

## ULLESTHORPE PARISH COUNCIL

**Minutes of the Annual Meeting of Ullesthorpe Parish Council followed by an Ordinary Meeting held virtually via Zoom on Monday 5<sup>th</sup> October 2020 at 7.45pm.**

**Present Councillors:** Lesley Chamberlain, Hugh Robertson Smith, Geoff Turley, Simon Smith and Steve Smith.

**In attendance:** Katherine Clarke (Parish Clerk) and District and County Councillor Rosita Page.

***The Clerk opened the Annual Meeting and asked the Chair and Vice Chair to stand down.***

### **20-110 Election of Chair**

The Clerk asked for nominations for Chair. Cllr Chamberlain proposed Cllr Simon Smith to stand as Chair, Cllr Turley seconded, all agreed. Cllr Simon Smith accepted.

***The Clerk handed over to Cllr Simon Smith.***

### **20-111 Election of Vice Chair**

Cllr Turley proposed Cllr Robertson Smith as Vice Chair, Cllr Steve Smith seconded, all agreed. Cllr Robertson Smith accepted.

### **20-112 To receive Declarations of Acceptance of Office**

The Clerk will send declarations to Cllr Simon Smith and Cllr Robertson Smith to sign and return.

### **20-113 To receive apologies for absence**

- No apologies for absence received.
- Cllr Oswald has resigned as a councillor with immediate effect. The Clerk will advertise the casual vacancy. The Chair noted thanks to Cllr Oswald for her contributions to UPC.

### **20-114 To receive Declarations of Members' Interests on items on the agenda**

*Members are asked to declare personal interests in any item on the agenda. Members are reminded that the Code of Conduct which took effect from 7 August 2012 provides that they should declare the existence and nature of their personal interest at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is prejudicial, they should withdraw from the room and not seek improperly to influence a decision about that matter.*

- Cllr Simon Smith declared an interest as a trustee of Baldwins Charity Trust.
- Cllr Simon Smith declared an interest as a trustee of Marc Smith Educational Charity.
- Cllr Simon Smith declared an interest in agenda item 20-126 as he knows the tree specialist personally.

### **20-115 To receive the outgoing Chair's Report for year ended 31.03.20**

Cllr Chamberlain read out her report for year ended 31.03.20. The Clerk noted thanks to Cllr Chamberlain on behalf of UPC for all the hard work she has done for the village during her time as Chair. Cllr Smith also thanked Cllr Chamberlain.

### **20-116 To receive annual reports from Claybrooke Join Burial Board, Village Hall Committee, Marc Smith Educational Charity, Baldwins Charity Trust, Ullesthorpe Playing Fields Association, Alderman Newton Educational Trust**

Annual Reports were read from the following organisations, copies are available on request: Claybrooke Joint Burial Board, Village Hall Committee, Marc Smith Educational Charity, Baldwins

Charity Trust, Alderman Newton Educational Trust. At the time of the meeting no report has been received to date from the Ullesthorpe Playing Fields Association.

Cllr Page joins UPC in noting the reports and thanks the organisations for the good work that has been done during the year on behalf of the public.

**20-117 To appoint Parish Council representatives to the following committees and associations: Claybrooke Join Burial Board, Village Hall Committee, Marc Smith Educational Charity, Baldwins Charity Trust, Ullesthorpe Playing Fields Association, Alderman Newton Educational Trust**

Claybrooke Joint Burial Board – Cllr Chamberlain

Village Hall Committee – Cllr Steve Smith

Marc Smith Educational Charity – Cllr Turley

Baldwins Charity Trust – Cllr Chamberlain will represent the Parish Council temporarily until the casual vacancy is filled.

Ullesthorpe Playing Fields Association – Cllr Turley

Alderman Newton Educational Trust – Brian Fowler will continue to act as the appointed representative for all Parish Council's involved with the Trust.

***The Annual Meeting concluded at this point and the meeting continued as an Ordinary Meeting.***

**20-118 To note any questions or comments from the public (15 minutes)**

No members of the public were present.

**20-119 To approve and sign the minutes of the meeting held on 7<sup>th</sup> September 2020**

Cllr Simon Smith proposed signing the minutes of the meetings held on 7<sup>th</sup> September 2020 as accurate, Cllr Turley seconded, all agreed. The minutes are to be signed electronically as per the temporary standing orders.

**20-120 To review any actions arising from the meeting held on 7<sup>th</sup> September 2020**

- The Clerk has contacted the residents at Green Gardens that raised concerns regarding parking on Green Gardens. Cllr Page suggested siting outdoor adult gym equipment.
- Cllr Robertson Smith raised a question to Cllr Page regarding the Magna Park Fund.
- The Clerk has been unable to contact Seven Locks Housing re. the overgrown hedge at Orchard Walk, Cllr Page will investigate.
- Regarding the traffic calming on Ashby Road, UPC will find the original documentation and liaise with Cllr Page on the matter.
- Regarding the traffic cones placed on Main Street, UPC will write to the occupants of the White House and York Cottage.

**20-121 Matters arising from District and County Councillor Rosita Page**

- Cllr Page has been in regular contact via phone and email throughout the month with the Councillors and the Clerk updating and advising on issues concerning UPC and assisting with any concerns UPC have raised.
- Cllr Page thanked UPC for all their work, efforts and support throughout the year.

**20-122 Financial Matters**

**a) To note the Bank Reconciliation to 05.10.20**

The last bank statement received, dated 04.09.20, has been reconciled to the cash book. Copies of the reconciliation have been circulated to the Parish Council. The reconciled balance is £26,755.21.

**b) Accounts for payment**

- Cllr Simon Smith proposed and Cllr Robertson Smith seconded payment of the following accounts, all agreed:

CHQ NO	PAYEE	DETAIL	AMOUNT
001349	K Clarke	Parish Clerk salary and expenses	£308.58
001350	E-on	Streetlighting maintenance contract	£28.56

**c. Other financial matters**

No matters raised.

**20-123 Planning Matters****a. To consider planning application 20/01465/TCA****Works to trees****The Chequers Country Inn, Main Street, Ullesthorpe**

*Resolved: The Parish Council has no objections to the application.*

**b. To decide the Parish Council response to the Government White Paper on planning reform**

The Clerk is compiling a response for circulation.

**c. Other planning matters**

No other planning matters raised.

**20-124 To discuss environmental matters including wildflower provision**

- There is a trial area currently underway at the playing fields. Depending on the success of the trial UPC will investigate the possibility of creating some wildflower verges around the village.
- UPC will place some wildflower seeds in areas that cannot be mowed and have stinging nettles.

**20-125 To receive an update on village maintenance**

No matters raised.

**20-126 To discuss the maintenance of the railway cutting**

- Cllr Simon Smith has obtained a second quote for the fencing at the bridge and will obtain a third.
- Cllr Simon Smith has been to the railway cutting with a tree specialist to identify urgent tree works. There are a number of trees adjacent to Fairway Meadows that are overhanging neighbouring properties that need attending to. The trees next to the railway bridge need to be felled.
- Cllr Smith has circulated a document regarding immediate maintenance requirements. Cllr Turley is in the process of preparing a long-term vision statement.

**20-127 To discuss grass cutting provision for 2021**

- Leicestershire County Council will undertake the main cuts for Ullesthorpe in 2021.
- The Clerk will prepare a 5-year comparison on grass cutting and circulate to the Parish Council.

**20-128 To receive an update on the Neighbourhood Plan**

No update received.

**20-129 To discuss s106 contributions**

- Cllr Robertson Smith has corresponded with Matthew Bills at Harborough District Council regarding s106 allocations.
- Cllr Turley asked if we should identify what the village wants and needs and then looking for funding rather than trying to find projects for funds available. It was decided that all Councillor's will circulate their ideas for projects via email.

**20-130 To discuss the Burial Board regarding matters raised under agenda item 20-105 at the meeting held on 07.09.20**

- The Clerk will contact the Burial Board to ask if the accounts, annual statement etc. can be published on the UPC website.
- The Clerk will contact Claybrooke Magna Parish Council and Claybrooke Parva Parish Council to

enquire about reserves for the purchase of new land.

**20-131 To discuss the precept requirement for 2021/22**

The Clerk advised that the deadline for submission will be January 2021 and asked all the Councillor's to start thinking about any items that may need to be added to the precept.

**20-132 A.O.B. - FOR NOTIFICATION ONLY**

- Cllr Turley read out an email he has received from UPFA.
- Cllr Page reminded UPC that they need to submit a response to the Magna Park application.

**20-133 Clerk's Report and Correspondence**

- The postponed Gypsy and Traveller Workshop at Harborough District Council will be held virtually on 12.11.20 at 6.00pm. Cllr Robertson Smith will attend on behalf of UPC.
- The Service of Remembrance will be held via Zoom. The laying of wreaths will be filmed on Saturday 31<sup>st</sup> October 2020 and played during the Zoom service. Cllr Simon Smith will attend to lay the wreath on behalf of UPC. The Clerk will arrange for the wreath to be delivered to the village shop.
- Two letters have been received from parishioners regarding speeding issues in the village.

**20-134 Date of next meeting**

The date of the next meeting of the Parish Council will be Monday 2<sup>nd</sup> November 2020 at 7.45pm. It is planned that the meeting will be in a hybrid format, live at the village hall and remotely via Zoom.

***The Chair closed the meeting at 10.26pm.***

**Signed:**

**Date:**