

BLABY PARISH COUNCIL
MEETING OF THE PARISH COUNCIL
To be held in virtual Meeting by Zoom at 7.30pm on
Tuesday, 12th January 2021

PRESENT: Mrs S Skeemer (Chairman),
Ms J Bellm, Mrs M Broomhead, Mr A Gullick, Mr G Harding, Mrs S McFadden,
Mr P Muton, Miss M Small, Mr Wareham, Mr Woolley, Miss L Withers (Assistant
Manager), Mrs V Jepson (Manager) & 0 Parishioners.

1318 **1. APOLOGIES FOR ABSENCE**

Apologies for absence are received from Cllr Ms L Bolton and Cllr Mr P Akroyd, the reasons for which are approved.

1319 **2. TO RECEIVE MEMBERS DISCLOSURES OF INTEREST & REQUESTS FOR DISPENSATIONS IN ACCORDANCE WITH THE CODE OF CONDUCT**

The following disclosures of interests were made: -

Mrs M Broomhead	Burial Rights	Personal
Mr G Harding	Burial Rights	Personal
Mrs S Skeemer	Burial Rights	Personal
Mr P Muton	Burial Rights	Personal
Ms M Small	Burial Rights	Personal

1320 **3. MINUTES**

a) To Receive, Approve & Sign the Minutes of the Meeting held on the 8th December 2020.

The minutes of the meeting held on the 8th December 2020, were considered for accuracy and agreed to be a true record. Proposed by Cllr Mr M Wareham seconded by Cllr Mrs M Broomhead and passed unanimously.

RESOLVED: The Chairman signed the minutes of the 8th December 2020, as approved, as a true and correct record.

b) To Receive & Adopt Committee Minutes held during December 2020: -

All Members were issued with a copy of the following minutes:

• **Planning – 8th December 2020**

The minutes of the Planning committee meeting held on 8th December 2020 were considered for accuracy and agreed to be a true record by members of the Planning committee. Proposed by Cllr Mr G Harding seconded by Cllr Ms J Bellm and passed unanimously.

• **Staff, Policy & Finance – 15th December 2020**

The minutes of the Staff, Policy & Finance committee meeting held on 15th December 2020 were considered for accuracy and agreed to be a true record by members of the Planning committee. Proposed by Cllr Ms J Bellm seconded by Cllr Mrs M Broomhead and passed unanimously.

1321 **4. FOR DECISION**

a) To Report Update of the 12 Days of Christmas Event

All members were issued with a copy of the debrief document for the ‘Twelve Days of Christmas Campaign’. The local businesses donated a total of £260.00 in prizes and the campaign reach over 33,500 people.

b) To Consider the Communications & Events Management Specification

All members were issued with a copy of the proposed Communications & Events management specification document.

AGREED: Remove the Climate Change task from the document.

AGREED: Cllr Mr P Muton, Cllr Mr M Wareham, the manager and assistant manager will assess the tenders and take the top three back to the relevant full council meeting for approval.

c) To Consider the 2021 Census Support Centres in Blaby

At the December 2020 Full Council meeting, members considered if they wanted to provide space to act as a Census Support Centre.

AGREED: Cllr Mr P Akroyd will provide more information at the next Full Council meeting on Tuesday, 9th February 2021.

d) To Consider the Resilience Partnership – Ready for Winter Plan

Members were issued with correspondence from the LLR Resilience Partnership with regards to reviewing the Community Resilience Plan, taking into account the Covid-19 pandemic.

AGREED: Members are happy with the current plan and agreed that no amendments are required.

e) To Reconsider and Approve the 2021 Calendar of Meetings

All members were issued with a copy of the revised 2021 calendar of meetings, which reflect the additional Staff, Policy & Finance committee meetings.

AGREED: All members approved the 2021 calendar of meetings.

f) To Receive & Consider Town Centre Partnership Recommendations

All members were issued with correspondence received from Blaby District Council’s High Street Co-ordinator with regards to Blaby Village centre improvements and recommendations.

AGREED: Members agreed they would like to see pictures and plans of the suggested recommendations and believe that the community should be consulted.

g) To Report Update on the Local Council Award Scheme Application

Blaby Parish Council received feedback from NALC with regards to the Local Council Award application. It stated that the majority of the criteria had been met, but some amendments were required for resubmission.

h) To Receive & Consider the Councils Financial Regulations

All members were issued with a copy of the revised financial regulations.

AGREED: Members approved and adopted the revised financial regulations.

i) To Receive & Consider the Council’s Code of Conduct Policies

All members were issued with a copy of the revised Code of Conduct.

AGREED: Members approved and adopted the revised Code of Conduct policies.

j) To Consider Rural Market Town Group

All members were issued with correspondence received from Rural Services Network with regards to the council joining the Rural Market Town group.

AGREED: Members did not wish to join the Rural Market Town Group.

k) To Report Update of Staffing Matters

• Full Time Groundsman

Members were informed that one of the full-time grounds man had submitted his resignation on Thursday, 31st December 2020 and an acceptance letter was sent to him, week commencing the 4th January 2021.

• Staff – Coronavirus

Due to the recent Covid-19 restrictions, the manager and assistant manager will be working between the office and home to reduce contact.

1322 **5. FOR INFORMATION**

a) Cheque Rota.

Due to the council doing a virtual meeting, if the accounts are approved the manager will sign the January cheques on behalf of the Parish Council.

b) Written Reports of Representatives/District Councillors & County Councillors. – None.

c) Parishioners Time. – None.

1323 **6. AUTHORISATION OF THE COUNCIL'S ACCOUNT**

All members were issued with a copy of the January accounts.

ACCOUNTS AUTHORISED AT PREVIOUS MEETINGS

Prontaprint	£934.75	Blaby Guide
Gibbs & Dandy	£66.60	Topsoil - Cemetery
LRALC	£44.00	Climate Workshop – Ms Bellm & Mrs Broomhead
LRALC	£40.00	Finance for Councillors – Mr Woolley

ACCOUNTS PAID UNDER STANDING ORDER 13C

Blaby District Council	£536.00	January 2021 Rates – BCC – Ground Floor
Blaby District Council	£230.00	January 2021 Rates – Cemetery
Blaby District Council	£55.00	January 2021 Rates – Server Room
Blaby District Council	£254.00	January 2021 Rates – Acorn Room
Blaby District Council	£86.00	January 2021 Rates – Oakfield Park

ACCOUNTS RECOMMENDED FOR PAYMENT

Cooleraid Ltd	£30.00	Annual Maintenance
Red Monkey	£84.60	The Crescent Repairs

COMMERCIAL CARD

Amazon	£39.99	Coffee Machine – Civic Centre
Jeff's Hardware	£12.86	Gate Lock - Cemetery
VistaPrint	£18.88	Office Stationery
Wickes	£11.60	Tools – Ground Staff
AT Houghton	£49.05	Parts for Mower
Safety Boots UK	£50.93	Ground Staff Uniform

R&R MOT Centre Ltd	£246.52	Citroen Berlingo Service
Post Office	£65.00	Stamps
Tesco	£40.00	Diesel for Red Van
Online Playgrounds	£36.60	Chain Connectors – Oakfield Park
Online Playgrounds	£27.00	Swing Parts – Northfield Park
Asda	£9.00	Batteries and Sundries

WAGES/EXPENSES MONTH 9

Salaries: December 2020 £7,378.14

DIRECT DEBITS/STANDING ORDER/BACS

LCC – Pensions – December 2020	£2,345.98
H M Revenue & Customs - PAYE/NI – December 2020	£2,267.91
BHIB – Motor Fleet Insurance – Additional Premium	£182.72
Erud IT Ltd – 1 st January 2021	£233.49
Support Fee, Cloud Email Safeguard & Office 365 Premium, Backup & Exclaimer for Office 365.	
WaterPlus – Leicester Road – 01.06.20 – 07.12.20	£238.93
Southern Electric – BCC Leicester Road - 01.08.20 - 05.11.20	£797.67
Southern Electric – Gas Leicester Road - 01.11.20 – 30.11.20	£146.34
Southern Electric – Oakfield Park – Elec - 23.07.20 – 05.11.20	£84.33
Alex Dunn Electrical	£115.00
The Christmas Decorators - Christmas Lighting Scheme	£953.24
ELAS Business Support – Employment Law - 31/01/2021	£146.40
The Society of Local Council Clerks – Annual Membership – Principal Level - 01/01/2021 – 31/12/2021	£403.00

RESOLVED: The January accounts were agreed to be a true record. Proposed by Cllr Mrs M Broomhead, seconded by Cllr Mr M Wareham and passed unanimously.

1324 **7. CORRESPONDENCE:**

a) Blaby District Tourism

- Fosse Team Tourism Project.

Members were issued with an update on the Fosse Foxes Tourism Project and considered which symbol the Parish Council would like to use to represent them on the fox statue that will be placed in Blaby Village.

AGREED: Members wish to use an owl symbol to represent the Parish Council.

- Interactive Map.

All members were issued with a copy of the proposed Interactive Map which includes the locations of the Fosse Foxes.

b) Leicestershire Police – January 2021.

c) Blaby & District Social Centre – Committee Newsletter – Mid December 2020.

1325 **8. CORRESPONDENCE RECEIVED AFTER ISSUED OF AGENDA: FOR INFORMATION ONLY**

• **Whetstone Pastures Workshop**

All members are invited to attend a Zoom workshop for the Whetstone Pastures Development on Tuesday, 2nd February 2021 at 7pm.

1326 **9. CHAIRMAN'S TIME**

Thank you all for attending.

MEETING CLOSED: 8:43PM