

**BLABY PARISH COUNCIL**  
**MEETING OF THE PARISH COUNCIL**  
**To be held in virtual Meeting by Zoom at 7.30pm on**  
**Tuesday, 8<sup>th</sup> September 2020**

**PRESENT:** Mrs S Skeemer (Chairman),  
Ms J Bellm, Mrs L Bolton, Mrs M Broomhead, Mr G Harding, Miss M Small, Mr R Woolley,  
Miss L Withers (Assistant Manager), Mrs V Jepson (Manager) & 0 Parishioners.

1281 **1. APOLOGIES FOR ABSENCE**

Apologies for absence are received from Cllr Mr M Wareham, Cllr Mr A Gullick, Cllr Mr P Muton, Cllr Mr P Akroyd and Cllr Mrs S McFadden the reasons for which are approved.

1282 **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
Ms M Small	Burial Rights	Personal

1283 **3. MINUTES**

**a) To Receive, Approve & Sign the Minutes of the Meeting held on the 11<sup>th</sup> August 2020.**

The minutes of the meeting held on the 11<sup>th</sup> August 2020, were considered for accuracy and agreed to be a true record. Proposed by Cllr. Mrs M Broomhead seconded by Cllr. Ms L Bolton and passed unanimously.

**RESOLVED:** The Chairman signed the minutes of the 11<sup>th</sup> August 2020, as approved, as a true and correct record.

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

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

• **Planning – 11<sup>th</sup> August 2020**

The minutes of the Planning committee meeting held on 11<sup>th</sup> August 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. Mr G Harding and passed unanimously.

• **Estates & Community – 25<sup>th</sup> August 2020**

The minutes of the Estates & Community committee meeting held on the 25<sup>th</sup> August 2020 were considered for accuracy and agreed to be a true record by members of the Estates & Community committee. Proposed by Cllr. Mrs M Broomhead seconded by Cllr. Ms L Bolton and passed unanimously.

1284 **4. FOR DECISION**

**a) To Consider Tenant Room Lease Fees**

Some of the Civic Centre tenants had September's lease fees waived. Members considered if they wished to waive the lease fees for October.

**AGREED:** Members agreed that any business choosing to use the building will now be charged for the days they are there and those that are not currently able to work shall not be charged.

**AGREED:** Those that are not using the building will not be charged until the Civic Centre re-opens.

**b) To Consider Re-Opening Blaby Civic Centre**

Member's considered if they felt ready to re-open the Civic Centre to the public.

**AGREED:** Member's agreed that until face to face Parish Council meetings resume, the building will remain closed to the public.

**c) To Receive & Approve the Proposed 2020 Blaby Guide**

All members received a draft copy of the 2020 Blaby Guide. Those members that chose to write articles for the Guide were asked to give an update on the progress.

**AGREED:** Cllr Mrs M Broomhead has contacted the Heritage Society to gain information on the history and heritage of Blaby. Cllr Ms L Bolton is going to start working on the 'Walks in Blaby' page. Cllr Mrs S Skeemer has made contact with all the businesses regarding advertising and has received great feedback. There are currently 6 businesses wanting a full-page advertisement and 22 business wanting a half page advertisement.

**AGREED:** Member's agreed that voluntary organisations should receive free advertising and charities will pay £10.00 for half a page of advertising.

**AGREED:** Members wish for the Manager to contact the new Blaby Costa Coffee branch to see if they would like to advertise in the Guide.

**d) To Report Update on the Enderby Mission Foodbank Project**

Since the last Full Council meeting, where it was agreed that Blaby Parish Council would support Enderby Mission Foodbank with a grant of £300.00, it was agreed that supporting the Enderby Mission Foodbank would not be in the Parish Council's best interests. There has been a suggestion made that Churches in Blaby are looking into setting up a more local foodbank.

**RESOVLED:** Member's agreed not to donate £300.00 to Enderby Mission Foodbank but instead make a donation to Blaby Foodbank, should this idea go ahead.

**e) To Received Remembrance Sunday Meeting Notes – 30<sup>th</sup> July 2020**

All members were issued with a copy of the Remembrance Sunday meeting notes dated the 30<sup>th</sup> July 2020.

**f) To Consider Committee Appointments**

Member's considered which committees that they would like to sit on.

**AGREED:** Cllr Mr R Woolley will sit on the Staff, Policy & Finance committee and the Estates & Community committee.

1285 **5. FOR INFORMATION**

**a) Cheque Rota.**

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

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

**c) Parishioners Time. – None.**

1286 **6. AUTHORISATION OF THE COUNCIL'S ACCOUNT**

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

**ACCOUNTS AUTHORISED AT PREVIOUS MEETINGS**

LRALC	£30.00	Risk Assessment Training
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**ACCOUNTS PAID UNDER STANDING ORDER 13C**

Blaby District Council	£536.00	September 2020 Rates – BCC – Ground Floor
Blaby District Council	£230.00	September 2020 Rates – Cemetery
Blaby District Council	£55.00	September 2020 Rates – Server Room
Blaby District Council	£254.00	September 2020 Rates – Acorn Room
Blaby District Council	£86.00	September 2020 Rates – Oakfield Park

**ACCOUNTS RECOMMENDED FOR PAYMENT**

Coltman Bros	£406.28	Fence Materials for Cemetery
CSL Business Machines Ltd	£94.20	Photocopier Charges – 24.07.20 – 24.08.20
Cooleraid Ltd	£24.00	1 x Box of Plastic Cups
Extinguish Fire Solutions	£229.56	Replacement Fire Extinguishers and Installation

**COMMERCIAL CARD**

Tesco	£131.28	Fuel for Red Van & Mower
R&R MOT Centre	£48.00	Citroen Berlingo MOT
B&Q	£46.99	Paint for Parks
Online Playgrounds	£41.40	Gate Spring – Oakfield Park
Amazon	£10.95	Clipboards – Allotment Inspections

**WAGES/EXPENSES MONTH 5**

Salaries: August 2020	£8,112.92
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**DIRECT DEBITS/STANDING ORDER/BACS**

LCC – Pensions – August 2020	£2,279.51
H M Revenue & Customs - PAYE/NI – August 2020	£2,355.82
BHIB – Motor Fleet Insurance – 01.09.20 – 01.09.21	£1,198.64
Erud IT Ltd – 1 <sup>st</sup> August 2020	£233.49
Support Fee, Cloud Email Safeguard & Office 365 Premium, Saas Backup & Exclaimer for Office 365.	
Red Monkey Play Ltd – The Crescent Repairs	£78.60
Southern Electric – Gas Leicester Road 01.07.20 – 31.07.20	£16.48
Southern Electric – Oakfield Park – Elec -13.05.20 – 29.07.20	£209.26
Southern Electric – Toilet Block – Northfield – Elec – 13.05.20 – 29.07.20	90.68
The Christmas Decorators - 50% Deposit – Christmas Lighting Scheme	£17,593.20
ELAS Business Support – Employment Law - 30.09.2020	£146.40
DVLA – 12 Months Road Tax – Citroen Berlingo	£265.00
Zoom Video Communications Inc. - 24/8/20 – 23/9/20	£14.39

**RESOLVED:** The September accounts were agreed to be a true record. Proposed by Cllr Ms J Bellm, seconded by Cllr. Mrs M Broomhead and passed unanimously.

1287 **7. CORRESPONDENCE:**

All correspondence was issued to Members.

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

- Annual General Meeting

**AGREED:** Cllr Mrs M Broomhead wishes to attend.

**b) Blaby District Tourism**

All members were issued with updates from Blaby District Tourism Partnership, dated 27<sup>th</sup> August & the 4<sup>th</sup> September.

Blaby District Council are working with Makalu Agency for their Digital Tourism campaign and it has been agreed that they will be installing fox sculptures with QR codes at various tourism attractions across the District.

**AGREED:** Members have agreed that Blaby District Council can install a fox sculpture by the Parish Council's bench and planter on Forge Corner but they would need to seek permission from Leicestershire County Council.

**c) Leicestershire County Council**

- Remembrance Service & Parades

**d) Leicestershire Police**

- September 2020 – Newsletter

**AGREED:** Members would like the Manager to find out the name of the new NPA Commander that is introduced in the newsletter.

**e) Blaby & District Social Centre – Newsletter – Mid August 2020**

**f) Letter of Thanks**

Letter of Thanks received from the British Heart Foundation for the £800 raised at the Parish Councils coffee morning in memory of Cllr Mr Mohammed Parvez Sheikh.

1288 **8. CORRESPONDENCE RECEIVED AFTER ISSUED OF AGENDA: FOR INFORMATION ONLY**

**a) Local Authority Meetings Regulations**

All members were issued with a letter from the Ministry of Housing, Communities & Local Government, confirming that Parish Council meetings should continue to take place virtually.

**b) To Consider Applying for a Council Debit Card**

It was agreed at the last Full Council meeting that members were happy for the Manager to apply for a HSBC Business Deposit Card. However, the bank has now advised that the Manager will need a Debit Card to withdraw petty cash with a maximum limit of £100.00 as per the Council's Financial Regulations.

**RESOLVED:** Members are happy for the Manager to apply for a HSBC Debit Card, in the managers name to be used for withdrawing cash for the Council's petty cash, up to a maximum limit of £100.00.

**c) National Highways & Transport Public Satisfaction Survey**

All members received information regarding the annual National Highways and Transport (NHT) Public Satisfaction survey and considered if they would like the Parish Council to complete it.

**AGREED:** Members wish for the Manager to complete the survey on behalf of the Parish Council.

**d) Covid-19 Blaby Update**

All members received correspondence from the Chief Executive of Blaby District Council, regarding their aims to reduce the increasing numbers of Covid-19 within the District and urging everybody to get tested should they show symptoms.

**AGREED:** Member's wish to put an article on the Parish Council website and Facebook page.

**AGREED:** Member's wish for the Manager to contact Blaby District Council to ask that they make information clear that cases relating to Covid-19 are within the Blaby District and not the Parish of Blaby. They would also like to gain information on Covid-19 figures for each Parish within the District.

1289 **9. CHAIRMAN'S TIME**

Thank you all for attending.

**MEETING CLOSED: 8:27PM**