use of a staff personal development review template.*

Mr Jackson and Ms Miller left the meeting room at 9.16 p.m.

Resolved: to note and receive the written minutes of the Staffing Cttee of the 08 November 2016 and the verbal report from 13 December 2016 including recommendations.

Resolved: to confirm Mr Jackson's appointment as permanent Town Clerk having been assessed as successfully completing his 6 month period of probation and as recommended by the Staffing Cttee.

Point of order (agenda item not required) at 9.30 p.m. Council resolved to extend the meeting to 10 p.m.

Mr Jackson and Ms Miller returned to the meeting room at 9.32 p.m.

Cllr C Newlyn left the meeting at 9.33 p.m. and was thanked for his initial contribution.

- 16/141 *Application for a Tuesday farmers' market stall by Hinckley & Bosworth Labour Party.*

An application in the form of an email has been received from the local branch of a national political party asking for a Town Council stall at several forthcoming Tues.morning Farmers Markets that are held outside the Earl Shilton Methodist Church Hall. Council received a recommendation from the most recent LPCOS Cttee meeting, (see minutes in due course), recommending that the request is denied on the basis of legal advice stated in *Arnold-Baker On Local Council Administration* regarding questions of support for *political activity*. Members cordially debated the issues and decided to accept the advice of the LPCOS Cttee and *Arnold-Baker*.

Resolved: to inform the author of the request that Council, based on what they considered best referenced advice, to deny the request. Additionally that this will apply to any request from any political party and that this policy will be considered in any re-write of Council's Standing Orders and supporting policies.

16/142 *Member expenses claim for approval by Council.*

A member submitted a request to claim a loss of a day's earnings for time spent wholly and unavoidably on Council business.

Resolved: to pay the claim of £150.

16/143 *Update on the Dalebrook Farm development.*

Members were briefed on the meetings that took place off and on site under direction of the Leader and Chief Executive of HBBC during the morning of Fri 09 December 2016. Points to note:

- The consensus of cllrs and officers was that the cumulative effect of the many minor breaches of *planning conditions* now warranted some form of enforcement action.
- A *Temporary Stop Notice* will be explored. Essentially a marker to re-establish control over the development as a whole.
- A *Variation Order* will be explored [REDACTED]
[REDACTED] with questions of flooding and sewage treatment.
- The non-submission of *Building Regulations* paperwork. A must to have and if not supplied in good time, will be the means by which to halt the development.
- The actual site visit included meeting the new development manager.
- [REDACTED]

Update noted and received.

End of Private Session & Confidential Items.

The Chairman closed the meeting at 9.55 p.m. thanking members for their attendance and contributions.

Chairman's Initials/Signature

[Handwritten Signature]