

EARL SHILTON TOWN COUNCIL
MINUTES FULL COUNCIL MEETING

Held at 7:30 p.m.on

Tuesday 09 August 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, A Greenwood S Hardy, Ms L Panton, R Phelps P Statham and M Tebbett.

County/Boro' R Allen, C Ladkin and Mrs J Richards.
Councillors

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

16/053 *Chairman's welcome, report and remarks.*

The Chairman as Town Mayor stated how proud and grateful she was to the Earl Shilton community for providing such wholehearted support to this year's 'Shilton by the Sea' 3 day family event run by the Town Council.

The Town Mayor's remarks were noted and received.

16/054 *To receive apologies for member absence.*

Cllrs D Bailey (holiday), M Leman (private commitment in Nottingham) and K Olgeirsson (leave of absence).

Resolved: apologies to be noted.

16/055 *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.*

Cllrs A Greenwood and P Statham with regard to any item concerning the Community Group Earl Shilton in Bloom (ESiB) each because of a close family connection.

16/056 *To receive and approve as a true record the minutes of the meeting of Full Council held on 12 July 2016.*

Resolved: that the minutes of Full Council held on 12 July 2016 are a true record of the meeting. (The Chairman duly signed the minutes).

Chairman's Initials/Signature _____

16/057 *Public Participation:*

- a. *Public speaking protocol* – requests received by the protocol deadline to be submitted to the Town Clerk with details of the agenda item they wish to address/relate to. *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 Clerk stated that a non-resident has enquired about whether or not an Earl Shilton motor cycle firm that could refurbish or sell old fashioned magneto spares was still in existence. Members thought probably not however some would think about the question and let the Office know any details to pass on to the individual concerned.

16/058 *To note and receive any Neighbourhood Policing Area (NPA) Report.*

None received

16/059 *Town Clerk's Finance Report including:*

- a. Update: Unity Trust Bank withdrawal of the ALTO card facility.
- b. Update: recommendation regarding banking, signatories and reserves to the accounts.

Deferred to agenda item 16/067.

16/060 *To note and receive any reports from County and Borough Cllrs.*

Cllr Mrs J Richards reported to members on the following points:

- She is still working on the road safety aspects of the traffic light sequences for the Hollow, Wood St and Station Rd and includes the pedestrian 'refuges' that have been removed but which, if re-instated in some form, might make road crossing safer. Cllr Richards is driving a petition forward to have road crossing refuges re-installed.
- Bus routes whilst sympathetic to the fact that current routes do not serve all residents needs there are now more services on the main routes. The operators are obligated by the need for services to be financially viable however dialogue between County cllrs and the main providers are always ongoing.
- Regarding the provision of public toilets for Earl Shilton she will defer to Cllr Ladkin's report (below).
- Church St, Nock Verges and Thurlaston Lane. Current planning issues for Nock Verges will be looked at widely and in depth by the Borough Council as the Local Planning Authority especially with regard to traffic access/speeding, contamination, dangerous activities, business use of land and seemingly superfluous planning applications.

Cllr R Allen (Borough Mayor) reported to members on the following points:

- Confirmation that a planning application for Nock Verges had been 'called-in' by Borough cllrs so it will be not treated as a routine matter.
- That as Borough Mayor he was enjoying engagements within and without the Borough as far afield as France. The Mayor will be happy to fulfil and engagements 'at home' in Earl Shilton if requested.

Cllr C Ladkin reported to members on the following points:

- Confirmed that the topic of the provision of public toilets for Earl Shilton was certainly current. In early September 2016 a Development Funding budget of possibly £ ¾ m will hopefully be set so he suggested that a subsequent meeting soon after between Town and Borough will be in the best interests of all residents. Cllr Ladkin strongly intimated there may be a separate funding strand for public toilets that also may be accessed for such a project. A short general discussion took place stating that the choice of site for any toilets and the question of ongoing running costs will be key to any plans for a Town facility.

The reports were noted and received with grateful thanks.

16/061 *To note and receive any reports from member representatives to recent outside bodies, meetings, events or working parties.*

Cllr P Statham, on behalf of the Town Council Events Cttee, reported that this year's *Seaside* event on Wood St Park was in the opinion of himself and many others, despite some inclement weather, the best ever staged. New ideas worked well and favourable coverage by the *Hinckley Times* was most welcome. All Town Cllrs and Staff who contributed to the success of *Seaside* are to be congratulated and thanked. Cllr Statham hopes the *Town Show* on Saturday 20 August 2106 will be a success too.

Report noted and received.

16/062 *To suggest Council member representatives to forthcoming outside meetings, organisations or events. Confirmed as:*

- Town Mayor to the Rainbows Hospice for Children (Loughboro') Open Day Sat 17 September 2016.
- Town Mayor to the County Church Service (Broughton Astley) Sun 02 October 2016.

Noted and received.

16/063 *Planning: applications to note, receive and observe on as necessary but for referral to the Planning Cttee for routine comment:*

- a. 16/00606/HOU extensions to 15 Columbus Lane.
- b. 16/00656/FUL single dwelling Palma Nova High Tor East.
- c. 16/00664/HOU withdrawal of single storey rear extension 103, Mill Lane.
- d. 14/00112/COU background paper to land to the rear of Nock Verges.
- e. Late planning applications tabled on the night.

Application notices were received with actions-on left to the Town Clerk and Planning Cttee.

16/064 *Correspondence received:*

- a. *Shared Access* email – proposal telecoms mast(s) for Weavers Springs Park. A survey will take place on the afternoon of Mon 15 August 2016 which will help to inform the presentation to members at Full Council on Tues 13 September 2016.
- b. Late correspondence to be tabled on the night:
 - i) Licence Premises application – the Bank, The Hollow. Members are hopeful that this will be the right type of establishment that the Town needs and that there are no parking issues. In short, members wish the new venture every success.
 - ii) Road works – and invitation to members by the Leicester Mercury to comment. No further action.
 - iii) Fly-tipping on Mill Lane incident reported by the Senior Groundsman. Formally reported to HBBC by the Town Clerk.
 - iv. LRALC member council survey. Town Mayor and Clerk to complete.

Correspondence was noted and received.

16/065 *Town Clerk's general report including:*

- a. ASB on QE II Hall Field Park and St Simon & St Jude Church 30 Jul 16. The Clerk described an incidence whereby the contents of a dog waste bin had been emptied into the main pedestrian gateway to the Church. The Clerk informed members that this had been reported in person to a local NPA PCSO.

Noted and received.

- b. Late matters. The Clerk invited Cllr Phelps to brief members on the matter of upgrading the Council Office 'phone system so that it could handle more than one call at a time.

Recommended: Cllr Phelps was thanked for his efforts to date and for the matter to go to the Finance Working Party when 3 comparable quotes are 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.

- 16/066 *To receive a verbal report of the Staffing Committee held on 09 August 2016 including a report, if applicable from the Chairman of the Staffing Committee regarding legal proceedings.*

The Chairman of the Staffing Cttee verbally briefed members on the Staffing Cttee meeting held at 6.30 p.m. prior to Full Council. Items included the process of recruiting a member of the Office staff and the outline process for a member of outdoor staff later in the year. Secondly, ongoing correspondence with Borough Council senior officers and the Cttee's resolution that all correspondence will go through the appointed solicitor. Thirdly, that the Cttee's recommendation to Full Council regarding Employment Tribunal matters pending will be to accept legal advice.

Report noted and received.

Resolved: that Council proceed to an Employment Tribunal adhering fully to Council's Insurance Company DAS appointed solicitor's advice.

Recorded abstention to the above resolution: Cllr J Brown, Deputy Mayor.

Resolved: that Council allow, as offered, Council's Insurance Company DAS appointed solicitor's to handle all Panel Hearing (29 June 2016) correspondence with the Borough Council forthwith.

Recorded abstention to the above resolution: Cllr J Brown, Deputy Mayor.

Point of order Resolution: to extend the meeting past 9.30 p.m. for 30 minutes. *So resolved.*

Cllr Ms L Panton leaves the meeting at 9.25 p.m. before the start of item 16/067.

- 16/067 *To receive a verbal report of the Finance Working Party held on 08 August 2016 including any recommendations to members.*

The Town Clerk presented a set of draft minutes of the Working Party minutes rather than a verbal report. There were 2 motions recommended to Council:

Resolved:

Firstly, Earl Shilton Community Group applications:

- a. **Bids require costings per item/service to be purchased to the nearest £50.**

- b. Applications need to be accompanied by the 'Groups latest annual income & expenditure statement and a current cash in hand/bank declaration.
- c. An upper limit grant of £3k per financial year, per group as the maximum, (resolved amendment by Full Council from draft FWP minutes).
- d. Applications must be clearly '*inclusive*' and of '*whole town benefit*' proposals. For example; a project to enhance the entrance to Mill Lane Cemetery might be one.
- e. By the end of the financial year in which the grant is made; written proof, (true copies of receipted bills), of expenditure against costings is made to Council.

Secondly, regarding the purchase of a proprietary 2nd hand *Public Address (PA) system and generator*.

Resolved: to allow Cllr A Greenwood to negotiate on the invoices supplied by the vendor as per the Full Council amended recommendation of the Finance Working Party, i.e. buy the PA system, not buy the generator and settle the hire fee.

The remainder of the Working Party minutes concerning Town Council accounts and the Town Clerk's 'clean' Disclosure Barring Service (DBS) check were noted and received.

Resolved: that the Town Clerk Mr ME Jackson is to become a signatory of the Council's Natwest bank account, start to investigate charges to that account and the best use of monies that sits within that account.

16/068 *Briefing to members regarding indoor staff recruitment interviews Wed 03 August 2016.*

The Town Clerk briefed members on the details and start date (Tues 30 August 2016) for the new Office Clerk to Council.

Report noted and received.

16/069 Town Council Premises project Clerk's update report.

The Town Clerk presented to members an email from the Executive Director of Age UK Leics & Rutland. In essence the charity Trustees are *interested* in a sensitive and sustainable long term project however a suitable interim business continuity plan that is acceptable "needs to be given urgent consideration."

Noted, received and passed to the Planning Cttee for their urgent consideration please.

End of Private Session & Confidential Items.

The Chairman closed the meeting at 9.53 p.m. thanking members for their attendance and contributions.