

# Shackerstone Parish Council

## Minutes of the Shackerstone Parish Council Annual meeting held on Wednesday 24<sup>th</sup> July 2024 at 7.00 PM at Congerstone Village Hall

### Present:

Cllr Ayres, Cllr Matthews, Cllr Meller, Cllr Wright. Borough Councillor Maureen Cook, 4 members of the public and the clerk.

### 2622/2024 Resolution to receive apologies for absence

- Apologies were received and accepted from Cllr Bannister.

### 2623/2024 – 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.
- Cllr Meller declared an interest on item 2627 as a relative of someone on the financial summary.

### 2624/2024 – To receive reports from County, Borough and Ward Councillors and Police

- A copy of Cllr Cooks report was circulated prior to the meeting.
- It was noted that draft local plan consultation period is August/September and the plan period will be up until 2041. Cllr Meller asked if the Chapel Lane site is in the revised plan. It was noted that it was in the previous draft of the plan so we would need to check.

### 2625/2024 - 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 commented on the volume on flooding back in January and that the area around Tiveys Farm has been flooded five or six times since then and asked what is being done about and whether there should be permanent signs highlighting that the area is liable to flooding. The council agreed to ask the County Council to look into this.

### 2626/2024 – Resolution to approve and sign minutes of the meetings held on the 15<sup>th</sup> May 2024

A copy of the minutes from the meeting held on the 15<sup>th</sup> May were circulated to councillors prior to the meeting. Cllr Wright proposed that the minutes be accepted as a true reflection of the meeting, this was seconded by Cllr Ayres and councillors were in agreement.

### 2627/2024 – Resolution to approve payments & update from finance working part and agree actions

Cllr Ayres reported that the finance working party had met and discussed the internal and external audit, the need for a risk assessment, review of the asset register, and presentation of the finances. A copy of the meeting notes were circulated to councillors prior to the meeting along with the following terms of reference which councillors agreed to adopt.

- To manage the Council's financial resources and to debate and recommend strategy and action on policy and operational matters concerned with the Council's finances, property, resources, land and other assets.

Cllr Ayres commented that the group felt that it was important to look strategically about where we want to be with common things across the villages and also how we got to where we are. It was also recommended that we should have a risk assessment to cover all risks for the parish council and it was agreed that Cllr Wright would create a first draft of the risk assessment.

A copy of the financial summary was circulated to councillors prior to the meeting, this showed an income of £770.00 and expenditure of £13,874.58. Cllr Wright proposed the payments, this was seconded by Cllr Ayres. A copy of the invoices, bank statements and bank reconciliation were signed off by Cllr Ayres and Cllr Matthews.

BUDGET LINE		PAYMENT DETAILS	AMOUNT
7.	Play area maintenance	Bosworth Groundcare, playbark installation	£960.00
7.	Play area maintenance	A Meller, woodstain	£52.70
9.	Clerks salary including PAYE	H Chadwick – June	£578.46
9.	Clerks salary including PAYE	H Chadwick – July	£578.46
11.	HMRC	Quarterly PAYE payment	£433.80
12.	Telephone line	TAMAR (June)	£4.18
12.	Telephone line	TAMAR (July)	£4.18
14.	Website/emails	Cuttlefish, annual subscription	£804.00
15.	Insurance	Clear Councils, annual premium	£1,840.74

16.	Hall hire for meetings	Congerstone Village Hall	£20.00
18.	LRALC/NALC	LRALC annual membership	£464.31
20.	General purchases/repairs	Cyan Teak Furniture, benches	£549.99
20.	General purchases/repairs	Yorkshire Sleeper Sawmill, planters	£1,151.76
24.	Odstone play area	I Meller, installation of goal /seesaw	£600.00
24.	Gopsall Walk	Woodward Contractors, paving for new signs	£5,832.00

**2628/2024 – To discuss the request for heritage street signs by Shackerstone Residents Association and agree actions**

A Shackerstone resident reported that they had been contact with Paul Grundy at HBBC regarding an Environmental Grant that they can apply for towards heritage street signs. It was reported that have already secured 50% of the monies and that they are looking for the parish council to endorse the project and the grant application. Councillors agreed to endorse the project.

**2629/2024 – Update regarding Gopsall Walk and agree actions**

Cllr Wright reported that the signs and plinths at Barton, Bilstone and Odstone have now been completed and that concludes the installation of the project. at Bilstone, Odstone and Barton are complete and the signs installed in all the village. Councillors reviewed the location of the sign at Church Walk, Congerstone following a complaint that had been made regarding its location. It was agreed that its current location does not cause any risk to pedestrians and to leave it where it is.

**2630/2024 – Update regarding the possible extension of Green Lane and agree actions**

Following the attendance of Cllr Meller at a recent meeting of Swepstone and Newton Burgoland Parish Council regarding the possible extension of Green Lane, the chair of the parish council, Andrew Milner joined the meeting. He reported that they are plagued with people on motorbikes and quad bikes and that they are looking at a section 249 of the Planning Act which changes the use of the road and extinguishes the right to use it with vehicles. It was noted that they already have the support of the local landowners but do need the support of Shackerstone Parish Council because the land does go across the parish. It was reported that the lane will remain a bridleway and footpath and that farm vehicles will be allowed access not other powered vehicles. Andrew Milner reported that the three gates have been fully costed and will be locked. Cllr Meller confirmed that there would be no effect on us a parish council and there is no financial implication. It was noted that there would be a need for a memorandum of understanding between the two parish councils to clarify that whilst there would be a gate on our land, Swepstone and Newton Burgoland Parish Council would cover all costs. Councillors were in full support of the application.

**2631/2024 – Update on whether Barton Residents Group wish to take over the Jubilee/Coronation statue and agree actions**

Cllr Meller reported that the group will be purchasing an orbital sphere which will be located on the green and because highways require it to be insured, the group would like the parish council to take the statue on as an asset. Cllr Wright proposed that we support this and add it to the asset register and parish council insurance once we have received their formal request, this was seconded by Cllr Meller and councillors were in agreement.

**2632/2024 – Update on the layout of Shackerstone cemetery extension 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 a civil cemetery is not bound by the same rules as a consecrated churchyard and that councillors had already agreed that the plots will face east. It was agreed that Cllr Wright would create a first draft of the layout, including a bench in the corner and that the clerk would request that when the grass is mowed that it is collected. It was noted that there will also be some tree/hedge work needed but that the apple trees will remain because they are a condition of the planning permission.

**2633/2024 – Update regarding the playgrounds and agree actions**

A member of the Shackerstone Resident Association reported that they had originally put the equipment into the play area at Shackerstone and they have determined that there is strong demand for the facilities, not just for residents but for visiting families. It was noted that they have agreed that swings are the first piece of equipment they would like to replace and are setting up a sub group to look at raising money and to search for grants for equipment. The residents association asked if there was any financial support locally it would be appreciated. Cllr Ayres commented that we could look at what s106 monies are available for Shackerstone.

Cllr Ayres commented on the overall condition of the play areas following the Rospa inspection and Cllr Matthews commented that are a few things that we need to look at getting quotes for. It was also noted that we do need to be carrying out more regular inspections than just the annual inspection. The clerk re-circulated details of a contractor that could provide this service at a charge of £75 per visit per play area. Cllr Wright proposed that we move with appointing a contractor on a quarterly basis, this was seconded by Cllr Matthews and agreed.

Cllr Meller asked if it is possible to get a bin installed at the play area at Odstone. The clerk was asked to submit a formal request to HBBC. Cllr Meller also requested that we source a fixing kit for the goal post.

Cllr Meller commented that the hedges/brambles also need to be cut back as they are encroaching on the grassed area and the grass under the seats needs to be strimmed.

**2634/2024 – To discuss the results of the speed checks and agree actions**

The clerk circulated the speed check data to councillors prior to the meeting, details of the locations and times of day had not yet been provided. Councillors agreed to revisit the feasibility of mobile signs and asked the clerk to arrange for highways to carry out a site visit to give clarity on where the signs could be located.

A member of the Shackerstone Residents Association reported that they are looking to introduce a permanent speed indicator at the busy end of the village and are seeking the support of the parish council with this proposal and any grants they may apply for to cover the estimated £4,000 costs. Councillors confirmed that they will be continuing with research into their mobile speed signs but were happy to support the residents group.

**2635/2024 – To discuss the replacement of Shackerstone and Bilstone noticeboards and agree action**

The clerk reported that the noticeboards at Bilstone and Shackerstone are past repair and circulated a quote to councillors for two replacement boards at a cost of approximately £1,800. Cllr Wright proposed that we proceed with the purchase of the two new boards, this was seconded by Cllr Ayres and agreed.

**2636/2024 – Confirmation of defibrillator checks**

The clerk reported that the defibrillators had all been checked this month. It was noted that the machines are in the process of being changed over to the EMAS system. The clerk requested that we arrange to have the phone box at Bilstone cleaned and this was agreed by councillors.

**2637/2024 – 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.

It was noted that the details of the draft local plan consultation plan would be added to the website and the noticeboards.

**2638/2024 – Agenda items for the September meeting**

- Planning
- Tree survey
- Defibrillators
- Asset register
- Risk assessments
- Speed signs/data
- Chris Brown – invite to the meeting to talk about current planning issues and standards

**2639/2024 – Date of future meetings**

- Wednesday 2<sup>nd</sup> October 2024

**The Chair closed the meeting at 20:30**

**Signed:**

**Date:**