

Minutes of the meeting of Misterton with Walcote Parish Council Held on Thursday 08th January 2015 at 8pm at Walcote Memorial Hall

Present: Cllr Seph Green (Chair), Cllr Liz Marsh, Cllr James Robertson, Cllr Paul Hobbs, Cllr Lindsey Astle, Cathy Walsh (Clerk) and 2 members of the public.

1. Apologies for Absence

None

2. Declarations Of Interest from Councillors

Cllr Robertson declared a personal interest in agenda item 6.2. Planning Matters – 15/00001/FUL (Revised scheme of 14/01171/FUL) | 16 Brook Street Walcote.

3. To approve the minutes from the meeting held on 13.11.14

Resolved: The minutes of the meeting held on 13.11.14 were approved as a true record of proceedings.

However, it was noted that the closing date for Windfarm Community Fund grant applications (item 8.2) has been changed since the meeting. The closing date is now 28.02.15 instead of 31.01.15.

4. To note any comments of questions from residents

None

5. Children's Play Areas

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

Inspections were made on 08.12.14 and 04.01.15. During the inspections it was noted that the carousel was hard to rotate and making a slight grating noise. However, during January's inspection the weather conditions were sub-zero which may have caused the equipment to freeze.

Action: to review at the next meeting in case the cold weather is causing the problem.

5.2. To receive an update on the new signage for the playground from Cllr Marsh

Resolved: The Council approved the draft copy of the signage, subject to correcting the errors made on the postcode and phone number.

5.3. To schedule dates of future inspections

Future inspection dates were scheduled.

6. To note any planning matters

6.1. 14/01706/FUL | Erection of garage | Poultney Grange Farm, Lutterworth Road, North Kilworth.

Resolved: The Council made no comment on the application

6.2. 15/00001/FUL | Demolition of existing bungalow and erection of two detached dwellings (revised scheme of 14/01171/FUL).

Resolved: The Council made no comment. It was noted that they still have concerns about asbestos in the existing building and the loss of at least three on-street parking spaces.

7. Financial Matters

7.1. Financial Statement

Balance Sheet and Bank Reconciliation for year ending 31st March 2015

Opening Balance	1-Apr-14	£16,940.03
Receipts to	1-Jan-15	£14,948.78
Payments to	1-Jan-15	-£17,443.19
Closing Balance	1-Jan-15	£14,445.62
The balance carried forward is represented by these funds		
		£
Current Account		£300.00
Business Reserve account		£14,653.12
Capital Reserve Account		£0.10
Add income received but not yet banked		£0.00
Less payments made but not yet presented		-£507.60
Bank Reconciliation to	1-Jan-15	£14,445.62

7.2. Accounts for payment

7.2.1. Cathy Walsh – Allowances & expenses | £36.36

7.2.2. James Robertson – alcohol for Christmas event an Quiz Night | £169.91

7.3. Motion to approve the Budget for the Financial Year 01.04.15 to 31.03.16

Resolved: To approve the Budget for the Financial Year 01.04.15 to 31.03.16. Attached as appendix A.

7.4. Motion to approve the Precept for the Financial Year 01.04.15 to 31.03.16

Resolved: To approve the Precept for the Financial Year 01.04.15 to 31.03.16.

The Budget Requirement is £13,441.24, the Parish Council will receive a Council Tax Support Grant from Harborough District Council of £313.77 (treated as a windfall). Therefore, the Precept Requirement is **£13,127.47**. This is a 1.8% increase for 2015/16.

7.5. Motion to approve the Budget Statement for the Financial Year 01.04.15 to 31.03.16

Resolved: To approve the Budget Statement for the Financial Year 01.04.15 to 31.03.16. Attached as appendix B.

8. To receive updates on the following:**8.1. Quote for hedge laying at rear of the village hall (Cllr Green).**

Action: to carry forward to the next meeting.

8.2. To consider CGD Contractors Ltd.'s quote for broad leaf weed and dandelion spraying

The quote was discussed, further information is required from CGD Contractors Ltd before a decision can be made.

Action: The clerk was asked to find out what herbicide would be used and whether the quote (dated 01.06.14) is still valid.

Action: The clerk was asked to obtain a second quote from LanGuard.

9. To consider applying to the Windfarm Community Fund for the footpath improvement project

Resolved: To make an application to the Windfarm Community Fund.

10. To consider the proposed quote for resurfacing works to the Triangle

The Council were not happy with the quote and asked for a second quote to be obtained.

Action: Cllr Robertson to obtain a second quote to be presented at the next meeting.

11. To consider the request from Misterton with Walcote Community Trust for grant funding

Misterton with Walcote Community Trust requested grant funding of £1,000 towards improving the fire exit access at the back of the village hall. The ground is currently uneven meaning that disabled/infirm users of the hall would have difficulty exiting the hall via this route in the event of a fire.

Resolved: to approve grant funding of £1,000 towards the improvements.

12. To discuss the idea of a Village Emergency Telephone System (VETS) for the Parish

Often when a cardiac arrest occurs the person attending the patient is on their own and cannot leave to fetch the defibrillator. The VETS system allows a person to dial a dedicated phone number and immediately contact up to 10 people who are available to offer assistance. The Parish Council liked the idea of such a system and wanted further information how the system works.

Action: The Clerk to investigate.

13. To consider taking part in the National "We are Watching You" Dog Fouling Campaign

Resolved: The Council were not keen on this campaign and decided not to partake.

14. To consider the Transparency Code - This code sets out what information smaller authorities should be publishing

The government has published a Transparency Code for smaller authorities with a turnover of £25k or less. This is currently 'recommended practice' but likely to be mandatory from 01.04.15. The Parish Council should publish:

- A. all items of expenditure above £100
- B. end of year accounts
- C. annual governance statement
- D. internal audit report
- E. list of councillor or member responsibilities
- F. the details of public land and building assets
- G. Minutes, agendas and meeting papers of formal meetings

The Parish Council believe they currently comply with all of the above (the Clerk will double check and rectify if necessary). They were unsure whether information detailed in point 'F' was published.

Action: The clerk to check and publish details of public land and building assets on MWPC website and any other documents required.

09.01.15 - Upon checking published documents on MWPC website the asset information is already published. It can be found in 'Financial Information' and is part of the 'Accounts and Financial Statement' document.

15. To note the Annual Accounts from Misterton Charities

Noted

16. Any Other Business – for notification only

16.1. Windfarm Community Fund

Cllr Marsh confirmed that she would put a notice in the Five Parishes Newsletter and leaflet drop to inform people of the change in application deadline date.

16.2. Walcote C of E Religious Education Fund

The Parish Church Council (PCC) has found the documents and forwarded copies to the Parish Council which establish details of the terms of the trust setting up the above fund. Relevant points from the Statutory Instrument document were discussed.

Two trusts were created by the instrument – one provides for the use of a proportion of the assets by the Diocesan Board of Education and there is a separate trust for the purpose of providing religious education within the Parish of Misterton. With this in mind the PCC are keen to set up a church service along the lines of Messy Church.

The PCC also propose to use a proportion of the fund (one third) to contribute towards installing toilet and kitchen facilities at the church.

The Parish Council fully supports the PCC's decision on using a proportion of the fund to install toilets and kitchen facilities at the church.

Action: The Clerk to confirm this in writing to the secretary of the PCC.

17. To confirm the date of the next meeting

The next meeting date was confirmed as Thursday 26th February 2015 at 8pm.

The Chair closed the meeting at 9.15pm.

Appendix A

BUDGET - FINANCIAL YEAR 2015-2016

INCOME CATEGORIES		2015-2016	
Bank Interest		£ 10.00	
Rent of S Kilworth Rd Field		£ -	
Allotment Association		£ 50.00	
Return of VAT paid in 2014-15		£ 1,773.00	
Expected surplus carried forward		£ 12,265.76	
Estimated TOTAL INCOME		£ 14,098.76	

EXPENSE CATEGORIES	Sub-totals	2015-2016	Notes
General Administration	£ 8,890.00		
Audit Fee		£ 180.00	£120 Grant Thornton & £44 Internal Audit
Chairman's Allowances		£ -	
Clerk's Allowances		£ 260.00	£120 per year (using home as office). £6 for Broadband
Computing Equipment		£ 500.00	
Election Expenses		£ 500.00	
Insurance Premium		£ 700.00	
Office Expenses		£ 300.00	
Rent of Hall		£ 150.00	
Salary		£ 5,500.00	
Subscriptions		£ 400.00	LRALC, RCC, SLCC, CPALC & Leicestershire & Rutland Playing Fields Association
Training Courses		£ 200.00	For any potential new Councillors elected in the 2015 elections
Travel & Meeting Expenses		£ 200.00	For any potential new Councillors elected in the 2015 elections
Arts and Entertainment	£ 1,500.00	£ 1,500.00	Towards Beer Festival, Pub Night and Walking Festival, Santa Hunt events
Allotments - Rent	£ 50.00	£ 50.00	£50 paid to HDC for rent of Bufton Allotments
Village Hall	£ 2,000.00	£ 2,000.00	£2k allocated to improve lighting and safety
Churchyard Upkeep	£ 450.00	£ 450.00	Not including grass cutting
Parks & Open Spaces	£ 8,500.00		
Grass Cutting		£ 2,500.00	Also includes grass cutting at the churchyard in the mowing contract
Hedge and Tree Maintenance		£ 750.00	Willow tunnel for park and hedge for the rear of the village hall
Litter & Dog Waste Bins		£ 1,250.00	Including the purchase of two litter bins
Triangle Renovations		£ 3,000.00	
Maintenance		£ 1,000.00	
Playgrounds	£ 1,150.00		
Play Areas Inspection		£ 150.00	
Maintenance		£ 1,000.00	
Equipment Reserve		£ 1,000.00	
Public Information	£ 500.00		
Website		£ 400.00	Website support service
Donation to CAB		£ 100.00	
Notice Board		£ -	
Playground Signage		£ -	
Section 137 Payments	£ -	£ 2,500.00	Limit for 2015-16 is £7.36 per elector
Grants to community groups		£ -	
Contingency Fund	£ 1,000.00	£ 1,000.00	
Earmarked Funds	£ -		

Estimated TOTAL EXPENSES

£ 27,540.00

Budget Requirement

£13,441.24

Council Tax Support Grant

£313.77

Precept Requirement

£13,127.47

Appendix B

2015-2016 Budget Statement January 2015

In preparing the budget, for the financial year 1st April 2015 to 31st March 2016, the Council had the following aspirations in mind:

- To meet the financial obligations of the Council
- To carry out those activities, which it was considered would improve the quality of the local environment
- To assist village organisations and thereby help to improve community cohesion

The following points were noted.

1. The budgeted Parish Precept is £66.79 per Band D property. This is a 1.8% or £1.16 increase in Council Tax.
2. Harborough District Council has committed to provide a Council Tax Support grant for 2015-16 of £313.77. This is to be treated as a windfall.
3. It is suggested that £2500 be earmarked under section 137 of the Local Government Act 1972 for the Council's grant scheme to benefit residents of the parish.
4. The next Parish Council elections will be held in May 2015. Therefore, £500 was allocated towards election expenses and extra funds were allocated for any additional training courses and travel & meeting expenses for new councillors.
5. The Council have ongoing plans to renovate The Triangle, as this is a focal point of the village. So £3000 remained in the budget towards the renovations.
6. £2000 has been allocated towards improving the lighting and safety at the village hall.
7. £1,500 has been earmarked towards Seasonal/Cultural events. This includes the 2015 Beer Festival, Pub Night, Walking Festival and Santa Hunt. The Council felt that such events were important for village following the closure of The Tavern Inn.
8. Finally, it was thought prudent to allocate £1,000 in the Contingency Fund.

Budget and Precept approved on: 08th January 2015