**Minutes of the meeting of HEATHER PARISH COUNCIL held on Tuesday 12 April 2022 at the David Taylor Memorial Hall at 7pm**

Members present**:** Chairperson, Councillor Alison Wright

 Councillors Clarke, Fell, Harris,Pettitt and Petty

In attendance: Councillor V Richichi, District Councillor

 Mr Paul Taylor, Allotment co-ordinator

 Mrs Jan Shepherd, Parish Clerk

There were no apologies for absence

Declaration of Interest: Councillor Wright due to an amendment on a Planning Application.

1. **MINUTES**

The minutes of the meeting of the Council held on Monday 8 March 2022 had been circulated to the councillors in advance of the meeting. They were proposed by Cllr Clarke, seconded by Cllr Fell with all in favour that they were a true and accurate record of the meeting. Cllr Wright signed the minutes.

# MATTERS ARISING

There were no matters arising.

# PUBLIC QUESTION AND ANSWER SESSION

It was noted that the kerb has not been dropped yet at McMinns despite the fact that they have placed a gate at the site and that they need to apply for retrospective planning permission for the gate which has been placed there even though it was stated that the hedge was to be reinstated.

1. **COMMUNITY POLICING**

The police Newsletter was received today by email and forwarded to the councillors. The councillors were concerned that no officer was in attendance again for our meeting and asked that the clerk contact the Police Commissioner. The dates of our meetings have been notified to the police and are listed on our website.

In relation to the fence at Swepstone Road Recreation Ground, the clerk has spoken to the police, had a crime number issued. The Police visited the site following the conversation with the clerk but can see no reason why the fence should be removed and then replaced. They asked that the clerk try and find out vehicle registration numbers of the vehicles entering the field and notify them if we possibly can.

To avoid the continuing problem, Councillor Richichi will undertake to place a series of metal posts in the ground and set them in concrete. A number of councillors agreed to assist with this.

1. **DISTRICT & COUNTY COUNCILLORS COMMENTS**

Councillor Richichi reported that he had seen the two benches at the cemetery given by Mr T Bonser and comments about them, they do look really good. He also commented about the bench, sited at Belcher Close Open Space, that is a memorial for those who lost loved ones during the pandemic

1. **REPORT FROM ALLOTMENT HOLDERS CO-ORDINATOR**

Mr Paul Taylor indicated that the majority of plots are looking good for the time of the year. Some may have quite a lot of black plastic covering them but this is effective for stopping weeds.

The councillors have continued to do a check on a monthly basis and those who need to be notified of work to be done have been passed to the clerk.

The clerk reported that she had offered a half plot to the next person on the list but had since, received notification of another plot becoming available. That plot will also be offered to the next on the list. She feels that one of the problems with the plots at the moment is that the thought of the end produce is good, but the work to realise that potential is very much underestimated.

1. **REPORT FROM THE VILLAGE TREE WARDEN**

There is no report from the Village Tree Warden at this meeting. however, the clerk and a councillor have been requested by SDI for us to give some attention to the trees that need to have some work done on them because he cannot get his tractor under the branches. The clerk will contact someone for a quote.

# VILLAGE ISSUES

* Play Area Inspections carried out 28th March, 5th and 12th April 2022.
* Action from Play Area Inspection reports – report on progress to date.

New signs have now been collected and brought to the meeting. Councillor Fell has volunteered to put them all in place.

It was also noted that the bin at Mill Lane is lose and it was suggested that the clerk contact Chris Sharpe to ask him to fix the problem.

The clerk was asked to contact Andy Dennis to deal with the mole hills on Belcher Close.

The equipment at Belcher Close has some of the metal showing through and the clerk is to obtain a quote for it to be repaired.

The bin lid at Swepstone Road is in a state. It was agreed that the lid should be removed and taken to the tip. Further to that, a new bin should be ordered to be placed alongside that one.

The moss by the igloo has been removed.

A letter is to be sent to the District Council to thank them for the bench and tree now in place on Belcher Close Open Space.

* Jubilee celebrations – it was suggested that a gift be given to children and young people up to the Year 6 school year. It was also suggested that the clerk speak with the Parish Liaison Officer for Heather to see what other councils are doing for the children.
* Queens Green Canopy – request by Heather Girlguiding team for the Platinum Jubilee. The council agree in principle that the group can place a tree in the village as a memento of the occasion. The Rookery or Belcher Close Open Space were suggested and tree type suggested possibly an oak but certainly an English tree.
* Zurich Insurance – to receive new quote and study in advance of payment at May meeting. the clerk informed the meeting that we need to add the new benches to the insurance. She is also to check that the new equipment at Swepstone Road has been included.
* Request re garage on Station Terrace – photo sent out to councillors by email. The councillors were concerned about this and the clerk was instructed to contact the Enforcement Officer for the District Council and emphasise the health and safety aspect of the garage when children along the street may get to it easily and could well be hurt. The people making the request have tried to contact the landlord but to no avail.
* Request for Party on the Park – September 4th Ibstock Community Brass band. The clerk had received this request from the band who use the hall for their practices on a regular basis. The idea is to give the village a free day out at a place where adults can sit and enjoy the music and children can play safely. The clerk is to meet with them and to ensure that we know what is expected of us.
* The clerk had received a call from CJ Springthorpe about hanging baskets for the village this year. There is no funding from anywhere else and so the council need to decide on whether or not we have 12 hanging baskets n the same places as last year. After some discussion and consideration of costs as opposed to the benefits of having them, it was proposed by Cllr Wright and seconded by Cllr Pettitt that we have the same as last year. All were in favour.
1. **VILLAGE HALL**
* Progress on Land Registry – update on progress. Everything submitted by NWLDC.
* FaceBook Page – Katherine Wright has revamped the FaceBook page and added pictures of the hall along with other items. Katherine continues to add items as requested when we have information that needs to be posted. Thank you, Katherine.
* On-line diary – look at Parish web site calendar
* To notify councillors that the PAT testing was completed on 1st March by Bartletts. Invoice now paid.
* Fence removal at Swepstone Road – this is an ongoing saga for which the clerk has been in touch with the Police, the Police have responded and the clerk has written the details down which have been forwarded to police. The clerk will forward the document to councillors following the meeting.

# ACCOUNTS

The following payments for March were approved at the April meeting

 517.69 clerk’s salary

 31.11 clerk’s expenses

 44.07 WaterPlus – Mill Lane

 110.40 CrestLine for signs

Council income for March is as follows:

 Nil

Village Hall expenses for April 2022

 111.71 Eon for Village Hall

 60.32 British Gas for Village Hall

 168.07 Cleaning of Village Hall

 33.79 WaterPlus

Village Hall Income for March 2022 as per statement

 568.00 rent for classes and activities paid in this month.

All invoices sent up to date for end of March

The Bank statement for Heather Parish Council for March 2022 was received

The Bank statement for Heather Recreation Ground for March 2022 was received

The clerk had received a quote for the 5-year electrical testing for hall. When Bartletts had carried out the PAT testing for us, they had mentioned about the emergency lighting etc and wondered if it was probably time for a five year check. The clerk asked for further details and for a quote. It has now been received and she thinks that this may be what we had a contract with FCSC for. She will forward the quote to councillors and also a copy of the contract form for FCSC and we will compare and see if they are the same and then decide what to do about it.

Membership of LRALC is due for the forthcoming year. It was agreed that we would continue our membership with the organisation and the councillors approved payment.

The clerk notified the council that she had been allocated an amended tax code.

A number of companies had been contacted and we have received four quotes for replacing the fire doors. Some of the quotes were ruled out instantly because they were more than the amount of money we have in the bank account. Some of them were doable. However, one of the contractors had said when he came to measure up for the quote that he thought the problem was elsewhere and was willing to come and check out what he thought the problem was. It was arranged that he would contact Cllr Wright and she would meet him at the hall and he would check it out and try to fix the problem without the necessity for new doors. If it was what he thought, new doors would not solve the problem anyway.

The council were notified that the domestic rates bill for the hall is zero.

WaterPlus are changing to monthly bills. The clerk asked if we wished to set up a monthly direct debit. It was agreed that we would get the current bill sorted out first since they appear to be charging us for more than we are using every month. If we can get that sorted out, then we will consider a direct debit.

1. **Annual Audit, Exempt Council Eligibility**

The papers for Annual Audit were received. The clerk pointed out that we are below the threshold for income and expenditure to require a full audit and we could declare ourselves exempt. After some discussion, it was agreed that we would do that. The clerk was requested to return the exempt document to P J Littlejohn and to proceed with the paperwork for the internal audit.

1. **Annual Audit, Governance Statement**

The councillors studied the Governance Statement and completed it in readiness for sending to the internal auditor. It was approved and signed by the Chairman of the Council and clerk.

1. **Annual Audit, Accounting Statement**

Jack Fargher has contacted the clerk and is awaiting paperwork as soon as completed.

The clerk had forwarded to the councillors in advance of the meeting the following documents:

* Bank reconciliation and accounts
* Financial statement
* 2021 and 2022 comparison accounts

All of the documents relating to the annual audit had been studied, questions raised were answered by the clerk. Cllr Pettitt proposed the accounts and all documents were accepted, Cllr Harris seconded and all were in favour. The clerk will proceed with completing the AGAR forms required for exemption and for the Internal Auditor. She will arrange a date for the paperwork to be taken to be audited by Jack Fargher.

1. **PLANNING APPLICATIONS**

Applications

19/01441/OUT Land rear of 55 Mill Lane erection of two detached dwellings

 Heather

(Further amendment received 10/12/2021)

21/01188/VCU 1 Heather Court Variation of cond.2

 St John’s Close

21/02122/FUL 62 Pisca Lane, Heather Erection of storey rear and single storey

 Side extn

22/00271/FUL 7 Belcher Close Loft conversion with dormer window

 Heather

22/00267/FUL Land adjacent to Erection of one dwelling

 2 Station Terrace, Heather

Amended plan submitted 1/4/2022

22/00318/FUL 9 Holyoake Drive Dem of garage, Erect 2 storey side extn.

 Heather new front porch + ass extn alterations

## Decisions this month and decision awaited

There was a question in relation to QPI. It had been noted that a number of lorries were exiting the site and travelling through the village. QPI have a notice up at the end of their road for all vehicles to turn right as they exit the site and travel up towards Ibstock. The clerk was asked to contact them to remind drivers to do that.

**15. CHAIRPERSON’S COMMENTS**

All councillors were asked if they had any items to bring to the council. The following items were considered and comments made:

* The daffodils and other bulbs have made a lovely display this year. Thank you to all involved in the planting.
* Can the clerk ask again for the footpath sweeper to cover Mill Lane over the bridge and towards Station Terrace please? It is missed regularly.
* A councillor expressed pleasure at the look of and siting of the new bench.
* Following the problems encountered with the fence at Swepstone Road, a councillor suggested that we either turn one camera round to cover the area affected by the problem or we have another camera fitted for the same reason.
* The clerk was asked about the usage of the Village hall for the Scarecrow Festival. It had been agreed that various groups could use the hall during the week and be part of selling programmes for the festival as well as raising funds for themselves.
* The clerk was asked if there had been any information from our County Councillor relating to the members funds that he had asked us about and for which we expected to have a speed safety signs fitted. It was noted that some parishes are being asked by their County Councillor about the next years Members fund. She was asked to contact Cllr Harrison about it and copy in the Chief Executive of the County Council.

**16. DISTRICT AND COUNTY COUNCIL**

District Council:- nothing to date

County Council: - nothing to date

Hinckley & Bosworth Borough Council: - nothing to date

# 17. CORRESPONDENCE AND CIRCULARS

SLCC Magazine

Clerks and Councils Direct Magazine

Radfield Home Care advertising

Glasdon.com

Outdoor Gym equipment

Elan City Road Safety

**Next meeting**

Future meetings:

10th May; 14th June; 12th July; 9th August; 13th September; 11th October; 8th November; 13th December; 10th January 2023; 14th February 2023; 14th March 2023. All meetings will be held at the David Taylor Memorial Hall at 7pm.

The meeting on 10th May will be the Annual Parish Meeting and this will be held at 7pm at the Village Hall. The Parish Council meeting will follow immediately afterwards.

Web site address -www.heatherparishcouncil.org.uk