

Harborough Magna Parish Council

Annual Meeting of the Parish Council 13 May 2019

Present

Cllr Ian Bentlett (IB) Chair
 Cllr Paul Skidmore (PS) Vice Chair
 Cllr Elizabeth Biggs Poyner (EBP)
 Cllr Toby France (TF)
 Cllr John Brady (JB)

Parishioners: Barry Biggs, Fenella France, Mary Palmer

In attendance: Cllr T Gillias (RBC) and Cllr A Warwick (WCC)
 Clerk: Leona Bendall

		Action
1.AM.2019	<p>Cllr Bentlett as the outgoing chair began proceedings by welcoming everyone and explaining the role of the meeting was to elect a new chair for the coming year.</p> <p>IB expressed his willingness to stand again and was nominated for this role by Cllr Biggs Poyner (EBP) and seconded by Cllr France (TF). IB was unanimously elected chair for this year.</p> <p>With respect to the Vice Chair, IB nominated Cllr Skidmore and this was seconded by EBP. PS was unanimously elected vice chair for this year. IB reminded the meeting of his intention to retire next year</p>	
<p>The annual meeting closed at 7.40pm and the first meeting of the 2019/20 year for Harborough Magna Parish Council began.</p>		
	Cllr J Brady joined the meeting at this point.	
1.13.5.19	<p>Welcome IB welcomed all to the meeting..</p>	
2.13.5.19	<p>Apologies for absence None received.</p>	
3.13.5.19	<p>Update from Borough and County Councillors</p> <ul style="list-style-type: none"> Cllr Warwick (AW) urged the meeting to consider making an application for a road safety grant from funds released by the PCC. There was a query as to whether we could apply as we had no fatalities. AW provided the name of the officer who could give more information. IB asked if anyone was aware of the need to have matched funding for these funds Cllr Warwick did not know . PS to investigate further 	PS

	<ul style="list-style-type: none"> • AW gave details of the Armed Forces Covenant signed by WCC and of a special event to celebrate our armed forces to be held in the Coventry Peace Park on 6 June 2019. • AW explained how the <i>Safe and Well</i> scheme is now running with officers from the Fire Brigade taking vulnerable people home from hospital and checking homes for safety hazards. This project is designed to prevent further admission to hospital. • Cllr Gillias (TG) invited councillors to attend the Flag Raising Ceremony for Armed Forces Day on Monday 20 May. • TG urged the Parish Council to submit a response in respect of the proposed new fire station north of the A45/M45 roundabout. The clerk had already circulated details on this and information was on the Facebook page and in our noticeboards. • TG advised that the draft Local Plan was approved. • TG informed the meeting that Rugby's Licensing Team had carried an unannounced inspection of school buses and taxis. This found some serious issues but none that affected the Revel schools. • TG advised the PC to contact the Revel Surgery and the Lady Mary Home charity in respect of support for a defibrillator. • TG advised that RBC and WCC are considering offering parish councils the opportunity to take on some duties that they would normally carry out – opportunities would come with training and funds. 	
4.13.5.19	<p>Suspension of standing orders to allow parishioners of Harborough Magna to address the meeting</p> <ul style="list-style-type: none"> - No requests to address the meeting. 	
5.13.5.19	<p>Standing orders were resumed</p>	
6.13.5.19	<p>Declaration of Interest</p> <p>Cllr T France (TF) advised that he had a personal and pecuniary interest in a matter on the agenda in respect of a planning application for his home. IB said that he would defer the planning item until the end of the meeting so that TF could leave the meeting while the item was discussed.</p>	
7.13.5.19	<p>Approval of minutes</p>	

	The minutes from 18 March 2019 meeting were approved.	
8.13.5.19	<p>Matters arising from the minutes</p> <ul style="list-style-type: none"> • JB has now re-installed the new play park gate. • Still no action from, WCC re damaged Footbridge no R186/5 crossing R89/A so clerk will to write a formal letter of complaint. • The clerk advised she has received an offer a free defibrillator from West Midlands Ambulance Service and will be attending a briefing on grants to fund this. She will also approach the Revel Surgery and Lady Mary Home Charity. • The Council has not received a response from RBC re the resident who is driving the grass verge to reach his house. But it was noted that the resident does not seem to be doing this any longer . So the issue was closed • The village litter pick on 23 March was very well supported and an invitation from the Mayor of Rugby to attend a thank you event has been received. <i>Post meeting note – the PC advised RBC that following suggestion from TF we have nominated Mr & Mrs D Clarke to attend. TF to initiate .</i> 	<p>Clerk</p> <p>Clerk</p> <p>TF</p>
9.13.5.19	<p>New Village Issues</p> <ul style="list-style-type: none"> • EBP reported on her attendance at the Revel Surgery consultative group meeting and reported that she will be looking into ways the parish council can support the surgery. • There is a consultative group meeting for Magna Park on Monday 20 May – which IB cannot attend but felt it was important that the village was represented. No one volunteered to attend so clerk will submit our apologies. • As identified in the Risk Assessment the need to attract new councillors and a replacement clerk is now urgent. IB will circulate some ideas to attract residents. If we don't find enough support the PC may find itself run by Councillors from other parishes, nominated by Rugby Borough Council. The clerk will also contact WALC to find out what other PC's had found worked for them. 	<p>EBP</p> <p>Clerk</p> <p>IB/Clerk</p>
10.13.5.19	<p>Parish Plan/OSCR Project</p> <ul style="list-style-type: none"> • IB reported that the OSCR project is proceeding, tenders are out and due for return on 19th May. Assuming planning conditions are met and funding is adequate the likely start date will be July 2019. IB is trying to get need for archeology survey removed as it is expensive and may well 	<p>OSCR</p> <p>All</p>

	<p>prove negative based on records already submitted</p> <ul style="list-style-type: none"> • The Parish Council therefore needs to give some urgent consideration on where it might hold its meeting for six months construction is underway. The Old Lion and the Church was considered as was the idea of using a Hall belonging to one of the adjoining parishes. 	
11.13.5.19	<p>RBC/WCC Fosse Community Forum and Walc update</p> <ul style="list-style-type: none"> - Nothing new to report 	
12.13.5.19	<p>Planning applications and appeals - <u>this was discussed after item 17 when Cllr France had left the meeting.</u></p> <ul style="list-style-type: none"> - Cllr France's application was discussed and the conclusion was that the PC had no comments. Clerk to notify Rugby Borough Council. 	Clerk
13.13.5.19	<p>Neighbourhood Watch</p> <ul style="list-style-type: none"> - IB spoke about the need to ensure parishioners support the visit of the Community Support Police Officer – who parks here mobile surgery on the corner of Rugby Road/Pailton Road. This is a case of 'use it or lose it'. 	
14.13.5.19	<p>Financial and Governance issues</p> <ol style="list-style-type: none"> Clerk reported that we have had approval from the Secretary of State to borrow from Salix. Most of the street light have now been installed and she is taking steps to get the electricity costs reduced as soon as possible. The clerk was commended for her action on this. We have only received positive comments on the new lights Clerk reported that the issue of valuation of Council property (raised when considering the Asset Register at the last meeting) was correct as it is insured on an 'old for new' basis and therefore the Council did have security. She advised she also sought an alternative quote for insurance this year. The meeting discussed the Governance Statement for the Annual Audit, which had been circulated earlier, and agreed it was satisfied that the Council met all statements. IB pointed out the need to ensure any fund raising by other bodies cannot be included within Council funds. We are legally, financially responsible as councillors and need to ensure proper procedure is in place for any funds raised for the council The schedule of cheques approved at the meeting included: £8 for Room Hire, £163 for Walc Annual Subscription, £50 for petty 	

	<p>cash. The meeting was not prepared to accept the invoice from WS Gardens which showed three cuts of the playpark – rather than one cut within the general village cut and one extra cut a month. The clerk reported that WS Gardens had also missed a verge in Main Street. Clerk to return invoice and ask for a new correct version. Some councillors expressed dissatisfaction at the seemingly inadequate controls by WS Gardens</p> <p>e. The meeting discussed the Council’s performance against budget and year end position. It was noted that we had overspent but this was on a special project to restore the phone box and that going forward the Clerk does not anticipate any overspends this year. The annual accounts for the 2018/19 year were approved.</p> <p>f. The meeting discussed the new format of the monthly cash book and agreed it would make it easier to see at a glance. The clerk explained that once there were a few more payments she would also show the performance against budget on this sheet.</p>	<p>Clerk/ALL</p> <p>Clerk</p> <p>Clerk</p>
15.13.5.19	<p>Correspondence</p> <p>The only correspondence was the invitation to nominate two volunteers to attend an event at the Mayor’s Parlour to thank parishes for the litter pick work – as discussed above.</p>	
16.13.5.19	<p>Other ongoing village matters</p> <p>.</p> <p>a. <u>Playpark monitoring and upgraded facilities</u> – No progress but this is still an on-going ambition for village improvement. It can be removed from the agenda and will be discussed further once funding is available and the village funds have recuperated from our spend this year as per 14.13.5.19 – c.</p> <p>b. <u>Speeding in the village</u> – Nothing new to report</p> <p>c. <u>Establishment of 200 Club</u> Mrs F France gave meeting an update on her research and after much discussion it was felt that this was a great idea and she should go ahead independently of the PC. Mrs France was thanked for her efforts so far and Councillors will give any assistance they can .</p> <p>d. <u>New website.</u> The website used by the council is hosted and maintained as a ‘favour’, but its software is very old and the site could stop working in the very near future. The clerk reminded the meeting that we have a legal obligation under the Transparency Regulation to provide a working site. IB suggested councillors look at a new website for the Hill Street Project. IB to advise the name of the officer at Hill Street. PS</p>	<p>PS</p> <p>PS</p> <p>Mrs France</p> <p>ALL</p> <p>IB</p> <p>Clerk/IB</p>

	<p>had a contact who could produce a new website for around £1200. The clerk advised that the budget for the project is only £600 – so the PC would buy software/hosting and perhaps some training but the website itself needs to be developed by volunteers. Barry Biggs was asked to clarify the position re hosting and domain name. Clerk will do some further investigations and come back to councillors and write an appeal for volunteers to go on Facebook and in the noticeboards.</p>	<p>BB</p> <p>Clerk</p>
<p>17.13.5.19</p>	<p>Items for next agenda</p> <ul style="list-style-type: none"> • Update on replacement street lamps • Campaign for new councillors 	<p>All</p>
<p>18.13.5.19</p>	<p>Dates of next meetings</p> <p>Provisional dates for next meetings – 8 July 2019 and 2 September 2019.</p>	<p>All</p>
	<p>Meeting closed at 21.10.</p>	

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Ian Bentlett
Chair

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Date