

Shackerstone Parish Council

Minutes of the Shackerstone Parish Council Annual meeting held on Wednesday 15th May 2024 at 7.00 PM at Congerstone Village Hall

Present:

Cllr Ayres, Cllr Foley, Cllr Meller, Cllr Wright. County Councilor, Harrison-Rushton, Borough Councillor Maureen Cook, 3 members of the public and the clerk.

2599/2024 – Appointment of Chair

- Cllr Meller nominated Cllr Ayres, but there was no seconder
- Cllr Ayres nominated Cllr Wright, Cllr Foley seconded this proposal.
- There were no other proposals, Cllr Wright was appointed at Chair.

2600/2024 – Appointment of Vice Chair

- Cllr Wright nominated Cllr Ayres, this was seconded by Cllr Meller and all councillors were in agreement.
- Cllr Ayres was appointed as Vice Chair.

2601/2024 Resolution to receive apologies for absence

- Apologies were received and accepted from Cllr Bannister and Cllr Matthews.

2602/2024 – Resolution to receive declarations of interest on items on the agenda

- Cllr Mellor declared an interest on item 2605 as part of the Gopsall Walk goes across their land.

2603/2024 – To receive reports from County, Borough and Ward Councillors and Police

- A copy of Cllr Harrison-Ruhston and Cllr Cooks report was circulated prior to the meeting.
- Cllr Meller asked if an area of unkept land in Barton could be planted, it was noted that it would be up to the residents.

2604/2024 - 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.

- A member of the public raised a concern about the location of the Gopsall Walk board in Congerstone and that it was directly opposite the line of travel on a narrow lane. It was argued that there are better locations and they were keen to learn about the consultation process and the risk assessment that had been carried out. It was noted that the clerk and Cllr Matthews had been made aware of the concerns and that Cllr Matthews had taken a look at the site but was not at the meeting to provide an update. Cllr Foley commented that the location was not where we agreed it but that he was not sure why it was relocated. Cllr Wright said that it is not procedure to consult with residents on everything the parish council does. Cllr Ayres proposed that we look at the costs for removal. The residents commented that it could be located on the grass near the bus stop. It was agreed that councillors would look for an alternative location. The resident asked that if the parish council decide not to move the sign what is the escalation process. The clerk confirmed that if they are not satisfied they would report their concerns to the monitoring officer at HBBC. It was agreed that the council would look an alternative location for the sign and also removal costs and discuss at the next meeting.

2605/2024 – Update on Gopsall Walk

It was noted that the contractor is in the process of creating the bases for the signs that need bases. The clerk confirmed that all the invoices for Parish & Community Initiative Fund have been submitted to HBBC>

2606/2024 – Resolution to approve and sign minutes of the meetings held on the 20th March 2024

A copy of the minutes from the meeting held on the 20th March were circulated to councillors prior to the meeting. The clerk thanked a local resident for their comments on the planning references. Cllr Meller proposed that the minutes be accepted as a true reflection of the meeting, this was seconded by Cllr Foley and councillors were in agreement.

2607/2024 – Resolution to approve payments

A copy of the payment scheduled, with expenditure of £16,017.12 and income of £17,500.00, was circulated to councillors prior to the meeting. Cllr Wright proposed the payments, this was seconded by Cllr Ayres and councillors were in agreement.

Recreation grounds <ul style="list-style-type: none">• Purchase of goal post for Odstone	Net World Sports	£493.94
Recreation grounds <ul style="list-style-type: none">• Purchase of seesaw for Odstone	Playdale	£1,286.40

Recreation grounds <ul style="list-style-type: none"> • Removal of swing/goal at Shackerstone • Hedge works at Shackerstone 	Bosworth Groundcare & Maintenance	£840.00
Repayment of PWLB	Loan repayment	£1,606.34
Clerks salary – April	Helen Chadwick	£578.46
Clerks salary – May	Helen Chadwick	£578.46
Telephone lines – January & February	Helen Chadwick	£7.52
General purchases <ul style="list-style-type: none"> • Disconnect electricity supply at Shackerstone village hall 	Arden Electrical	£126.00
Gopsall Walk <ul style="list-style-type: none"> • Production & installation of signage 	Trigger Creative Signs & Graphics	£10,500.00

2608/2024 – Resolution to approve the standing orders

The clerk circulated a copy of the standing orders and reported that there had been no changes during the year. Councillors agreed to adopt the standing orders for 2024.

2609/2024 – Resolution to approve the financial orders

The clerk circulated a copy of the financial orders. Cllr Meller proposed that we remove the item about the high interest account because we do not have one. Councillors agreed with the amendment and to adopt the financial orders for 2024.

2610/2024 – Resolution to approve the asset register

The clerk circulated a copy of the asset register prior to the meeting. Cllr Ayres asked if there is a procedure for depreciation, it was noted that the asset register is reviewed by the insurance provider. It was noted that Shackerstone village hall needs to be adequately insured. Councillors agreed to adopt the asset register and that it would be reviewed during the year in line with best practice.

2611/2024 – Resolution to approve the year end accounts and annual governance statement

The clerk circulated a copy of the statement of accounts and the annual governance statement prior to the meeting with £44,244.45 income and expenditure of £51,040.02. Cllr Wright commented that the clerk has made a suggestion that we have a financial working party that meet four times a year, to coincide with the year end and budget setting, with a remit to carry out closer scrutiny and to make recommendations to the full council. Councillors were in agreement. It was agreed that the working party would consist of Cllr Ayres as chair, Cllr Bannister and Cllr Meller.

It was noted that a copy of the internal audit report had been circulated to councillors prior to the meeting and that it would be added to the website. Cllr Wright asked about the monthly checks of the play areas and the clerk confirmed that these can be done by councillors and would follow a document provided by RoSPA. It was agreed that the monthly checks would be carried out (Cllr Ayres – Shackerstone, Cllr Meller – Odstone, Congerstone – TBC) and that this would become a standing item on each agenda.

Cllr Wright proposed that the year end statement of account be approved, this was seconded by Cllr Ayres and councillors were in agreement.

Cllr Wright proposed that the annual governance statement be approved, this was seconded by Cllr Ayres and councillors were in agreement.

2612/2024 – To discuss the request from Barton Residents Group for Jubilee/Coronation statue to be added to the parish council asset list/to be covered by the parish council PLI

Cllr Meller said that the group will be purchasing an orbital sphere to be located on the green but that LCC require that it is insured in order for it to be on the highway. Cllr Wright proposed that we support this and add it to the asset register and parish council insurance, this was seconded by Cllr Meller and councillors were in agreement. It was suggested that the residents group consider whether they want to own the statue or ask the parish council to take it over.

2613/2024 – To discuss the possible extension of Green Lane and agree actions

It was noted that Sweptsone & Newton Parish Council are looking to place a gate on the Derby Lane end to avoid vehicles getting part way before a gate stops them and the trouble this causes. Councillors agreed that they were happy to support this.

2614/2024 – To discuss the use of Shackerstone cemetery extension and agree actions

The clerk showed a copy of the original plan for the extension and councillors agreed that the first location on the left of the entrance be used for the first interment of ashes. It was agreed to review the plan at a the next meeting, and that councillors would be convened at 6.30 to allow for a site visit beforehand.

2615/2024 – Update regarding the playgrounds and agree actions

The clerk reported that the seesaw and goal post of Odstone have been delivered and are waiting to be installed. Councillors agreed for the openings in the hedge to be done and for the clerk to source a sign for the playground.

Cllr Ayres commented that the Shackerstone Residents Group are looking at funds to replace the play equipment that has been removed. It was noted that the area has been made safe, tidied and play bark installed.

2616/2024 – Update on the installation of bins/benches/planters for Barton in the Beans

It was noted that the posts had been installed for the bins. The clerk confirmed that the planters/benches had been ordered and Cllr Meller agreed to take delivery of these. Cllr Wright reminded the clerk about the bin in Bilstone.

2617/2024 – Confirmation of defibrillator checks

The clerk reported that the defibrillators had all been checked this month and nothing to report.

2618/2024 – Planning applications

The clerk reported that planning applications had been circulated to councillors prior to the meeting for comment. It was agreed that any comments submitted to HBBC would be added to the parish council website.

2619/2024 – Agenda items for the July meeting

- Planning
- Speed signs and traffic calming
- Odstone play area
- Defibrillators
- Asset register
- Shackerstone cemetery extension
- Risk assessments
- Noticeboards

2620/2024 – Date of future meetings

- Wednesday 24th July
- Wednesday 25th September

2621/2024 – Resignation of Cllr Foley

Cllr Wright confirmed that after 32 years of service, Cllr Foley had decided to resign as a parish councillor. Councillors thanked him for his commitment to the parish council and to the village of Congerstone and presented him with a gift.

The Chair closed the meeting at 20:20

Signed:

Date: