

BLABY PARISH COUNCIL
MEETING OF THE PARISH COUNCIL
To be held in Virtual Meeting by Zoom at 7.30pm on
Tuesday, 9th June 2020

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

1250 **1. APOLOGIES FOR ABSENCE**

Apologies for absence are received from Cllr Ms L Bolton the reason for which is approved.

1251 **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 |

1252 **3. MINUTES**

a) To Receive, Approve & Sign the Minutes of the Meeting held on the 12th May 2020.

The minutes of the meeting held on the 12th May 2020, were considered for accuracy, and agreed to be a true record. Proposed by Cllr Mrs M Broomhead seconded by Cllr Mr M Wareham and passed unanimously.

RESOLVED: The Chairman signed the minutes of the 12th May 2020, as approved, as a true and correct record.

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

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

• **Estates & Community – 26th May 2020**

The minutes of the Estates & Community committee meeting held on the 26th May 2020 were considered for accuracy and agreed to be a true record by members of the Estates & Community committee. Proposed by Cllr Mr M Wareham seconded by Cllr Mrs M Broomhead and passed unanimously.

1253 **4. FOR DECISION**

a) To Consider Tenant Room Lease Fees

It was agreed at the last Full Council meeting that the Civic Centre tenants would receive their June room rent for free due to the current situation.

RESOLVED: Members agreed to let the tenants of the Civic Centre have July rent-free.

AGREED: Add this item to the next Full Council agenda for further consideration for August's rent.

b) To Consider Re-Opening of the Civic Centre for Members of the Public

The Manager has looked at how and when will be the best time to re-open the Civic Centre to the public. This will include the clients of the other businesses in the building too.

AGREED: Members considered different ways to re-open the Civic Centre and agreed for the Manager and Assistant Manager to create a risk assessment that will be added to the Staff, Policy and Finance committee meeting on Tuesday, 16th June for further consideration.

c) To Report Update on 2019 Christmas Lights – Court Claim

At the April 2020 full council meeting members were informed that Blaby Parish Council & The Christmas Decorators had been issued with a ‘Notice of Proposed Allocation to the Small Claims Track – County Court’ with regards to the electrical works carried out for the 2019 Christmas Lights on Iceland.

Members have been issued with a copy of the Small Claims Telephone Mediation Appointment document, which is to be held on Friday, 12th June 2020 between 13.00 and 16.00.

AGREED: The Manager will update members at the next Estates & Community committee meeting.

d) To Consider Appointments to Other Bodies

At the last meeting it was agreed that the Chair and Vice-Chair of the Parish Council would be the representatives for the Blaby District Parish Councils Group (LRALC), however, another Councillor has expressed an interested in representing the Parish Council.

AGREED: Members agreed that the Chair, Cllr Mrs Skeemer and Vice-Chair, Cllr Mrs Broomhead would continue to be representatives for the Parish Council.

e) To Consider Committee Recommendations to Council

ESTATES & COMMUNITY COMMITTEE: Meeting held 26th May 2020

EC.509 - TO REPORT UPDATE ON COMMUNITY CLOCKS

The VE Day Clock project was due to be funded by community grants but all grant applications were unsuccessful. Members’ considered the cost of the project and if they were happy for the Parish Council to fund it.

The cost of the clocks for Northfield Park and Forge Corner is £2,960.00 + VAT and £180.00 + VAT for electrician fees.

RECCOMENDATION RESOLVED: Funds for the replacement clocks situated at Northfield Park and Forge Corner are to be taken from the EMR New & Replacement savings account.

f) To Consider the Blaby Parish Council Blaby Guide

All members have been issued with a copy of the Blaby Parish Council Blaby Guide. This booklet was produced by the Parish Council in 2015. Members considered if they would like to re-issue an up to date version.

AGREED: Members agreed to start a new issue of the Blaby Guide and add it to the August Full Council agenda for further consideration.

g) To Consider 2020 Blaby Topic

The last Blaby Topic was published in March 2020 and members considered if they would like to start working on another edition that will be printed later in the year, depending on whether or not the Christmas Light Switch On event goes ahead.

AGREED: Members agreed for the Assistant Manager to start adding content to the next issue of the Topic for further consideration at the August Full Council meeting.

AGREED: Members wish to add the following articles to the next issue of the Topic.

- Connect Blaby
- Days in Lockdown
- Re-discovering Blaby
- Blaby Walks
- A poem
- A crossword

The following members sit on the Publicity Working Party: -

- Mrs Marian Broomhead
- Mr Graham Harding
- Ms Laura Bolton
- Mrs Stella McFadden

h) Leicestershire County Council rural Mobility Fund Bid – Letter of Support

All members were issued with correspondence from the Transport Strategy and Policy - Leicestershire County Council with regards to their Rural Mobility Fund Bid and a request for a letter of support.

AGREED: Members wish to write a letter of support for Leicestershire County Council's Rural Mobility Fund Bid.

1254 **5. FOR INFORMATION**

a) Cheque Rota.

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

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

c) Parishioners Time – None.

d) To Report Update on Agreed Actions from the Last Council Meeting

To consider Blaby Parish Council Members Survey Results

Any agreed actions cannot be implemented until face to face meetings resume. At which point members will trial agreed actions from last Full Council meeting minutes.

To Consider Tenant Room Lease Fees

It was agreed at the last Full Council meeting that the tenants would receive a rent-free month in April. Members considered if they would like to offer the tenants a rent-free month for June.

RESOLVED: Members agreed to let the tenants of the Civic Centre have June rent-free.

AGREED: Add this item to the next Full Council agenda for further consideration for July's rent.

1255 **AUTHORISATION OF THE COUNCIL'S ACCOUNT**

All members have been issued with a copy of the June accounts.

ACCOUNTS AUTHORISED AT PREVIOUS MEETINGS

| | | |
|------------------------|---------|--|
| Blaby District Council | £644.54 | BCC – Trade Waste & Paper Collection – 01.05.20 – 01.08.20 |
|------------------------|---------|--|

ACCOUNTS PAID UNDER STANDING ORDER 13C

| | | |
|------------------------|---------|--------------------------------------|
| Blaby District Council | £536.00 | June 2020 Rates – BCC – Ground Floor |
| Blaby District Council | £230.00 | June 2020 Rates – Cemetery |
| Blaby District Council | £55.00 | June 2020 Rates – Server Room |
| Blaby District Council | £254.00 | June 2020 Rates – Acorn Room |
| Blaby District Council | £86.00 | June 2020 Rates – Oakfield Park |
| Cash | £97.60 | Petty Cash Top-Up |

ACCOUNTS RECOMMENDED FOR PAYMENT

| | | |
|-----------------------------|---------|---|
| Espo | £40.68 | Cleaning Materials |
| CSL Business Machines Ltd | £34.87 | Photocopier Charges 24.04.20 – 22.05.20 |
| Cooleraid Ltd | £30.00 | Annual Maintenance |
| Sharnford Horticultural Ltd | £51.36 | Machinery Parts |
| Dulux Decorator Centres | £466.76 | Paint & Brushes for Northfield, Oakfield & Crescent Parks |

COMMERCIAL CARD

| | | |
|-----------------|---------|----------------------------|
| Safety Boots UK | £74.95 | Groundstaff Uniform |
| Tool Station | £7.65 | Fly Lead Socket Converter |
| Tooled Up | £25.94 | Knap Sack Pressure Sprayer |
| ProGreen | £106.14 | Garden Feed - Groundstaff |
| Amazon | £311.68 | Cleaning Materials |
| A1 Lawn | £32.95 | Weed Killer |

WAGES/EXPENSES MONTH 2

| | |
|--------------------|-----------|
| Salaries: May 2020 | £8,487.74 |
|--------------------|-----------|

DIRECT DEBITS/STANDING ORDER/BACS

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|--|-----------|
| LCC – Pensions – May 2020 | £2,404.24 |
| H M Revenue & Customs - PAYE/NI – May 2020 | £2,346.78 |
| Erud IT Ltd – 1 st June 2020 | £221.36 |
| Support Fee, Cloud Email Safeguard & Office 365 Premium | |
| DuraSport – Igloo & Rocket Resurfacing at Oakfield Park | £8,643.60 |
| Southern Electric – Gas Leicester Road 01.05.20 – 31.05.20 | £52.35 |
| Southern Electric – Cemetery – 31.01.20 – 12.05.20 | 249.72 |
| ELAS Business Support – Employment Law - 30/06/20 | £146.40 |
| Mrs V Jepson – Sundries | £28.00 |
| Zoom Video Communications Inc. | £14.39 |

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

1256 **6. CORRESPONDENCE:**
All correspondence was issued to Members.

a) **Blaby District Tourism Partnership**

- Tourism Partnership Update

b) **Leicestershire Police**

- **Leicestershire Police – June 2020**

c) **Blaby & District Social Centre – Committee Newsletter – Mid May 2020**

All members were issued with a copy of the Mid May 2020 newsletter and accounts.

1257 **7. CORRESPONDENCE RECEIVED AFTER ISSUED OF AGENDA: FOR INFORMATION ONLY**

a) **Casual Vacancy**

An enquiry has been received for a casual vacancy from a non-parishioner with a personal connection to the Parish Council.

AGREED: Members feel that this would be considered a conflict of interest.

b) **Wall Plate Fixings / Replacements**

Members were issued with correspondence received from The Christmas Decorators with regards to the replacement wall plate fixings. They have informed the Parish Council they are now available to carry out the work at our earliest convenience.

RESOLVED: Members are happy for The Christmas Decorators to carry out the work as soon as possible.

c) **Non-Parishioner Burial Fees**

All members were issued with a letter received from Alberto Cost MP with regards to an appeal against non-parishioner burial fees which was discussed at the last Estates & Community committee meeting.

AGREED: Members agreed with the Estates and Community committee that the fee should not be waived.

1258 **8. CHAIRMAN'S TIME**
Thank you all for joining us.

MEETING CLOSED: 8:29PM