

EARL SHILTON TOWN COUNCIL
MINUTES of the FULL COUNCIL MEETING

Held at 7:30 p.m. on
Tuesday 09 April 2019
At *The Stute*, Station Rd., Earl Shilton, LE9 7GA.

MEMBERS PRESENT:

Town Councillors: Mrs CM Coe, Chairman & Town Mayor, Ms D Almey, Ms B Hutt, K Lapsley, M Leman, Ms L Panton, R Phelps, P Statham and Ms A Williams.

County/Borough: None available - see apologies for absence.
Councillors:

In attendance: Town Clerk: Mr ME Jackson.
 Members of public: One - as per the record sheet.

18/190 *Chairman's welcome and opening remarks and valedictory thanks.*

The Chairman welcomed members, and the RCC Officer for public speaking at item **18/194 b.** below. As this is the last Full Council of the 4 year term of office for all Town Councillors and those Town ward members from the Borough Council, the Chairman took the opportunity to express her valedictory thanks to be recorded in the minutes.

Firstly, to Cllr Mrs Janice Richards who is standing down as a Borough Cllr but not as the Town's County Cllr. Secondly, to Town Cllrs stepping down for their own individual and personal reasons, viz., Cllrs (Deputy Chairman/Mayor) Ms B Hutt, S Hardy, Ms L Panton, R Phelps, P Statham, and M Tebbett.

Cllr Coe expressed her gratitude for all the hours of passionate commitment and on many occasions hard graft that have contributed to the good and safe stewardship of Town Council issues.

For those who are committed to staying on Council, in particular Cllrs Ms D Almey, K Lapsley, M Leman and Ms A Williams; the Chairman is also grateful for the support and contributions so willingly given and unrewarded except by knowing, like all Town Cllrs, that they do their best for the residents. For these Cllrs, the Chairman can only promise the same again and she wished those required to stand for re-election the best of fortune at the polls on 02 May 19.
Noted and received.

18/191 *To receive apologies for member absence.*

Apologies for absence were received from Town Cllrs: Ms E Harrison, S Hardy, C Newlyn and M Tebbett.

Chairman's Initials/Signature 

Borough/County Cllrs Mrs J Richards and C Ladkin also submitted their apologies for absence for the reasons recorded by the Town Clerk.

Resolved: to 'accept' all the apologies, except for the one from Cllr Harrison; for the good reasons received prior to the meeting and recorded by the Town Clerk.

- 18/192 *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 declared by members.***
- 18/193 *To receive and approve as a true record the minutes of the Full Council meeting held on Tues 12 March 2019. **Resolved: to accept as a true record the minutes of the Full Council of 12 March 2019, tabled to Council and circulated to all members in advance of tonight's meeting.***
- 18/194 *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 suspended the meeting at **7.51 p.m.** to allow the RCC Officer as a member of the public to address the cllrs regarding the *Work/Live/Leicestershire* campaign launch funded jointly *National Lottery Community Fund* and the *EU Social Fund*. The aim and objective is to give the long term unemployed the confidence and skills to get into work of some kind, locally if possible.

Members were keen to hear the details and applauded the fact that motivation and training could and will be delivered locally. Each 'client' will be assigned a professional key worker. Council will publicise the scheme through the medium of its notice boards, website and *Facebook* account.

Noted and received with thanks.

The Chairman brought the meeting back into session at **7.57 p.m.** and the RCC Officer left the meeting at 7.58 p.m. with the thanks of members.

- 18/195 *To note and receive any reports from County and Borough Cllrs.*

Borough/County Cllr Mrs J Richards and Borough Cllr C Ladkin submitted email reports with their apologies for absence.

Cllr Mrs Janice Richards informed members that the application to use the redundant Barrow Hill Quarry site for landfill is being re-activated having been previously deferred by LCC's DCRB Cttee members. The latter are largely in agreement that access to the disused quarry site is totally unsuitable and unsustainable for heavy lorry traffic even in the short term. Likewise the detrimental effect to users, residents and business owners along and off the unmettled lower Mill Lane, (off Clickers Way to Barrow Hill Quarry), is deemed unacceptable. Cllr Richards will keep all Town stakeholders informed.

Cllr Chris Ladkin reported that Borough Council activity is now focused on statutory obligations because of the impending election. Ward work includes dealing with outbreaks of ASB in particular at Bowley's Farm. The remedy for 'Shilton Lakes' privately owned car park behind Wood St quietly moves on however contact with the land owner remains difficult due to his personal circumstances. Dalebrook Farm site issues will have to wait till after the election on 02 May 19 before a number of fresh ideas that have come forward can be worked on.

Reports noted and received with thanks.

- 18/196** *To receive any form of Neighbourhood Police report pertaining to Earl Shilton including the local Beat Team report for March 2019.*

Members received the March 2019 Beat Team report noting that incidence of crime statistics are comparatively better than some areas however Council will always expect and welcome a downward trend in the number of crimes committed. Cllr Coe and the Neighbourhood Watch Co-ordinator both met on the morning of 09 Apr 19 with the Police Sergeant who is deputy to the Divisional Inspector to raise Town issues. The Beat Team is currently without a full time Beat Team Sergeant and Police Constable at least until later in the spring. Of note to the Town Council and reported to the Sergeant are at least 2 'hotspot' drug dealing locations in the Town. The Town Council knows from recent resident reports that this is a major concern to them however there seems on the part of the police service an inability to respond to this particular challenge. The continued cry from the heart and hope is that police resources can be found to combat this criminal activity that blights the life and wellbeing of residents.

Reports noted and received with thanks.

- 18/197** *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:*
- a. The Grand Opening of Kingsfield Court 27 Mar 19 – Deputy Mayor.*

The Deputy Mayor attended the Grand Opening as invited and planned. Cllr Hutt, (who is not standing for re-election on 02 May 19 so not subject to election Purdah), reported to members that she was most impressed with the facilities on offer to residents at Kingsfield Court and was delighted to meet so many of the highly trained staff who made her most welcome. Overall Cllr Hutt believes that Kingsfield Court will be a valued addition to the variety of residential and care homes already serving the Town and what promises to be a good employer too.

- b. The Town Mayor's list of recent engagements and other member reports.*

The Town Mayor as we approach the end of the civic year and in particular the end of the term of office for most Parish/Town/ Borough/District Councils has attended the engagements that have come thick and fast before election Purdah sets in. Essentially, Cllr Coe has attended functions etc to keep Earl Shilton in the public eye and to promote the best of the Town to the wider Borough and County.

Reports noted and received.

- 18/198** *To invite/nominate member representatives to attend meetings/events that are not Town Council initiated including invitations received since this agenda was set.*

A NISA Store High Street 'open day' Fri 26 Apr 19. The Deputy Town Mayor has volunteered to accept the invitation.

Noted and received.

- 18/199** *LPCOS Cttee meeting/business matters including:*

a. *Draft minutes and a verbal report of the Cttee meeting of 02 Apr 19.*

The Cttee Deputy Chairman reported on the salient points of the draft minutes tabled which were **noted and received.**

Point of Order - Cllr A Williams at this point declared an interest in the draft minute (18/106 b.) regarding the residents' complaint against a solitary tree in Jubilee Dve pocket park giving rise to alleged invasive root damage. Cllr Williams is closely related to one complainant. **Resolved: to allow Cllr Williams to remain in the meeting room but not speak or vote on a motion if called.**

Actions-on. The Town Clerk is to inform the residents concerned that a full paid professional tree survey service will be undertaken by County Council specialists at the end of Apr 19. The offending tree will be subject to particular scrutiny and a specific report.

b. *Recommendations (including spending) to Full Council.*

Maple Park aerial slide re-location. Details should be published by various means prior to the works commencing so that residents are kept fully informed.

Noted for action.

- 18/200** *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 2019/20 events.*

The Cttee Chairman gave a brief outline report of where preparation for certain events had progressed to. Picnic in the Park is on track with the bar facility but struggling with a hog roast provider. Members said they might have further contacts for the latter and will let the Chairman know of them. HBBC are already being asked for grant funding again this year so as to be at the head of the queue.

Noted and received.

- 18/201** *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 09 Apr 19.*

Cllr Coe as Planning Cttee Chairman, advised members that there were *no observations* on the 'public' routine planning applications recently received from the Borough Council and batched for consideration by the Cttee. There will however be private session item(s) for consideration later in the meeting.

Noted and received.

18/202 Correspondence received:

- a. Correspondence received since this agenda was set. None.

18/203 To receive the Town Clerk's General Report including:

- a. Post 02 May 19 Town Election Declarations of Acceptance of Office procedure. Consider a motion to allow elected members to make said formal declaration any time between Fri 03 May 19 and Fri 30 May 19. Likewise the Chairman's Declaration of Acceptance of Office may be made from Tues 14 May 19 to Fri 30 May 19. All dates are inclusive. (30 May 19 is the date when elected members must have submitted their Register of Interests to the Borough Council Monitoring Officer. The latter not to be confused with election expenses for which there is a 35 day grace period post-election day for submission to the Monitoring Officer.). This motion is to be date modified and essentially repeated at the Annual Full Council meeting to be held on 14 May 19.

The motion though seemingly pedantic was explained by the Town Clerk as device to prevent any automatic disqualification of an elected member by simple default.

Resolved: to adopt the motion in full.

- b. Volunteer Community Grant – application from Earl Shilton Scout Group.

The 'Group applied for a 'maximum' grant. Members who recently were involved in the possible but abandoned joint venture with ESA Boxing Club expressed their reservations about the overall project ahead of any decision from the likely main grantor of funds, i.e. the Borough Council.

Resolved: to defer any decision about a VAG to the Scouts and inform them accordingly.

- c. Items for inclusion received since the agenda was set.

- i) Volunteer Community Grant (VCG) – ES Community Allotment.

Members discussed the positive benefits, mental and physical, to those being helped by this very local Community Group.

Resolved: to award the VCG requested of £400.

- ii) Report and request for financial support from/to West Leics Community First Responders.

Members, especially those with strong anecdotal personal experience of such services welcomed the report and all cllrs discussed how best within budget the WLCFR could be supported.

Resolved: to award a Volunteer Community Grant of £200 to purchase an add-on pain relief kit for a team member.

- iii) Computer hardware service and repair support to the Town Neighbourhood Watch Co-ordinator's desktop and printer.

The Town Clerk informed members that, within his spending limits, he had authorised a health check of the said hardware by Council's retained local IS provider.

Noted and received.

- iv) Wood St Heritage Board. The Office has received nothing but positive comments since its installation on 03 Apr 19. QR code links to the ESTC website will be operational shortly. The official unveiling of the 'Board with appropriate

invited guests is scheduled to take place on Tues 14 May 19 at 2.30 p.m. so as not to clash with the weekly morning market.

Noted and received.

- 18/204** To receive the Town Clerk's Finance (& Policy) Report including:
- That Council authorise the Chairman to sign-off the current, investment and petty cash account reconciliation statements for March 2019 if ready.
Resolved by members to allow the Chairman to sign-off the accounting records for the month of March 2019.
 - An update on the interim Internal Audit carried out on 25 Feb 19.

The Town Clerk had circulated the digital copy of the satisfactory Interim Internal Audit report for the current financial year in advance of the meeting to members. Members made no specific comments regarding the report and the Clerk went on to remind cllrs that the actual year end RBS accounts system closedown will take place on Wed 24 Apr 19 and the year-end Internal Audit will be on or around the 20 May 19 both of which will lead to the completion of the 2018/19 Annual Governance & Accountability (AGAR) return that needs to be and agenda item for the June 2019 Full Council.

Noted and received.

- Current Insurers visit to Town Clerk/RFO 02 Apr 19.

The Town Clerk explained that a renewal visit had been made by the representative of Council's current insurer. The Clerk is confident that premiums in this sector remain fairly 'soft' and therefore any renewal premium will be competitive and value for money. Quotes from other providers will be sought in due course.

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.

- 18/205** Staffing Cttee issues including a resignation, recruiting, a legacy legal matter update and items received since this agenda was set.

The Cttee Chairman briefed and reported to members regarding the following issues and matters:

- Staff member resignation. A staff member has decided to resign from the Groundcare Team purely for reasons of a personal career choice. This creates a vacancy to lead the groundcare team. The option of a particular temporary fixed term 'senior groundsman' appointment had been explored and considered but rejected. In the round, members discussed going straight for an advert to recruit a *Head of Groundcare* as Council had done in 2017.

Resolved: to advertise for a qualified and experienced Head of Groundcare with a starting salary of NJC LC1 Scale Point 13 (01 Apr 19) £22,021 p.a.

- Legacy legal casework. Members were informed of the Claimant's latest settlement figure submitted through their appointed solicitor however the news

on the very afternoon prior to this meeting is that a substantive element of the claim is now formally withdrawn. The 90 minute telephone hearing scheduled for the afternoon of Thurs 11 Apr 19 will still go ahead and members will be kept informed as appropriate.

Noted and received.

18/206 *Planning Cttee private session items. Updates from the Cttee Chairman including:*

- *The Premises project.*
- *Enforcement action (fence) and,*
- *The Dalebrook Farm development.*
- *Matters received since this agenda was set.*

a. Premises Project. Members listened attentively to the Cttee Chairman's report regarding the latest site meeting earlier in the day and explanatory points regarding the draft lease, (aka *Heads of Terms*), particularly with regard to the calculation of likely charges for Services (Business Rates and Utilities et al). A series of questions were raised about the individual cost elements of both the Office suite and the public toilet which the Chairman answered as best she could on the information provided to her by Borough and County officers.

Resolved: to recommend to Full Council the acceptance of the terms of the draft lease based on known costs and the methodology, with guarantees of transparency/right of appeal for the levy of Service costs and charges.

b. Enforcement Action. The Cttee Chairman and members acknowledged the offending fence had been reduced in height as legally required however they commented it remains an incongruous eyesore.

Noted and received.

c. Dalebrook Farm. See minute 18/195 above – Borough Cllr C Ladkin's report to Town Council members.

End of private session.

The Chairman closed the meeting at 9.15 p.m. thanking members for their attendance and contributions.

Chairman's Initials/Signature



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