

**BLABY PARISH COUNCIL  
MEETING OF THE PARISH COUNCIL  
To be held in virtual Meeting by Zoom at 7.30pm on  
Tuesday, 9<sup>th</sup> March 2021**

**PRESENT:** Mrs S Skeemer (Chairman),  
Mrs M Broomhead, Mr A Gullick, Mr G Harding, Mrs S McFadden, Mr P Muton,  
Miss M Small, Mr Wareham, Mr Woolley & Mrs V Jepson (Manager).

1336      **1. APOLOGIES FOR ABSENCE**  
No apologies for absence received.

1337      **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
Miss M Small	Burial Rights	Personal

1338      **3. MINUTES**

**a) To Receive, Approve & Sign the Minutes of the Meetings held on the  
9<sup>th</sup> February 2021.**

The minutes of the meeting held on the 9<sup>th</sup> February 2021, were considered for accuracy and agreed to be a true record. Proposed by Cllr. Mrs Broomhead seconded by Cllr. Mr Wareham and passed unanimously.

**RESOLVED:** The Chairman signed the minutes of the 9<sup>th</sup> February 2021, as approved, as a true and correct record.

**b) To Receive & Adopt Committee Minutes held during February 2021:-**  
All Members were issued with a copy of the following minutes:

- **Planning – 9<sup>th</sup> February 2021**

The minutes of the Planning committee meeting held on 9<sup>th</sup> February 2021 were considered for accuracy and agreed to be a true record by members of the Planning committee. Proposed by Cllr. Mr Harding seconded by Cllr. Mr Muton and passed unanimously.

- **Staff, Policy & Finance – 16<sup>th</sup> February 2021**

The minutes of the Staff, Policy & Finance committee meeting held on 16<sup>th</sup> February 2021 were considered for accuracy and agreed to be a true record by members of the Planning committee. Proposed by Cllr. Mr Wareham seconded by Cllr. Mrs Broomhead and passed unanimously.

• **Estates & Community – 23<sup>rd</sup> February 2021**

The minutes of the Estates & Community committee meeting held on the 23<sup>rd</sup> February 2021 were considered for accuracy and agreed to be a true record by members of the Estates & Community committee. Proposed by Cllr. Mr Muton seconded by Cllr. Mrs McFadden and passed unanimously.

1339 **4. FOR DECISION**

**a) To Consider Recommendation to Council**

**ESTATES & COMMUNITY COMMITTEE: Meeting held 23<sup>rd</sup> February 2021**  
**EC.609 - TO CONSIDER CCTV QUOTATIONS**

<b>Cemetery Quotation Number 1</b>	<b>Cemetery Quotation Number 2</b>
<p><b><u>Columns</u></b>                      Cost for 2 x columns and associated installation template, fittings and brackets each = £2,935.00 + VAT = <b>£5,870.00 + VAT</b></p> <p><b><u>CCTV System</u></b>                      The cost to supply and install the above CCTV System is <b>£2,250.00 + VAT.</b></p>	<p><b><u>Columns</u></b>                      Cost for 2 x column and associated installation template, fittings and brackets = £1,495.00 + VAT = <b>£2,990.00 + VAT</b></p> <p><b><u>CCTV System</u></b>                      The cost to supply and install the above CCTV System is <b>£2,250.00 + VAT.</b></p>
<b>Total - £8,120.00 + VAT</b>	<b>Total - £5,240.00 + VAT</b>

The grounds work will be completed by the Council's ground staff.

**RECOMMENDATION RESOLVED:** Accept quotation number 1 for CCTV to be installed at Blaby Cemetery priced at £8,120.00 + VAT. Funds to be taken from the EMR – Cemetery Development account.

**b) To Consider Blaby Town Centre Improvement Requests**

Members have been issued with correspondence received from Blaby District Councils' High Street co-ordinator with regards to the Blaby Town Centre Improvements.

**AGREED:** Invite the District Councils' High Street Co-ordinator to the March Estates & Community committee meeting for further consideration regarding this project.

**c) To Report Update on the Local Council Award Scheme – Foundation Level**

Members have been issued with correspondence received from the National Association of Local Councils (NALC), congratulating the Parish Council on their recent award of the Local Council Award Scheme – Foundation level.

Receiving the award really is an excellent achievement.

Members congratulated the manager and all members of staff for this great achievement.

**d) To Consider Future Council & Committee Meetings**

Members were informed that as things stand the legislation allowing virtual meetings will end on 7<sup>th</sup> May. This means it will no longer be lawful to hold any council or committee meetings this way.

Members had a lengthy discussion with regards to future meetings and what plans need to be put in place.

This year’s Annual Parish meeting is due to be held on Tuesday, 11<sup>th</sup> May as the law for remote meetings is due to end on the 7<sup>th</sup> May members considered if to bring this meeting forward by 1 week.

**AGREED:** This year’s Annual Parish meeting is now be held on Tuesday, 4<sup>th</sup> May 2021 by zoom.

**AGREED:** Add this item to the April Full Council agenda for further consideration.

**e) To Report Update on the Councils Action Plan**

All members considered the Councils Action Plan.

	<b>OBJECTIVE</b>	<b>COMMENT</b>
1	Carry out the renovation of the Old Chapel.	30/11 – No work has yet been carried out as 1 x full time groundman has been off on the sick since the Monday, 16 <sup>th</sup> November and there is no return date as yet.  1/3/21 - Suggest that this item is added to the March 2021 Estates & Community committee agenda to consider the set up and agreement of the sub-group and their terms of reference. <b>AGREED:</b> Add this item to the March 2021, Estates & Community committee agenda.
2	Carry out the redevelopment of Northfield Park	Nothing to report
3	Resurfacing of Allotment car park	Nothing to report
4	To seek options to support an environmental, zero-waste community interest company to involve the local community to	<b>AGREED:</b> Add this item to the March 2021, Estates & Community committee agenda.

	become more self-sufficient.	
5	Examine and update HR/ training and development policies and processes.	Seek specialist advice from HR partner/ LRALC.  8/3/21 – All of the Councils Employment policies have been considered and approved and are in line with our HR company. <b>AGREED:</b> No further action is required – Task completed.
6	Undertake a review of the Blaby Neighbourhood Plan, update development sites and criteria to determine priority areas.	Nothing to report
7	Create a Climate Change plan, ensuring all areas of the Council’s operation are considered.	<b>AGREED:</b> A subcommittee is set up of Cllr Mr Harding, Cllr Mrs Broomhead & Cllr Mr Muton, these members will report back to a future planning committee meeting.

1340 **5. FOR INFORMATION**

**a) Cheque Rota.**

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

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

**c) Parishioners Time – None.**

1341 **6. AUTHORISATION OF THE COUNCIL’S ACCOUNT**

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

**ACCOUNTS AUTHORISED AT PREVIOUS MEETINGS**

Detector Alarms Limited	£600.00	CCTV Maintenance – Blaby civic Centre & Oakfield Park.
National Federation of Cemetery Friends	£10.00	Annual Subscription.
Total Industrial Engraving Ltd	£24.01	Peace Meadow Plaque
LRALC	£40.00	Planning Nuts & Bolts Training – Cllr Mr Wareham

LRALC	£40.00	Chairman's Training – Cllr Mrs Broomhead
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**ACCOUNTS RECOMMENDED FOR PAYMENT**

E-on	£335.13	2020 Seasonal Illuminations
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**COMMERCIAL CARD**

Argos	£199.90	2 X Mobile Phones
PlumbNation	£41.97	3 x 20mm Double Check Valves – Allotments.
Post Office	£134.40	Stamps
Wickes	£49.51	
Tesco	£48.68	Assorted Items & Cleaning Materials.
Tesco	£10.00	Glue
Tesco	£99.00	Fuel – Equipment
Tesco	£35.00	Diesel for Nissan Cabstar
Indeed Ireland Operations Ltd	£16.29	Job Advertisement – March 2021.
Zoom Video Communications Inc.	£14.39	24/2/21 – 23/3/21

**WAGES/EXPENSES MONTH 11**

Salaries: January 2021	£6,566.17
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**DIRECT DEBITS/STANDING ORDER/BACS**

LCC – Pensions – February 2021	£2,266.43
H M Revenue & Customs - PAYE/NI – February 2021	£2,008.67
Erud IT Ltd – 1 <sup>st</sup> March 2021	£233.49
Support Fee, Cloud Email Safeguard & Office 365 Premium, Backup & Exclaimer for Office 365.	
Talk Talk – Line Rental & Fibre Business Broadband & Telephone (13.01.21 – 12.03.21)	£93.90
WaterPlus – Allotments – 09.12.20 – 01.03.21	£145.44
Flags & Flagpoles – Replacement Flagpole Finial	£41.40
Southern Electric – Gas - Leicester Road - 01.02.21 – 28.02.21	£274.68
Southern Electric – Oakfield Park – Elec – 06.11.20 – 02.02.21	£211.19
Southern Electric – Northfield – Elec – 06.11.20 – 02.02.21	£91.29
The Christmas Decorators - Christmas Lights – Traffic Management & Installation Costs	£897.30
ELAS Business Support – Employment Law - 31/03/2021	£146.40

**RESOLVED:** The March accounts were agreed to be a true record. Proposed by Cllr. Mrs Broomhead, seconded by Cllr. Mrs McFadden, and passed unanimously.

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**7. CORRESPONDENCE:**

**All correspondence has been issued to Members.**

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

- February 2021 – Newsletter

**b) Blaby District Council**

- Works to Blaby Car Parks

Blaby District Council will shortly be conducting works to the Enderby Road & Johns Court car park, to install electric vehicle charging points. Works are scheduled to begin the second week of March and may last for a period of up to 6 weeks.

Specific areas of the car park will be coned off and made unavailable for parking during this period.

**c) Blaby District Tourism**

- Tourism Update & Meeting Minutes.
- Fosse Foxes.

Members are aware external funding has been secured to provide the fox sculptures and installation for free.

Blaby District Council would like to know that all businesses receiving a fox if they are happy to:-

- a) maintain the fox
- b) add it to their insurance should it be significantly damaged or stolen. For insurance purposes, each fox's value is £2,100.

We have ensured the installation method is very secure. The sculpture is made from fibreglass so is robust and they will be coated with an anti UV and anti-graffiti varnish that will last 20 years and make them easier to maintain.

**RESOLVED:** Members are happy to maintain the fox and also add it to the Parish Councils assets register and insurance policy.

Members are asked if they are happy with the suggested text for the plaque on the Fosse Fox in Blaby Town Centre. As well as the text it will include a QR code that will take visitors through to a dedicated Fosse Fox page which will have information on the town centre.

*Blaby Town Centre has so much to offer visitors, a thriving hub of local independent retailers as well as local and national retail chains. There are town centre events including family fun themed days and Christmas Lights celebrations. Free public Wi-Fi is available for shoppers and visitors to Blaby Town Centre.*

**AGREED:** Members are happy with the proposed text for the Fosse Fox.

**d) Leicestershire County Council**

- Parish & Communities Newsletter – Winter Edition 2021.

**e) Blaby & District Social Centre – Committee Newsletter – February 2021.**

1343 **8. CORRESPONDENCE RECEIVED AFTER ISSUED OF AGENDA: FOR INFORMATION ONLY**

**a) Leicestershire Police – March 2021**

**b) Senior Groundsman**

Candidates for the role of Senior grounds person were interviewed by the Chair of the Staff, Policy & Finance committee, and the manager and the successful candidate will begin the role on the 1<sup>st</sup> April 2021.

The application date for the full-time groundsman ends on Friday, 12<sup>th</sup> March.

1344 **9. CHAIRMAN'S TIME**

Thank you all for attending.

**MEETING CLOSED: 8.22PM**