

ULLESTHORPE PARISH COUNCIL

**Minutes of the Ordinary Meeting of Ullesthorpe Parish Council held virtually via Zoom on
Wednesday 3rd June 2020 at 7.30pm.**

As the Chair was unable to partake in the meeting verbally it was agreed by all that Cllr Robertson Smith would chair the meeting.

Present Councillors: Hugh Robertson Smith, Geoff Turley, Steve Smith, Stephanie Oswald and Simon Smith.

In attendance: Katherine Clarke (Parish Clerk), no members of the public were present.

20-054 To receive apologies for absence

Apologies of absence received from Cllr Lesley Chamberlain and District and County Cllr Rosita Page.

20-055 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 Stephanie Oswald declared an interest in any matter relating to the railway cutting project.

20-056 To co-opt Steve Smith to fill the Casual Vacancy

All agreed to co-opt Steve Smith to UPC. The Clerk will send him a Declaration of Acceptance of Office to be signed and returned. The Clerk will then countersign the document as Proper Officer of the Council. Cllr Hugh Robertson Smith welcomed Cllr Steve Smith to UPC.

20-057 To note any questions or comments from the public (15 minutes)

No members of the public present, however, it was noted that a parishioner has advised UPC that concrete has been left at the private gateway next to the Village Hall. Cllr Hugh Robertson Smith will investigate.

20-058 To approve and sign the minutes of the meeting held on 6th May 2020

Cllr Stephanie Oswald proposed signing the minutes of the meeting held on 6th May 2020 as accurate, Cllr Simon Smith seconded, all agreed. The minutes are to be signed electronically as per the temporary standing orders.

20-059 To review any actions arising from the meeting held on 6th May 2020

- It was noted that the house with the damaged verge on Mill Rad has put down turf on the verge.
- Cllr Simon Smith advised that the damaged handrail on Orchard Walk has been repaired.
- Cllr Simon Smith has spoken to the owner of the railway bridge, the owner has asked Cllr Simon Smith to send him copies of the photographs he took of the water leak. Cllr Simon Smith has reported the matter to Cllr Rosita Page.

20-060 Matters arising from District and County Councillor Rosita Page

Cllr Rosita 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.

20-061 Financial Matters

a) To note the Bank Reconciliation to 03.06.20

The last bank statement received, dated 05.05.20, has been reconciled to the cash book. Copies of the reconciliation have been circulated to the Parish Council. The reconciled balance is £33,309.05.

b) Accounts for payment

- The Clerk advised that two annual invoices have been received from Npower for the streetlight on Frolesworth Road, both are much higher than anticipated. UPC agreed to put the invoices on hold whilst the matter is investigated.
- The Clerk advised that an invoice has been received from Reliable Landscape Services for £715.63, which is higher than expected, the invoice includes work that the contractor was not requested to undertake. UPC agreed to pay part of the invoice and query the remainder with the contractor.
- Cllr Geoff Turley proposed and Cllr Steve Smith seconded payment of the following accounts, all agreed:

CHQ NO	PAYEE	DETAIL	AMOUNT
001330	HDC	Emptying of waste bins	£156.41
001331	S Hayto	Wildflower expenses	£65.49
001332	Reliable Landscape Services	Grass cutting etc.	£555.63
001333	K Clarke	Parish Clerk salary and expenses	339.40
001334	Groundwork UK	Return of Neighbourhood Plan grant	£6,760.75

20-062 Planning Matters**a. To consider planning application 20/00700/FUL**

Erection of s single storey rear extension

Ivy House, College Street, Ullesthorpe

Resolved: UPC has no objection to the application.

b. Other Planning Matters

1. It was noted that UPC have no objections to the proposed amendment of planning conditions on planning application 19/01595/VAC, Land North Side of Ashby Road.
2. UPC will submit an objection to Rugby County Council's concerning the major application, R20/0295, for a truck stop adjacent to the Cross in Hand roundabout.

20-063 To discuss any matters arising in the village as a result of the coronavirus pandemic

Pastor Anna Lachowski has sent a report of the work undertaken by the volunteer group over recent weeks. UPC have asked her if there is anything they can do either financially or otherwise to support the group. Cllr Hugh Robertson Smith proposed contacting HDC in recognition of the outstanding work undertaken by the volunteer group as a whole.

20-064 To receive an update on environmental matters, village maintenance and grass cutting

- Cllr Simon Smith advised that it will be necessary to undertake further infill work on the railway cutting steps in the near future.
- Cllr Simon Smith has removed some small branches from the railway cutting. There are some higher branches that are starting to encroach over the highway, this matter will need attending to in the next couple of months. Cllr Simon Smith will prepare a list of works required.
- Cllr Simon Smith advised that Leicestershire City Council have undertaken the first grass cut of the season which was deferred due to the coronavirus pandemic.
- As noted under financial matters the grass cutting contractor has undertaken work that they were not authorised to do. The Clerk will advise the contractor that no further work must be undertaken without authorisation. At the end of the cutting season UPC will retain the keys for the shed and mower etc.

20-065 To receive an update regarding UPFA

- UPC agreed to invite representatives of UPFA to the July meeting to re-establish a relationship a working relationship.

20-066 To receive an update on the Neighbourhood Plan

- It was noted that UPC need to return the unspent balance of the 2019/20 grant to Groundwork UK and reapply for 2020/21.

20-067 A.O.B. - FOR NOTIFICATION ONLY

- Cllr Simon Smith advised that he is still concerned about the overgrowth from the White House on to Manor Road.
- Cllr Simon Smith is investigating a potential water pollution issue.
- Cllr Simon Smith is concerned about possible interference with the watercourse, he will refer the matter to Cllr Rosita Page.
- Cllr Simon Smith advised that he is going to obtain a price for a fire extinguisher for the mower.
- Cllr Geoff Turley asked about the Annual Meeting of the Parish Council. It was noted that the new legislation allows the requirement for an annual meeting to be suspended. The Clerk advised that it has not yet been possible for the internal audit to be completed.
- It was noted that the Craft and Produce Show, Open Gardens and Garden Competition are not taking place this year due to the coronavirus pandemic. Cllr Stephanie Oswald advised that instead of the Craft and Produce Show, a Scarecrow Competition will be held on the Sunday and Monday of the August Bank Holiday.
- Cllr Robertson Smith asked the Clerk to provide him with the contact details for Matthew Bills at HDC so that he can discuss the potential s106 monies with him.

20-068 Clerk's Report and Correspondence

No matters to report.

20-069 Date of next meeting

The date of the next meeting is Monday 6th July 2020 at 7.30pm. The meeting will be held remotely via Zoom.

The Chair closed the meeting at 8.57 pm.

Approved as accurate by Ullesthorpe Parish Council on 06.07.20.