

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

Held at 7:30 p.m. on  
**Tuesday 11 September 2018**  
At *The Stute*, Station Rd., Earl Shilton, LE9 7GA.

**MEMBERS PRESENT:**

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

County/Borough: See minute 18/071 below.  
Councillors:

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

**18/070** *Chairman's welcome and opening remarks.*

The Chairman welcomed cllrs to the meeting, remarking that Cllr Melvyn Tebbett seriously hurt whilst attending to Council matters was now home from spending several days in hospital. It will be; for this much admired, valued and active member; a slow, long and painful rehabilitation period to recovery. All members and staff wish that Melvyn will make a full recovery and knowing how determined he is, believe he can achieve this goal for himself. Best wishes go to him and his family.

***Noted and received.***

**18/071** *To receive apologies for member absence.*

Town Cllrs: Harrison and Tebbett with County County/Borough Cllrs Richards and Allen 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.***

**18/072** *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 regarding any voluntary group Earl Shilton in Bloom (ESiB) matters as a non-pecuniary declaration due to his spouse's active membership of this Association.*

**18/073** *To receive and approve as a true record the minutes of the Full Council meeting held on Tues 14 August 2018.*

***Resolved: to accept as a true record the minutes of the Full Council of 14 August 2018, tabled to Council and circulated to all members in advance of tonight's meeting.***

Chairman's Initials/Signature 

- 18/074** *Public Participation:*
- 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.***
  - That the meeting be adjourned to allow members of the public to make representation about items that are not on the agenda (Electors' Time). **N/A.***
- 18/075** *To receive any form of Neighbourhood Police report pertaining to Earl Shilton including the local Beat Team report for August 2018.*  
**Noted and received with thanks.**
- 18/076** *To note and receive any reports from County and Borough Cllrs. **None received.***
- 18/077** *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). **None received.***
- 18/078** *To invite/nominate member representatives to attend meetings/events that are not Town Council initiated including late invitations such as:*
- A LCC/LRALC Parish Focus Group – Thurs 20 Sept 18 at 10 a.m.  
**Cllr Ms A Williams will put her name forward.***
  - The Borough Council Parish Forum – Thurs 20 Sept 18 at 6.30 p.m.  
**Chairman, Cllr Mrs C Coe will try to fit this meeting into her schedule.***
  - The Borough Council Annual Rural Conference (Twycross Zoo) Tues 20 Nov 18. **Cllrs Coe and Williams will try to attend this event.***
- Noted and received.**
- 18/079** *To receive the draft minutes or a verbal report of the LPCOS Cttee meeting held on 04 Sept 18 with any recommendations to Full Council.*

Cttee Deputy Chairman Cllr K Lapsley gave a verbal report of the LPCOS Cttee meeting of 04 Sept 18 as the draft minutes were unavailable. Bullet points are as follows:

- Wood St toddler play-park now has a preferred design and supplier with the Town Clerk to progress matters with the latter and the Borough Council to release the s.106 contribution monies held in a suspense a/c.
- To effect minor repair works from 'General Maintenance'.
- To install the silent soldier silhouette with the agreement of ES Methodist Church.
- To investigate further the concept of a Cemetery memorial garden.
- Continue work with ESiB on the wildflower meadow above Wood St Park.

**Noted and received.**

- 18/080** *To receive written, (02 & 16 Aug 18), and or verbal reports from the Chairman of the Events Cttee regarding recent meetings and progress towards future 2018 events.*

The Cttee Chairman hoped that members who attended the Town Show agreed with her that the Show was again a very worthwhile success enjoyed by all

ages from the public and other organisations attending. Produce suffered because of the extremes of weather during the growing season however cakes, preserves and crafts all did very well in terms of entries.

Remembrance Sunday 1918-2018 and Christmas Lights are the next up events to concentrate on. Local food outlets for the latter are already being canvassed for their views on participation.

A brief discussion took place regarding the future direction of market stalls for the weekly farmers market. **Noted and received.**

**18/081** *Correspondence received:*

a. *ESiB monthly meeting minutes. **Noted and received.***

b. *LCC Highways proposals for Wood St on road parking from 17 Sept 18. **Noted and received.***

c. *Late correspondence:*

i) QE II, The Hall Field Park – continued residents' concerns regarding the north elevation column of lime trees. Members discussed the issues of pollarding/pruning these particular trees in this particular works and financial year as had been planned. The use of financial reserves was considered as was the spend to date for tree works especially emergency tree works already undertaken compared with the remaining budget for the year.

**Resolved: to refer the matter back to the LPCOS Cttee for further investigation, (particularly the LPCOS cost centre finances as a whole), and report to Council and residents in late October 2018.**

ii) Earl Shilton Methodist Church Nativity Festival Christmas 2018 – invitation to the Town Council to take part. Members agreed that they had already discussed the invitation earlier in the year and declined the invitation. **Noted and received.**

**18/082** *To receive the Town Clerk's General Report including late items for inclusion.*

The Town Clerk briefed members that John Barker's Showman Funfair will be returning to Wood St Park again this year. Barker's Fair operating days (tbc) will be from Thurs 11 Oct to Mon 15 Oct 18 inclusive. **Noted and received.**

**18/083** *To receive the Town Clerk's Finance Report including:*

a. *Annual Governance & Accountability Return (AGAR) FY 2017/18 – External Auditors observations (04 Sept 18) and accepted rebuttal by Council's RFO.*

The Town Clerk explained that he had received a subsequent reply from a Senior Auditor from the External Auditor's Office which concurred with the Clerk's application of formal current accounting standards and conventions. In the interim also, under separate cover, the External Auditor issued to Council an unqualified 'Notice of Conclusion of Audit' which is now formally posted as required by law on the Council's Noticeboards and website. In short, the accounts for the last complete year are correct and public rights compliant. **Noted and received.**

b. *Late items for inclusion. None.*

**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.**

**18/084** *To update Full Council on Planning Cttee issues, minutes and future agenda including those regarding Dalebrook Farm (future meeting), Birch Close/Maple Park, the meeting of the Town Team Working Group (TTWG) of Wed 05 Sept 18 and current applications that may affect the Town.*

The Chairman and Town Clerk briefed members that:

- The Planning Cttee meeting to discuss Dalebrook Farm with Shilton Borough/County clirs will go ahead as planned on 18 Sept 18.
- No more news on the Birch Close development.
- An improper development on Alexander Ave is now subject to Borough enforcement action (demolition) subject to final appeal.
- The TTWG meeting brought forward positive news about:
  - The very possible acquisition of *Shilton Lakes* at Wood St Car Park.
  - Free Town Centre Wi-Fi coming closer if a stumbling block can be overcome, [after note; ES Methodist Church have stepped in when asked to solve the issue].
  - Blue Plaque recognition for the birthplace of *Pukka Pies*.
  - ES SUE is still undergoing a viability study(s).
  - The Westfield Farm Development bollards at Keats Lane will be in the correct place.

***Noted and received.***

**18/085** *To receive the minutes of the Staffing Cttee meeting held on Tues 14 Aug 18 with verbal report from the Chairman of the Staffing Cttee of the meeting held earlier on 11 Sept 18 including any motion recommendations to Full Council. Resolved to note and receive the Staffing Cttee Minutes from the 14 Aug 18 meeting.*

The Cttee Chairman's verbal report included:

- Ongoing legal casework matters.
- The forthcoming interview panel for the role of Office Clerk, 14 Sept 18.
- Maximum hours (37 hrs per week) agreed for the Temp Office Clerk.
- Replacement strategy for gapped staff posts, indoor and outdoor.
- Holiday cover for the Town Clerk in Oct 18.

Full details are in the *private session* minutes of the Staffing Cttee meeting.

***Noted and received.***

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

**The Chairman closed the meeting at 8.48 p.m. thanking members for their attendance and contributions.**

Chairman's Initials/Signature           *Allee*           <sup>4</sup>  
*Allee*

2018/19