

# Shackerstone Parish Council

## Minutes of the Shackerstone Parish Council Annual meeting held on Wednesday 2<sup>nd</sup> October 2024 at 7.00 PM at Congerstone Village Hall

### Present:

Cllr Ayres, Cllr Matthews, Cllr Meller, Cllr Wright and the clerk.

### 2640/2024 Resolution to receive apologies for absence

- Apologies were received and accepted from Cllr Bannister.

### 2641/2024 – Resolution to receive declarations of interest on items on the agenda

- N/A

### 2642/2024 – Councillor co-option update

- The clerk reported that there had been no request for an election so we are able to fill the councillor vacancy for Congerstone via co-option. It was agreed that an advert would go on the noticeboards, website and social media with a closing date of the first week in November.

### 2643/2024 – To receive reports from County, Borough and Ward Councillors and Police

- A copy of Cllr Harrison-Rushton's report was circulated prior to the meeting.

### 2644/2024 - Public Questions

Members of the public were asked to declare their name when addressing the Chairman if they wished for their name to be minuted in this section of the meeting, if they did not want their name mentioned they need not declare it.

- N/A

### 2645/2024 – Resolution to approve and sign minutes of the meetings held on the 24<sup>th</sup> July 2024

A copy of the minutes from the meeting held on the 24<sup>th</sup> July were circulated to councillors prior to the meeting. Cllr Matthews proposed that the minutes be accepted as a true reflection of the meeting, this was seconded by Cllr Ayres and councillors were in agreement.

### 2646/2024 – Resolution to approve payments, bank statements and bank reconciliation

A copy of the financial summary was circulated to councillors prior to the meeting, this showed an income of £26,730.92 and expenditure of £5,978.48. Cllr Wright proposed the payments, this was seconded by Cllr Ayres. A copy of the invoices, bank statements and bank reconciliation were signed off.

BUDGET LINE		PAYMENT DETAILS	AMOUNT
1.	Mowing/strimming	Bosworth Groundcare, second half payment	£4,702.80
6.	Defibrillators	New pads for Congerstone	£110.40
9.	Clerks salary including PAYE	H Chadwick - September	£578.46
9.	Clerks salary including PAYE	H Chadwick - October	£578.46
12.	Telephone line	TAMAR (August)	£4.18
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### 2647/2024 – Review of playground reports, updates from councillors and agree actions

The clerk circulated a copy of the playground reports to councillors prior to the meeting and concerns were raised over the ageing equipment. Cllr Ayres reported that there are major issues with the Shackerstone play area some pieces of equipment have already been removed. It was noted that there is an active group in Shackerstone that are looking to remove all the equipment and install new swings, goalposts etc.

It was noted that the brambles at the Odstone play area have still not been cut back and it was agreed that the clerk would chase the contractor.

### 2648/2024 – Review of tree survey and agree actions

The clerk circulated a copy of the recent tree survey to councillors prior to the meeting. Councillors agreed that it was a very thorough survey and that various action needs to be taken. It was agreed that the clerk would source quotes for anything that had been identified as needing action within three months. It was also noted that a second opinion would be sourced for T41 and T39. It was also noted that the hedges around the green in Shackerstone, Insley Lane and the playing fields needs attention.

**2649/2024 – Review of asset register and agree actions**

The clerk circulated a copy of the updated asset register. It was noted that the new planter and bench at Barton needed added. Councillors approved the asset register based on these additions.

**2650/2024 – Update on risk assessments and agree actions**

Cllr Wright commented that following a discussion with Cllr Ayres he has created a risk assessment document. It was noted that there are some gaps to fill in and then it will be circulated to councillors and presented at the next meeting for formal consideration.

**2651/2024 – Update on the layout of Shackerstone cemetery and agree actions**

Cllr Wright reported that there had been an informal site visit to look at the burial ground and to review the potential layout. It was noted that accurate mapping needs to be done and once completed the document will be circulated to councillors for consideration. It was noted that the shrubs will left for now but that we will need to maintain the hedge. It was agreed that the apple trees need some attention because of the low hanging branches. Cllr Meller asked about getting the areas blessed and it was noted that the clerk had written to the Bishops office.

**2652/2024 – Update on the strategy document and agree actions**

Cllr Wright reported that this is in two parts and will look at how we got to were we are and what our strategy is for the future. It was agreed that this would be updated and circulated to councillors for consideration.

**2653/2024 – Update on the speed checks/sign survey and agree actions**

The clerk circulated the data that had been provided following the recent speed surveys. It was noted that a FOI request be submitted again for the raw data. The clerk confirmed that she had made contact with Cllr Harrison-Rushton who had spoken with highways about a site visit. The clerk will update councillors as soon as possible.

**2654/2024 – Confirmation of defibrillator checks**

The clerk reported that the defibrillators had all been checked this month. It was noted that there will be two training sessions in November and these will be advertised on the website, noticeboards and social media.

**2655/2024 – Planning applications**

The clerk reported that planning applications had been circulated to councillors prior to the meeting for comment. Cllr Ayres reported that the enforcement notice on the chalet in Shackstone is due to expire in November and that work has already started to remove it. Thanks were noted to Cllr Cook for her support with this.

**2656/2024 – Agenda items for the November meeting**

- Planning
- Strategy document
- Congerstone cemetery extension
- Mowing/hedge contract for 2025
- Risk assessment
- Defibrillators
- Speed signs/data
- Chris Brown – HBBC to talk about current planning issues and standards

**263572024 – Date of future meetings**

- Wednesday 13<sup>th</sup> November 2024, 7.00 PM at Shackerstone village hall.

**The Chair closed the meeting at 20:10**

**Signed:**

**Date:**