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**EARL SHILTON TOWN COUNCIL  
MINUTES of the FULL COUNCIL MEETING**

Held at 7:34 p.m. on

**Tuesday 11 December 2018**

At The Stute, Station Rd., Earl Shilton, LE9 7GA.

**MEMBERS PRESENT:**

Town Councillors: Mrs CM Coe, Chairman & Town Mayor, Ms D Almey, S Hardy, Ms E Harrison, K Lapsley, M Leman, C Newlyn, R Phelps, P Statham, M Tebbett and Ms A Williams.

County/Borough: See item 18/121 below for apologies.  
Councillors:

In attendance: Town Clerk: Mr ME Jackson.  
Members of public: Two.

**18/120** *Chairman's welcome and opening remarks.*

The Chairman welcomed members and two residents to the meeting then proceeded to the agenda items below.

**Noted and received.**

**18/121** *To receive apologies for member absence.*

Town Cllrs: Ms B Hutt and Ms L Panton with County/Borough Cllr Mrs J Richards who all submitted their apologies for absence to the Town Clerk with reasons before the meeting.

**Resolved: to 'accept' all the apologies for the good reasons recorded by the Town Clerk.**

**18/122** *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. Cllr P Statham if any Planning application matters concerning Heath Lane (Doctors) Surgery. This will be a non-pecuniary declaration as the basis of the declaration is that his home and garden are immediate neighbours of the Surgery. Resolved that: if the application is discussed then Cllr Statham will not be asked to leave the meeting.*

**18/123** *To receive and approve as a true record the minutes of the Full Council meeting held on Tues 13 November 2018.*

**Resolved: to accept as a true record the minutes of the Full Council of 13 November 2018, tabled to Council and circulated to all members in advance of tonight's meeting.**

**18/124** *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 received.***
- 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 adjourned the meeting to allow discussion of the following: a well known resident business owner was assured that Council will, as an official *Local Planning Authority* Consultee; formally object to planning application 18/01119/CTGDO - 10, Station Rd which is in the public domain.  
**Noted.**

The Chairman re-convened the meeting after this discussion.

**18/125** *To receive any form of Neighbourhood Police report pertaining to Earl Shilton including the local Beat Team report for November 2018.*

Members were issued with the November 2018 Beat Team report and made no comment other than there are still incidents of quad and motorbike ASB occurring in Town parks and public open spaces. The latter will be fed back to the Beat Team.

**Reports noted and received with thanks.**

**18/126** *To note and receive any reports from County and Borough Cllrs. **None received.***

**18/127** *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), including:*

- *EMCLH (housing) Roadshow 19 Nov 18.*  
Members received a handout with a comment from the Chairman that she found the roadshow very interesting noting there was to be a follow-up report.
- *Borough Council Rural Conference Twycross 20 Nov 18.*  
A point of focus was the availability of HBBC Community Funding on offer for projects in Towns and Parishes.
- *Resident's 100<sup>th</sup> Birthday Party 20 Nov 18.* A very good time was had by all at the Residential Home to which the Town Mayor felt she was privileged to be invited.
- *Official Opening of the new campus of Newlands Primary Sch 23 Nov 18.*  
The Town Mayor took a nostalgic trip down 'memory lane' but at the same time was extremely pleased to see the site in use as a school once more with so much of the interior retaining the best of its 1930s heritage.
- *Borough Council Civic Carol Service 25 Nov 18.* The Town Mayor was pleased, as ever, to support the Borough Mayor in her Civic Duties.

**All reports noted and received.**

**18/128** *To invite/nominate member representatives to attend meetings/events that are not Town Council initiated including late invitations.*

- a. *The Town Mayor's Christmas visits to Town Residential Care Homes etc.*  
The Town Mayor's Christmas itinerary will include the following visits:
- Bethel & Bethesda Care Home.
  - Park Grange Care Home.
  - AGE UK Kings Walk Christmas Lunch.

**Noted and received.**

- b. *Late notifications of meetings/events since this agenda was set.* **None.**

**18/129** *To note and receive the draft minutes of the LPCOS Cttee meeting held on Tues 27 Nov 18.*

The Chairman of the LPCOS Cttee gave a brief verbal report highlighting certain points from the meeting and associated matters as follows:

- Pavilion improvement works issues that need to be addressed initially by a letter/email from the Town Clerk to a certain 3<sup>rd</sup> party.
- QEII The Hall Field Park and the row of lime trees. Cttee/Council hope to have 3 competitive quotes before the Christmas break to consider on 08 Jan 19. In the meantime, to heed the needs of residents, some good remedial works by the ESTC Groundcare Team are well underway.
- The s.106 contribution monies fund are now back in focus to totally revamp the Wood St Park enclosed toddler play area. Tweaking of the preferred supplier quote will take place with a site visit on 18 Dec 18.
- It is pleasing to see the newly appointed (10 Dec 18) Groundcare Operative in the team and working hard.

**Noted and received.**

**18/130** *To receive written and or verbal reports from the Chairman of the Events Cttee regarding recent meetings, feedback from recent events and progress towards future 2018/9 events.*

The Cttee Chairman gave a verbal report as follows:

- Christmas Lights 30 Nov 18. This year's 'Switch On' was the best attended for years deemed a great success; particularly the ESTC Snow Machine. Very many thanks and congratulations to all cllrs and staff who contributed time and effort to the show especially Cllr Martin 'Snowman' Leman. Post Event Point – is early in the new year is the time to consider acquiring replacement lighting for that which is showing signs of wear and tear?
- Next is planning for 2019 dates and the first event will be the 09 Jun 2019, (date to be confirmed by the Events Cttee), themed *picnic in the park*.

**Noted and received.**

**18/131** *Correspondence received:*

- a. *Citizens Advice Leicestershire – annual request for financial support.*

After a brief discussion of how the Community House 6 month CA trial came and ended considered along with the need to support the CA advice service in Hinckley town centre members decided a motion.

**Resolved: to pay to CA Leicestershire the sum of £250 from VCG funds.**

- b. *Earl Shilton Camera Club – application Volunteer Community Grant (VCG).*

Members discussed the positive acknowledgement response that always comes from ESCC however cllrs are keen that the 'Club exhibit at the ESTC Town Show too. Cllr M Leman offered to approach and invite ESCC to exhibit at the 2019 Town Show.

**Resolved: to pay a sum of £200 to ESCC from VCG funds.**

c. *Late correspondence received since this agenda was set. None.*

The resident business owner left the meeting at this point and does not return.

**18/132** *To receive the Town Clerk's General Report including late items for inclusion.*

a. *Revised meetings calendar for the civic year 2018/19.*

**Noted and received.**

b. *Draft meetings calendar for the civic year 2019/20.*

**Noted and received especially the date of Local Elections 02 May 19.**

c. *Pertinent late items to report since this agenda was set.*

The Town Clerk briefed members that the office and outdoor works were due to cease for the Christmas and New Year holiday period at close of business Fri 21 Dec 18. Business is planned to resume on Wed 02 Jan 19. Some members expressed their concern that this break period is too long without indoor or outdoor cover in place to access, in particular, outdoor parks cleaning equipment. The Clerk stated he will canvass all the staff to see if any were prepared to work one or more of the 4 non-public holidays involved in this seasonal period but always having to be mindful of the need to obviate lone working, particularly with such a high proportion of new staff recently appointed and untrained.

**Noted and received.**

**18/133** *To receive the Town Clerk's Finance Report including:*

a. *That Council authorise the Chairman to sign-off the current, investment and petty cash account reconciliation statements for Aug, Sep and Oct 2018 already issued to members and similar for Nov 18 if statements are tabled on the night.*

**Resolved: that the Chairman may sign-off the accounts cashbook reconciliation statements for Aug, Sep Oct and Nov as tabled.**

b. *To discuss spend against budget codes as at accounting period 8 (Nov 18) based on the latest forecast of outturn (FOO).*

There followed a general question session about how the in-year spend to date may influence the building of the precept for next year and some specific questions about individual account codes. The next round of Cttee, Working Party and Full Council meetings will all work towards building the next year's precept.

**Noted and received.**

Cllr Ms E Harrison and the remaining member of the public leave the meeting at 8.30 p.m. and did not return.

**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.**

18/134

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18/135 *To consider feedback from a Showman/Stallholder provider from a recent event.*

Members were succinctly advised that certain stallholders at the 2018 Christmas Lights event had given their individual feedback to members and staff of how they feel about the selling of competing products. Cllrs were informed that the matter of formulating a clear policy will be an agenda item for a future Events Cttee meeting.

**Noted and received.**

18/136 *Staffing Cttee. To receive a verbal report from the Chairman of the Staffing Cttee following on from the Cttee meeting of 10 Dec 18.*

The Chairman of the Staffing Cttee gave a brief resume of how each member of staff, (except the Clerk), was fitting into their new role or progressing on their College Course.

**Noted and received.**

**End of Private Session & Confidential Items.**

**The Chairman closed the meeting at 9.12 p.m. thanking members for their attendance and contributions.**

*[Handwritten signature]*

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