

**BLABY PARISH COUNCIL**  
**MEETING OF THE PARISH COUNCIL**  
**To be held in Virtual Meeting by Zoom at 7:00pm on**  
**Tuesday, 21<sup>st</sup> April 2020**

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

**INVITED BUT NOT IN ATTENDANCE:** Mr M Harbot.

1225 **1. APOLOGIES FOR ABSENCE**

No apologies received.

1226 **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 Mutton	Burial Rights	Personal
Ms M Small	Burial Rights	Personal
Mr P Akroyd	Agenda Item 5	Non-Pecuniary

1227 **3. TO CONSIDER CASUAL VACANCIES**

A resignation letter has been received from Mr M Page which was read out by the Chairman.

**AGREED:** Write to Mr Page to thank him for his hard work and support whilst being on the Council.

1228 **4. MINUTES**

**a) To Receive, Approve & Sign the Minutes of the Meeting held on the 10<sup>th</sup> March 2020.**

The minutes of the meeting held on the 10<sup>th</sup> March 2020, were considered for accuracy and agreed to be a true record. Proposed by Cllr Mr Wareham seconded by Cllr Mrs Broomhead and passed unanimously.

**RESOLVED:** The Chairman will sign the minutes of the 10<sup>th</sup> March 2020, as approved, as a true and correct record.

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

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

• **Planning – 10<sup>th</sup> March 2020**

The minutes of the Planning committee meeting held on 10<sup>th</sup> March 2020 were considered for accuracy and agreed to be a true record by members of the Planning committee. Proposed by Cllr Ms Bellm seconded by Cllr Mrs Skeemer and passed unanimously.

• **Staff, Policy & Finance – 17<sup>th</sup> March 2020**

The minutes of the Staff, Policy & Finance committee and confidential BPC55 meeting held on 17<sup>th</sup> March 2020 were considered for accuracy and agreed to be a true record by members of the Staff, Policy & Finance committee. Proposed by Cllr Mrs Skeemer seconded by Cllr Mrs Broomhead and passed unanimously.

1229 **5. FOR DECISION**

**a) To Consider Tenant Room Lease Fees During COVID-19 Pandemic**

Members' considered tenants' rent in the current circumstances.

**RESOLVED:** Members' agreed to give all tenants the month of May rent free and review this on a monthly basis.

**b) To Report Update on Northfield Park – Circus Ground Damage**

Members' were issued with a report of the damage to Northfield Park and the costs involved to rectify the damage that was caused by Tequila Circus.

**RESOLVED:** Members' have agreed to rectify the damage with the rent received from Tequila Circus.

**c) To Consider Zoom Subscription**

Members considered if they would like to sign up for a Zoom subscription. The Subscription costs £11.99 per month and can be cancelled at any time. This allows for any Council & committee meetings to last an unlimited amount of time.

**RESOLVED:** Members' agreed to pay £11.99 per month for a Zoom subscription.

**d) To Consider Business Continuity Plan**

All members were issued with a copy of the Blaby Parish Council Business Continuity Plan for consideration.

**AGREED:** Members' agreed to adopt the Business Continuity Plan.

1230 **6. FOR INFORMATION**

**a) Cheque Rota.**

Due to this meeting being a virtual meeting if the accounts are approved the manager will sign the cheques and make BACS payments where necessary.

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

**c) Parishioners Time – None.**

**d) To Report Update on 2019 Christmas Lights – Court Claim**

Blaby Parish Council & The Christmas Decorators have been issued with a 'notice of Proposed Allocation to the Small Claims Track – County Court' with regards to our 2019 Christmas lights and Iceland. All members have been issued with a report.

1231 **AUTHORISATION OF THE COUNCIL'S ACCOUNT**

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

**ACCOUNTS AUTHORISED AT PREVIOUS MEETINGS**

Blaby District Council	£508.80	Cutting of The Crescent Perimeter Hedges
2Commune Ltd	£522.00	Website Support & Domain Name.
Detector Alarms Limited	£126.00	CCTV Maintenance
Allen Upton	£250.00	Delivery of March 2020 Blaby Topic

Gibbs & Dandy	£106.55	Maintenance Materials
Rialtas Business Solutions Ltd	£30.00	Transfer of Software to new Server
Wilson Alarm System Ltd	£115.20	Intruder Alarm Annual Service
Trinity College	£410.00	Allotment Land Rent – 11 <sup>th</sup> Oct 19 – 5 <sup>th</sup> April 20
R J Lambert Contracting	£144.00	Breakdown Recovery for Tequila Circus
LRALC	£824.43	Annual Subscriptions – LRALC & NALC
Southern Electric - Gas	£241.74	The Civic Centre – 01.03.2020 – 31.03.2020
Rialtas Business Solutions Ltd	£672.00	Year end closedown

**ACCOUNTS PAID UNDER STANDING ORDER 13C**

Blaby District Council	£540.25	April 2020 Rates – BCC – Ground Floor
Blaby District Council	£231.66	April 2020 Rates – Cemetery
Blaby District Council	£53.90	April 2020 Rates – Server Room
Blaby District Council	£258.90	April 2020 Rates – Acorn Room
Blaby District Council	£86.78	April 2020 Rates – Oakfield Park

**ACCOUNTS RECOMMENDED FOR PAYMENT**

Espo	£293.47	Stationery & Cleaning Materials.
Alex Freitag	£100.00	Summer Fun Day Stall Refund
Jason Holdback	£50.00	Summer Fun Day Stall Refund
CSL Business Machines Ltd	£75.42	Photocopier Charges 24.02.2020 – 23.03.2020
Sharnford Horticultural Ltd	£125.15	Machinery Equipment
Blaby Print	£85.00	Blaby Bunny Hop Leaflets & Posters
Extinguish Fire Solutions	£237.00	Fire Extinguisher Annual Service – Blaby Civic Centre, Oakfield Park, Northfield Park & Blaby Cemetery.

**COMMERCIAL CARD**

Tesco	£99.00	Fuel – Cemetery & Park Mower
Post Office	£79.36	Stamps
Amazon	£15.98	Lightbulbs for Northfield Park Storeroom

**WAGES/EXPENSES MONTH 12**

Salaries: March 2020	£7,428.19
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**DIRECT DEBITS/STANDING ORDER/BACS**

LCC – Pensions – March 2020	£2,009.96
H M Revenue & Customs - PAYE/NI – March 2020	£2,149.53
Erud IT Ltd – 1 <sup>st</sup> April 2020	£221.36
Support Fee, Cloud Email Safeguard & Office 365 Premium	
Erud IT Ltd – Fujitsu Server	£7,661.98
Talk Talk – Line Rental & Fibre Business Broadband & Telephone (13.03.2020 – 12.04.2020)	£58.74
WaterPlus – Leicester Road – 01.03.2020 – 05.04.2020	£48.05
WaterPlus – Cemetery – 29.12.2019 – 29.03.2020	£33.95
ELAS Business Support – Employment Law - 31/03/2020	£146.40
Fenland Leisure Products Ltd	£21,279.60
E-on - Electricity - Seasonal Illuminations 2019	£318.78
SSE – Gas	£977.45
Hazelmere Medical Centre	£100.00
Mr John Dutton – Oakfield Park Height Barrier	£1,014.00

RJ Lambert Contracting – Lutterworth Road Red Hedge Work	£1,552.22
DuraSport – Removal and Installation of Swings at Oakfield	£23,962.80
Nikhil Patel – Summer Fun Day Stall Refund	£50.00
Mr A Ward – Provision of Topsoil for Northfield Park	£130.00

**RESOLVED:** The April accounts were agreed to be a true record. Proposed by Cllr Mr Akroyd, seconded by Cllr Ms Bellm, and passed unanimously.

1232 **7. CORRESPONDENCE:**

**All correspondence was issued to Members**

**a) Leicestershire & Rutland Association of Local Councils: -**

• Membership Information

Members were issued with important Coronavirus information dated March 2020.

• LRALC / NALC Membership Renewal

Members considered if they would like to renew the LRALC and NALC membership at a cost of:-

NALC Membership = £378.36

LRALC Membership = £446.07

Total Membership Fee = £824.43

**RESOLVED:** Members' agreed to accept the membership fee at a total cost of £824.43.

**b) Blaby District Council**

• Regulations on Local Authority Meetings & Elections

Members were issued with correspondence from the Ministry of Housing, Communities & Local Government from the District Council's Chief Executive.

**c) Leicestershire County Council**

• Planned Road Works

Members were issued with information about planned roadworks in the area.

• Highways Enquires

Members were issued with a report with regards to matters raised by the Parish Council.

**d) Blaby & District Social Centre – Minutes, 19<sup>th</sup> March 2020.**

Members were issued with minutes from the Blaby & District Social Centre dated 19<sup>th</sup> March 2020.

1233 **8. CORRESPONDENCE RECEIVED AFTER ISSUED OF AGENDA: FOR INFORMATION ONLY – None.**

1234 **9. CHAIRMAN'S TIME**

Thank you all for attending.

**MEETING CLOSED: 7.27PM**