

LEICESTER FOREST EAST PARISH COUNCIL

Minutes of the Parish Council Meeting on Wednesday 15th November 2023, held in the Reg Neal Room of the Parish Hall, Kings Drive, Leicester Forest East, commencing at 7.00pm.

Present: R. Darlison (Chair) P. Kitchen (Vice-Chair) D. Di Palma
C. Wells M. Bozzoni M. Bozzoni

Mrs H. E. Mann – Clerk to the Parish Council

23.238 To receive apologies for absence
None.

23.239 To receive disclosures of interest in accordance with the Code of Conduct
Cllr. Bozzoni declared an interest in agenda item 23.243(a).

23.240 To adjourn the meeting to receive questions from Members of the Public
None.

23.241 Planning Matters:

(a) To consider letter from Bloor Homes and receive representations from that company

Representatives from Bloor Homes attended the November Planning meeting (after the council agenda had been published) so this item is redundant.

23.242 To receive reports from County/District Councillors

District Councillor Coar gave the following updates:

DPI

Councillor Coar reiterated the process of Councillors disclosing interests.

Pizza Shop

The Pizza shop on Hinckley Road has not got planning permission, or relevant change of use permission. Therefore, BDC's planning enforcement officers have served a notice on the owners to stop works to turn the premises into a pizza shop.

Large white Advertising Sign

The large white advertising board sign outside 150 Hinckley Road had planning permission granted in 2015. However, it is Cllr. Coar's understanding that such planning permission is only valid for 5 or 6 years so they may need to reapply for permission. Therefore, a hold notice has been put on this whilst further information is obtained.

A47 Flooding

A County Councillor has said works to repair the drains, which will stop the flooding, will be completed with monies obtained from the developer of the 850+ houses planning (application number 19/1610/OUT).

Cllr. Bozzoni left the room at 7.26pm.

23.243 To discuss Finances:

(a) To approve the order paper for November 2023

The Council noted that Council had resolved, during the Council meeting on 22.07.2020 to pay all NJC PayScale increases to staff. Additionally, all three members of Council staff are employed under the NJC terms and conditions and are, therefore, contractually entitled to the NJC PayScale increases announced this month (and back dated to April 2023).

Resolution: The Council resolved to accept the order paper for November 2023.

Cllr. Bozzoni re-entered the room at 7.30pm.

(b) To consider granting a dispensation for one Councillor

The Council discussed the conflicting advice received from LRALC, NALC's legal team, BDC's Monitoring Officer and one of BDC's Deputy Monitoring Officers and was unable to come to a conclusion on whether it could grant a dispensation.

Clerk to leave 'To consider granting a dispensation for one Councillor on the December Council agenda'.

(c) To note bank the reconciliation for October 2023

Noted.

(d) To consider any grant applications received after implementation of new grants policy

None.

(e) To minute bank balances

HSBC Business Money manager as at 31.10.2023 - £245,451.23

Unity Trust Bank as at 31.10.2023 - £127,977.21.

(f) To consider top line budget items

- Hall Hire income is still below expected.
- The credit for the remembrance bench has been received.
- All other items are as expected.

(g) To discuss reserves

£266,800 general reserves,

£60,000 parish hall development EMR,

£25,005 parks/play area development EMR,

£25,005 paths around the parish EMR.

(h) To discuss approving a potential budget overspend on electricity bill *per* Financial Regulation 4.2

Resolution: The Council decided to deal with agenda items 23.243 (h) & (i) plus agenda item 23.254 altogether here.

Resolution: The Council resolved, *per* FR 4.2, to approve any overspend on gas and electricity and for the Clerk to claim back any credit on gas and electricity.

Clerk to claim back any credits owed to the Council on the gas and electricity accounts.

(i) To discuss approving a potential budget overspend on the gas bill *per* Financial Regulation 4.2

Dealt with at 23.243 (h) above.

23.244 To confirm minutes from the Council meeting on Wednesday 18th October 2023 as a true and accurate record

Resolution: Subject to the road name at 23.233 being changed to Lancelot Close from Galahad Close, the Council accepted the minutes from the Council meeting on Wednesday 18th October 2023 as a true and accurate record.

Clerk to remove the word 'draft' from the October 2023 minutes and change the words Galahad Close to Lancelot Close.

23.245 To discuss matters arising from those minutes

(a) To consider quote to introduce a new Parish Council app for smartphones

Clerk to add £1,995.00 to the budget to cover an app.

(b) To consider adding a flagpole to the Parish Hall

One Councillor contacted a flagpole company and a quote was received and discussed.

The Clerk has written to BDC to see if planning permission would be needed to erect a flagpole.

One Councillor to obtain two more quotes for flagpoles (including installation). Clerk to keep 'To consider adding a flagpole to the Parish Hall' on the December Council agenda.

23.246 To receive planning applications/decisions/enforcement cases received after the Planning meeting was held
None.

23.247 To discuss matters arising from the Planning and Parks Committee meetings held Tuesday 7th November 2023
(a) To receive quotes for scarification of wildflower garden area and consider this spend from general reserves
The Council agenda had already been published before the Parks Committee resolved to add this quote to the 2024-2025 budget.

One Councillor gave an update on trees being obtained from LCC.

23.248 To review the following Policies:

(a) Pension and Retirement Policy

Resolution: The Council resolved to remove the paragraph pertaining to internal dispute resolution from the Pensions and Retirement Policy.

Clerk to update the Pension and Retirement Policy by removing the paragraph regarding internal dispute resolution and updating the reviewed date.

(b) Information Available under the Freedom of Information Act Policy

Resolution: Council resolved to add the word 'Act' to the Information Available Under the FOI Act Policy.

Clerk to ass the word 'Act' to the Information Available under the FOI Policy and update reviewed date.

23.249 To receive update on lobbying for legislation to allow remote Parish Council meetings

It was noted that Government have still not allowed remote meetings but that NALC etc will continue to lobby.

23.250 To complete three-monthly review of action plan and begin to populate with figures for coming three years

Clerk to add any budget items which cannot be included in the 2024-2025 budget to the Action Plan with costings and to update the whole document as necessary including costings.

23.251 To consider what to do with the Film Evening's DVDs once used as the library can no longer accept them

Resolution: The Council resolved to donate Film Evening DVDs. Councillors to take to charity shop, care home or hospital on ad hoc basis.

23.252 To consider Parish Events

Discussions were undertaken on various potential Parish activities.

23.253 To consider architects final drawings

Resolution: The Council resolved to accept the final drawings from the architects for the Parish Office alterations. Additionally, once the quantity surveyors report is back, the Clerk can put the project out to tender immediately and does not need to refer to Council first.

Clerk to:

- *Contact the architects to say the final drawings have been signed off my Council and request the pack from the quantity surveyor.*
- *As soon as the quantity surveyors report is back, put the Parish Office alterations project out to tender.*

23.254 To consider applying for full refunds on the gas and electricity bills

Dealt with at 23.243 (h) above.

23.255 Plan of Work

Noted.

23.256 Clerk's report

Nothing to report.

23.257 Councillors' forum

The Council thanked one Councillor for collecting in all the lamp post poppies after Remembrance Day.

Clerk to add 'Litter Pick for 2024' to the Council agenda.

One Councillor queried when the new bin would be fitted, the Clerk assured the Councillor it would be done imminently.

23.258 Delegates reports

Two Councillors had recently attended LRACL Chairman training, they found it very useful and even more informative than the Councillor training. It was suggested that all Councillors attend the Chairman training in future.

Clerk to tell all Councillors the dates of upcoming Councillor training and ask LRALC how many Councillors the minimum number is to have training delivered in-house.

One Councillor explained that the recent first aid course had been very useful and well run; first aid certificates should be emailed out to attendees imminently.

23.259 Date of Next Meeting

Wednesday 20th December 2033 at 7.00pm.

The meeting closed at 8.43pm.