

**Minutes of the Meeting of Misterton with Walcote Parish Council
Held on Thursday 26th April 2018 at 8.00pm in Walcote Memorial Hall**

Present: Cllr Lindsey Astle (Chair) Cllr Elizabeth Marsh, Cllr James Robertson, Cllr Seph Green, Cllr Paul Hobbs, Cathy Walsh (clerk) and 2 member(s) of the public.

1. To receive any Apologies for Absence

None.

2. To receive Declaration of Member's Interests

None.

3. To approve the Minutes from the meeting held on 22.02.18

Resolved: The minutes were approved as a true record of proceedings.

4. To note any comments or questions from residents

4.1. Culverts

LCC Flood Risk team recently inspected the watercourse and advised that it was clear at the time of inspection and the box culvert at the junction with Shambles Close has been added to the inspection. The Parish Council (PC) will keep an eye on the watercourses and will schedule their annual inspection for the summer.

4.2. Footpath on Lutterworth Road

Low hanging trees are causing an obstruction on the pavement by the Service Station and Meadow View and on the opposite side of the road opposite number 8 Lutterworth Road.

Action: Clerk to report to LCC Highways. The PC will inspect during their litter pick/village tidy up on 08.05.18.

4.3. Bench on Chapel Lane footpath towards Misterton

Some of the slats on the bench are damaged. Nick Marsh offered to assess the damage to see if the bench is repairable.

4.4. Bench on Lutterworth Road near the junction of Gilmorton Lane

The vegetation next to the bench needs cutting back. The bench also needs an inspection to make sure it is still fit for purpose.

Action: Include on Matters Arising for the next meeting.

4.5. Chapel Lane footpath from the playground towards the church

The pavement in places is very narrow. LCC has advised that they will not be undertaking any works to the footpath. The footpath appears to narrow in places due to grass/vegetation encroachment. The PC discussed whether it would be worth hiring or purchasing an edging machine to deal with the problem.

5. Matters Arising – To consider any matters arising from the meeting held on 22.02.18

5.1. Hedge Trimming – South Kilworth Road Field and at Franks Lane Play Area

The beech hedge at Frank Lane playing field has been cut, there is still some more work to be done to finish the work. The hedge cutting at South Kilworth Road Field is still ongoing.

5.2. South Kilworth Road Field

As the land is not stock proof this makes it difficult to rent out. Cllr Green agreed to make contact with those who expressed an interest in renting the field. He also advised that he regularly clears large volumes of litter that has been fly tipped from gateway.

Action: To include on Matters Arising for the next meeting.

5.3. Footpath/Pavement Issues

The condition of the pavement on the corner of Chapel Lane towards Yew Tree House was reported to Highways 24.01.18. Highways has completed an assessment of the job and marked up the damage.

Action: The clerk to contact Highways for an update.

The pavement on Chapel Lane by the AED was covered in moss making it slippery to walk on. It looks like someone has swept the path, this may be a result of a recent article published by the PC in the Five Parishes Newsletter.

Action: The PC will inspect during the litter pick/village tidy up on 08.05.18.

5.4. Dog waste bin at Chapel Lane Play Area

The Parish Council has repaired the lid of the dog waste bin.

5.5. Skate Park

Cllr Robertson and Cllr Hobbs gave up many hours of their time to clean the skate park and jet wash the concrete. The Parish Council commended them on their magnificent job and thanked them for their hard work.

5.6. Litter

The PC has arranged a litter pick/village tidy up on 08.05.18 at 6pm. Harborough District Council (HDC) will provide all the necessary equipment. The PC will produce a leaflet to go out with the Swift Flash to publicise the event and ask for volunteers.

5.7. Artwork for the Noticeboard

The artwork is now in situ.

5.8. Chapel Lane footpath mowing

Cllr Robertson mowed the footpath leading from Chapel Lane Play Area up to St Leonard's Church. The PC formally thanked Cllr Robertson for this.

5.9. Dog Waste bin on Franks Lane

The bin has been damaged by a vehicle reversing into it and needs straightening.

6. Financial Matters

6.1. Accounts for payment

Cheques signed prior to the meeting - **payment from 2017-2018 financial year**

Payee	Description	Amount
Langley Marketing Ltd	Bench (to replace damaged one on Triangle)	£972.00
Flexpress Limited	Artwork panel for the noticeboard	£174.00
	Total	£1,146.00

Cheques signed at the meeting

Payee	Description	Amount
MWCT	Hall hire 26.04.18 and 26.05.18	£20.00
Harborough District Council	Litter & dog waste emptying contract	£159.72
Kate Green	Printer ink for Parish Council printing costs	£24.55
LRALC	NALC (£25.79) & LRALC (£164.59) membership 1.4.18 to 31.3.19	£190.38
Cathy Walsh	Clerk's allowances and expenses April 2018	£25.00
Lindsey Aistle	Hire of meeting room at Black Horse for Neighbourhood Plan mtg	£25.00
Came & Company	Insurance renewal 01.06.18 to 31.05.19	£671.99
Leicestershire and Rutland PFA	Membership (Playing Fields Ass.) 18.05.18 to 18.05.19	£30.00
	Total	£1,146.64
	Grand Total	£2,292.64

6.2. Financial Statement

Opening Balance	1-Apr-18	£18,945.98
Receipts to	19-Apr-18	£9,075.00
Payments to	19-Apr-18	-£901.99
Closing Balance	19-Apr-18	£27,118.99

The balance carried forward is represented by these funds

Current Account	£300.00	
Business Reserve account	£21,119.44	
Capital Reserve Account	£6,601.54	
Add income received but not yet banked	£0.00	
Less payments made but not yet presented	-£901.99	
Bank Reconciliation to	19-Apr-18	£27,118.99

6.3. To approve the Accounts & Financial Statement for 2017-2018

Resolved: To approve.

6.4. To verify and sign the year end Bank Reconciliation and Bank Statements for 2017-2018

Resolved: The statements and Bank Reconciliation were verified and signed.

7. To note any planning matters

None.

8. Neighbourhood Plan - To provide an update on the progress of the Neighbourhood Plan

The Advisory Group together with about 10 other residents met in the Black Horse on 05.03.18, the landlord opening specifically for this purpose, with a view to taking things to the next stage. Three facilitators from YourLocale were present and explained the process. We were then invited to join one of three Theme Groups: Environment, Housing and the Economy and Transport.

Since then each of the three groups has continued to meet on a regular basis with a view to formulating draft policies and regrouping as a whole later in the summer to coordinate the plan.

If any other resident wishes to join any of these groups they would be very welcome as indicated on the Parish Council's website.

9. Children's Play Areas

9.1. To note the Routine Inspection of Children's Play Areas

No new issues to report.

9.2. To schedule dates of future inspections

Future inspection dates were scheduled.

9.3. To consider purchasing replacement junior swing seats

The junior swing seats are showing signs of wear and are shortly due for replacement.

Resolved: To purchase two replacement seats.

Action: Cllr Green will measure up the dimensions of the seat to order.

9.4. Proposed replacement of the skate ramps

This is still ongoing (see item 10 for grant funding application details).

Action: To be included on the next meeting agenda.

10. To consider the Eight Parishes Community Interest Company Community Fund applications

Misterton with Walcote Parish Council | £4,000 | Skate Ramp Replacement Project

The current skate park is deteriorating and the equipment needs to be replaced. Other fundraising attempts have already been started, with £1,000 secured funds from the Kilworth Challenge.

Resolved: To award £4,000 towards the project on the proviso the money is returned if the project does not go ahead.

Misterton with Walcote Parish Council | £2,000 | purchase shares in the Black Horse Community Benefit Society

The PC sought legal advice which advised that it was permitted to buy shares. The purchase of shares would enable the PC to participate in the management committee and secures the future of the Black Horse.

Resolved: To award £2,000 to MWPC to purchase shares.

Resolved: To purchase £2,000 shares in the Black Horse Community Benefit Society using Eight Parishes CIC funding.

Jill Haines | no grant amount specified | resurfacing of public footpath and access between numbers 28/30/32 Brook Street

Resolved: The PC rejected the application as it did not meet the relevant criteria/additional funding sources had not been sought.

Misterton with Walcote Community Trust | £1,500 | To replace the outdated lighting in the village hall's lobby

The PC is concerned that this could be perceived as a maintenance issue and decided that as the

Trust was asking for a high percentage of the total cost of the work it was not happy to award the full amount requested.

Resolved: To award £1,000 of funding towards the cost of replacing the lighting.

Misterton with Walcote Community Trust | £500 | To replace two hand dryers

Resolved: The Parish Council declined this application on the grounds that it believes the cost of replacing the hand dryers should be covered under the Trust's maintenance funds.

Misterton with Walcote Parish Council | £600 | Footpath improvements from Chapel Lane into Redmayne's field

£500 funding was requested for levelling the footpath and improvements and £100 towards improving the steps.

Resolved: To approve the application.

11. To consider solar motion sensor lighting for the village hall access road

Resolved: To order 3 sets of lights at a cost of £53.97.

12. General Data Protection Regulation (GDPR): To adopt the 'Privacy Notice' and next steps

The government has removed the requirement for a local council to appoint a DPO (Data Protection Officer).

Action: To become compliant, the PC will carry out a data audit on personal information it holds.

Resolved: To adopt the following: Data Protection Policy, Data Breach Policy, Privacy Notice for councillors, staff & Role Holders and General Privacy Notice. The notices will also be made available on the Parish Council website.

Action: The clerk was asked to attend the next 'Data Protection and Freedom of Information for Local Councils' training course.

Resolved: In order to comply with GDPR the Council must register with the ICO (Information Commissioner's Office) at a cost of £35 annual fee.

Action: Cllr Hobbs agreed to look into email options for public email addresses for Councillors.

13. Consultation on the Draft Passenger Transport Policy & Strategy

Resolved: To make no comment.

14. To consider a request to pitch 3-4 tents by the Memorial Hall for a wedding on 18.08.18

Resolved: The PC is happy to agree to this.

15. Any other business – for notification only

None.

16. To confirm the date/s of the next meeting

The next meeting(s) will be held on:

Thursday 24th May 2018, this is the Annual Parish Meeting at 7.30pm and the Annual Meeting of the Parish Council at 8pm.

The chair closed the meeting at 9.22pm.