MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE MANOR FIELD PAVILION, GRANGE LANE, THURNBY, ON MONDAY 11 JANUARY 2016, AT 7.00 P.M.

PRESENT

Members: Mrs P Chamberlain (Chair), Mrs A Burrell, Mr N Garner, Mr H Gopsill, Mrs S Johnstone and Dr A Keller
District and County Councillor: Mr S Galton and District Councillor: Mr P Elliott
Clerk: Mrs S Bloy
Members of the Public: There were 9 members of the public present. In addition PC S Winn was in attendance to provide an update on policing matters.

ACTION

16/01 APOLOGIES FOR ABSENCE
Apologies for absence were received and accepted from Mrs D Childs, Mrs E Derrick and Mr I Harris. Apologies for late arrival were received from County/District Cllr Mr S Galton.

16/02 REQUESTS FOR DISPENSATION FROM MEMBERS ON MATTERS IN WHICH THEY HAVE A DISCLOSABLE PECUNIARY INTEREST
There were no requests for dispensation.

16/03 MINUTES OF THE MEETING HELD ON MONDAY 14 DECEMBER 2015
The minutes of the above meeting were approved and were signed by the Chair.

16/04 MATTERS ARISING FOR INFORMATION
There were no matters arising for information.

16/05 MATTERS RAISED BY MEMBERS OF THE PUBLIC
Members of the public informed the meeting that they were in attendance with regard to agenda item 10e (planning application 15/02017/OUT (Land South of Manor Field, Grange Lane, Thurnby)). It was agreed to bring this item forward. One member of the public read out a statement on behalf of the residents of properties on Holmleigh Gardens outlining their objections to the proposed development. Concern was expressed at the timing of notification of the application and the lack of public notices. Taking into account these objections and comments made by other residents in attendance, it was agreed to OBJECT to the application on the following grounds, to be RESOLVED under agenda item 10 (Minute 16/10 (e) refers):

- loss of an important area of open space;
- impact of the development on the Conservation Area;
- overdevelopment of the site;
- density of dwellings;
- inclusion of 2½ storey dwellings which are out of character and their impact on neighbouring properties;
- proximity of dwellings to properties on Holmleigh Gardens;
- impact of additional traffic on Grange Lane;
- conflict between vehicular access to the proposed development and that of users of the Manor Field play area, pavilion and football ground;
- impact on the pedestrian safety of users of the Manor Field facilities and the public footpath leading from Manor Field eastward toward the centre of Thurnby.

In addition, it was noted that an area to the north east corner of the site, had not been included in the area to be developed, but was marked as paddock. However, the
The planning application gave no indication as to how this would be managed.

The Chair welcomed PC S Winn to the meeting. PC Winn reported the following:
- there had only been two crimes in the last month.
- The Safer Neighbourhood Team is continuing to monitor anti-social behaviour at Manor Field and has advised the Co-op on Station Road regarding measures which could be taken to prevent ASB in the car park to rear of the building.
- While there had been a spate of burglaries on Hollies Way as reported to the December meeting of the Parish Council, there had been no further incidents.
- Following a period to allow parents to get used to the new parking restrictions on Sommerby Road, the Safer Neighbourhood Team will be monitoring the situation.

**16/06 GENERAL PURPOSES COMMITTEE**

It was agreed that there is no need for a meeting of the GPC.

**16/07 CLERK’S REPORT**

The following outcomes of planning applications were reported:
- 15/01497/FUL – erection of single storey rear extension and front porch (68 Main Street, Bushby). APPROVED.
- 15/01730/TCA – works to trees (60 Main Street, Bushby). APPROVED.

**16/08 COUNCILLORS’ REPORTS**

a) Memorial Hall – it was reported that a meeting is to be held on Tuesday 19 January 2016.

b) TABSASA – there was nothing to report.

c) Manor Field Association – there was nothing to report.

**16/09 FINANCIAL MATTERS**

It was proposed by Mr H Gopsill and seconded by Mrs A Burrell that the following payments and direct debits be approved:

**Payments:**

i) Bains Travel (Taxibus) - £225.00 (BACS)

ii) P Richards Environmental Service (dog bins) - £87.40 (Cheque)

iii) Pick Everard (50% of cost of Feasibility Study for MFP + separate commission Option 4 for T&B PC) - £3,308.85 (2,762.55 + 546.30 VAT) (Cheque)

iv) DCK Beavers Ltd (Payroll December 2015) - £30.00 (25.00 + 5.00 VAT) (BACS)

v) The Post Office (HMRC) - £840.90 (Cheque)

vi) The Cartridge House (Printer toner) - £95.95 (79.96 + 15.99 VAT) (BACS)

vii) Russ Bentley Electrical (Installation, removal and cleaning of festive lights) - £250.00 (BACS)

viii) S R Bloy (salary) - £713.14 (BACS)

ix) S R Bloy (Travelling expenses) - £13.77 (BACS)

**Direct Debits:**

i) CPRE £36.00 – this is to be reimbursed as membership cancelled

ii) BT (PCIC) - £47.92 (31 December 2015)

It was noted that an invoice for the domain name and management associated with the Parish Council website for the next two years had been received. It was agreed to defer consideration of this pending the outcome of Leicestershire County Council’s invitation to tender for the administration of Parish Council’s websites. In the meantime, it was agreed that the Clerk should obtain statistics for actual usage of the PC’s website for consideration at the next meeting.

**16/10 PLANNING APPLICATIONS**

Mrs A Burrell did not take part in discussion of this item other than to provide advice.

a) 15/01912/FUL – erection of single storey side extensions and the insertion of roof lights in the existing building. (Thurnby Reform Church, 720 Uppingham Road,
THURNBY AND BUSHBY PARISH COUNCIL

It was agreed to submit a NEUTRAL response, with no comments.
b) 15/01936/FUL – erection of single storey side and rear extension, (779 Uppingham Road, Thurnby). It was agreed to submit a NEUTRAL response with no comments.
c) 15/01955/FUL – erection of single storey extension to rear and side with associated internal alterations, (8 Stirling Derive, Thurnby). It was agreed to submit a NEUTRAL response with no comments.
d) 15/01981/TPO – works to trees (HDC TPO 142) (4 The Copse, Bushby). Having consulted with the tree wardens, it was agreed to SUPPORT this application.
e) 15/02017/OUT – erection of 18 dwellings (all matters reserved) (revised scheme of 14/01730/OUT), Manor Field OS 126, Grange Lane, Thurnby. It was agreed to OBJECT to the application on the grounds agreed earlier in the meeting (Minute 16/05 refers).

It was proposed by Dr A Keller and seconded by Mr J King that the above decisions be approved. This was RESOLVED.

16/11 MANOR FIELD PAVILION AND HILL COURT COMMUNITY CENTRE
It was agreed to take agenda items 11 (Manor Field Pavilion) and 12 (Hill Court Community Centre) together. The Parish Council referred to the review of building assets, including the Manor Field Pavilion, being conducted by HDC, the outcomes of which are still to be produced. It was noted that, while the Parish Council currently uses the Pavilion at no rental cost, HDC will in future be seeking a market rent for its properties across the district. The pavilion is in urgent need of refurbishment and it is clear that HDC are not willing to undertake this.

It was further noted that, as agreed, the Clerk had looked into the viability and potential costs of moving the Parish Council base to the Hill Court Community Centre. Positive initial responses had been received from East Midlands Housing the owners of the building and HDC who currently lease the Centre. Further details are awaited.

The Manor Field Pavilion Feasibility Report commissioned jointly by the Parish Council, Humberstone Rangers and St Luke’s was received. It was noted this provided the following options with cost estimates of between £740,000 and £860,000:
- Option 1 - refurbishment and extension of existing building
- Option 2 - rebuild
- Option 2a - rebuild with 30 person meeting area
- Option 3 – refurbishment of existing building with minor extension and a separate modular changing facility

In addition, the scope of works to refurbish the Manor Field Pavilion within the current building configuration as changing rooms and meeting space was received. The cost estimate for this was £153,000. This had been separately commissioned by the Parish Council. It was noted that while there is the potential for the Parish Council to apply for s106 monies of c. £47,000 towards the refurbishment of the changing rooms, significant additional capital funding would be required.

It was agreed that while the Parish Council was supportive of the various options for the development of Manor Field Pavilion, the potential cost implications for the Parish Council were too high. However, the Parish Council wished to ensure that the pavilion remains a community resource for the whole parish, including sports changing facilities. It was therefore agreed that the Parish Council should investigate taking on the head lease, which it would then pass on as a full repairing sub-lease, including any rental costs. It was noted that St Luke’s had indicated that they wished to proceed and were in a position to provide substantial funding. It was agreed that the Parish Council would be supportive of a bid for s106 funding towards the
changing room aspect of any development. It was felt that Hill Court met all the needs of the Parish Council and provided an opportunity to enhance usage of this centrally located community resource by a wider range of community groups in addition to current users. There would be costs involved in taking on and managing the lease, but these could at least in part be offset by letting income.

It was proposed by Mrs P Chamberlain and seconded by Mr J King that the following be agreed:

- The Parish Council pursue taking on the head lease of the Manor Field Pavilion, with a view to sub-letting to St Luke’s;
- The Parish Council pursue taking on the lease of the Hill Court Centre.

This was RESOLVED.

16/12 PRECEPT FOR 2016/17

Guidance from the Government on the local government finance settlement for 2016-17 was noted. A draft budget was received, showing:

- receipts and payments to date in 2015/16;
- predicted receipts and payments to the end of the financial year; and
- two alternative projections for receipts and payments in 2016/17, the first to bring in a balanced budget and the second to cover additional costs as detailed below.

The Parish Council noted that, in setting the precept for 2015/16, it had sought to minimise any increase over previous years. However, the draft budget prediction showed an overspend by the year end due to:

- higher than budgeted expenditure under the grants and environmental headings;
- the need to undertake a feasibility study in relation to Manor Field Pavilion; and
- an increase in salary costs following an evaluation of the Clerk’s role and review of the actual hours worked.

Members noted that some of the budget heads with an overspend would require similar levels of expenditure in 2016/17. It was also noted that there was a need to make substantial provision for two additional items:

- The costs which will be incurred following HDC’s decisions regarding Manor Field Pavilion and Hill Court; and
- The costs involved in the production of a Neighbourhood Plan.

The Parish Council agreed that minor amendments could be made to the second projection, reducing the Parish Environmental budget to £3,000 and taking out Parish poll/election costs of £125. This would lead to an increase in the precept of 41.2%, adding £13.53 per household to the annual precept element levied through the Council Tax. It was proposed by Mrs A Burrell and seconded by Mr J King that the precept for 2016/17 be set at £59,875.00. This was RESOLVED.

16/13 HIGHWAYS MATTERS: GRANGE LANE PRIORITY WORKING TRIAL

Thanks were expressed to Mrs E Derrick for reviewing the video footage recorded during two days of the priority working trial and for her detailed observations. It was agreed that the Clerk and Mr S Galton would also review the video footage and that the Clerk would compile a report for consideration at the next meeting. It was further agreed that the Clerk would advise residents who had commented on the trial that a full discussion will be taking place, should they wish to attend the meeting.

16/14 NATIONAL HIGHWAYS & TRANSPORT (NHT) PUBLIC SATISFACTION SURVEY PARISH CONSULTATION

It was commented that much of the survey is of a very general nature to which it was difficult to give a collective Parish Council response. It was agreed that the Clerk would respond to questions which are of particular relevance to the Parish Council.
ATTENDANCE BY COUNCILLORS AT PREVENT TRAINING
Attendance by Councillors either at an HDC training session or through their own work, professional or voluntary roles was noted. It was agreed that the Clerk should contact those not present to ascertain whether they wished to be included in the HDC programme.

ENVIRONMENTAL MATTERS
a) Report from Tree Wardens – It was agreed that a galvanised and painted guard be purchased and that the Clerk investigate the cost of a plaque. 
b) Litter – it was noted that Mr J Kemp (HDC) has agreed to replace the litter bin which had been removed from the green between Somberby Road and Pulford Drive. 
c) Manor Field Pond – It was noted that there is one remaining pond clearance to be undertaken by Greg Thurlow and agreed that the Clerk ascertain the cost of The Conservation Volunteers undertaking work to the pond during the next financial year. 
d) Randles Close – It was noted that the five year agreement to establish the hedgerow adjacent to Randles Close has now ended. Whilst recognising that substantial improvements had been made, it was agreed that due to other funding priorities, the Parish Council was not in a position to continue to fund the maintenance of the hedge and verge. 
e) Dog bins – It was agreed to circulate a plan of the location of existing bins (19) to all Councillors with a view to removal, where there are litter bins in the vicinity.

LEICESTERSHIRE WALKS PROJECT
It was reported that this is ongoing and an update will be given at the next meeting.

SECTOR LED BODY AUDIT PROCUREMENT
Further information was noted, including the extension (31 March 2016) to the timeframe for a decision by parish councils on whether to opt out of the arrangements. A further resolution will be required to ratify the Parish Council’s previous decision not to opt out.

AGENDA ITEMS FOR NEXT MEETING
The following items were agreed:
- Parish Council website. 
- Environmental issues - tree replacement on Telford Way; planting of Oak on Jubilee Walk; maintenance of the Manor Field pond; and, dog bins. 
- Sector led body audit procurement. 
- Open spaces in new developments – implications of decision taken by HDC regarding the expectation that parish councils will take on responsibility for new local community space.

DATE OF NEXT MEETING
The next meeting will be held on Monday 8 February 2016, commencing at 7.00 pm, at the Manor Field Pavilion.

The meeting closed at 21.10