

**BLABY PARISH COUNCIL**  
**MEETING OF THE PARISH COUNCIL**  
**To be held in the Oakfield Room, Blaby Civic Centre**  
**at 7.30pm on Tuesday, 15<sup>th</sup> August 2023**

**PRESENT:** Mrs M Broomhead (Chairman),  
Ms L Bolton, Mr M Davies, Mrs H Fairbrother, Ms M Grant, Mr G Harding, Mr K Jordan,  
Mrs S Jordan, Ms L O'Toole, Mrs S Skeemer, Miss M Small, Mr M Wareham, Mrs S Clifton  
(Deputy Manager), Mrs V Jepson (Manager) & 8 Parishioners.

1640      **1. APOLOGIES FOR ABSENCE**

Apologies for absence are received from Cllr Mr Akroyd the reason for which is approved.

1641      **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
Miss M Small	Burial Rights	Personal
Mr M Davies	Agenda 9e	Personal
Mr M Wareham	Agenda 5k	Personal

1642      **3. TO CONSIDER CASUAL VACANCIES**

The Chairman read out three co-option application forms and members present asked questions to the two candidates who were present at the meeting.

The candidates present are thanked for attending the meeting and members accepted the apology of the one candidate who was unable to attend the meeting. The two candidates present are informed they will be notified by the end of the week if their application has been successful or not after a show of hands is taken by members present once the candidates have left the meeting. Cllr Mr Jordan & Cllr Mrs Jordan wished for the votes to be recorded in the minutes.

The candidates left the meeting at this point.

**AGREED:** A vote by the show of hands is taken for all three candidates with the results as follows:-

- Miss Withers – 9 votes – All members present voted for Miss Withers apart from Cllr Mr Jordan, Cllr Mrs Jordan & Cllr Ms O'Toole.
- Mrs Withers – 9 votes - All members present voted for Mrs Withers apart from Cllr Mr Jordan, Cllr Mrs Jordan & Cllr Ms O'Toole.
- Mrs Findlay – 7 votes - All members present voted for Mrs Findlay apart from Cllr Mr Jordan, Cllr Mrs Jordan & Cllr Ms O'Toole & Cllr Miss Small & Cllr Mr Harding abstained from voting.

**AGREED:** As all three candidates received 50% + 1 vote or more it is confirmed all three candidates are co-opted onto the Council.

**AGREED:** Write to all candidates with the voting results.



1643

#### **4. MINUTES**

##### **a) To Receive, Approve & Sign the Minutes of the meetings held on the 4<sup>th</sup> July 2023 & the 4<sup>th</sup> August 2023.**

The minutes of the meeting held on the 4<sup>th</sup> July 2023, were considered for accuracy and agreed to be a true record. Proposed by Cllr. Ms Bolton, seconded by Cllr. Mr Wareham and passed unanimously.

**RESOLVED:** The Chairman signed the minutes of the 4<sup>th</sup> July 2023, as approved, as a true and correct record.

The minutes of the meeting held on the 4<sup>th</sup> August 2023, were considered for accuracy and agreed to be a true record. Proposed by Cllr Ms Bolton, seconded by Cllr Mr Wareham and passed unanimously.

**RESOLVED:** The Chairman signed the minutes of the 4<sup>th</sup> August 2023, as approved, as a true and correct record.

##### **b) To Receive & Adopt Committee Minutes held during July 2023:-**

All Members have been issued with a copy of the following minutes:

- **Planning Committee minutes of the 4<sup>th</sup> July 2023**

The minutes of the Planning committee meeting held on the 4<sup>th</sup> July 2023 were considered for accuracy and agreed to be a true record by members of the Planning committee. Proposed by Cllr. Mrs Jordan seconded by Cllr. Ms Bolton and passed unanimously.

- **Estates & Community Committee minutes of the 25<sup>th</sup> July 2023**

The minutes of the Estates & Community committee meeting held on the 25<sup>th</sup> July 2023 were considered for accuracy and agreed to be a true record by members of the Estates & Community committee. Proposed by Cllr. Mrs Skeemer, seconded by Cllr. Mr Wareham and passed unanimously.

1644

#### **5. FOR DECISION**

##### **a) To Consider Committee Appointments**

As the Council has now filled all its seats the committee appointments need to be re-considered to allow space for all members of the Council.

**AGREED:** Add this item to the September full Council agenda where all members are to be removed from the committees they currently sit on unless they are a Chair or Vice-Chair of a committee then each member will be asked to choose their 1<sup>st</sup> & 2<sup>nd</sup> committee choice for either the Planning, Staff, Policy & Finance or Estates & Community committees that allow all members to have a seat on at least one committee.

##### **b) To Consider Casual Vacancy Co-option Correspondence**

All members have been issued with correspondence received from the two candidates who were not successful at the July Council meeting regarding the agenda item 'To Consider Casual Vacancies'.

##### **Candidate Number 1**

Members have been issued with a letter from candidate number 1 who has asked for the reasons why he wasn't co-opted onto the Council at the July full Council meeting.

The Chairman stated as the voting was carried out by a confidential paper vote no reasons are given by members as to why they had voted in the way that they had, it is just a personal decision by each member. It is confirmed the correct procedure was carried out regarding the decision as per 6.6 of the general policy No.28 – co-option policy for a new councillor where it states 'In order for a candidate to be elected to the council, it will be necessary for them to obtain an absolute majority of votes cast (50% plus 1) of the votes available at the meeting', only 4 votes were received out of 9 members voting were received for this candidate.

**AGREED:** Write to candidate number 1 stating the above facts.

### **Candidate Number 2**

The Chairman stated as candidate number two has directed his letter to the District Council's Monitoring Officer and not the Parish Council this enquiry is being dealt with by them so no comments can be made at present to candidate number two, but the same answer will apply as it has to candidate number one that as the vote was carried out by a confidential paper vote no reasons are given, it is an individual personal choice by each member of the Council and a majority vote was not received and the correct procedure was followed.

**AGREED:** No action is to be taken by the Council.

### **c) To Consider 2023 Remembrance Sunday Service**

The manager has sent the Remembrance Sunday invitations out to the relevant attendees on behalf of the Remembrance Sunday Service committee.

### **Lutterworth Road War Memorial**

**AGREED:** This service is to be held at 10.45am on Sunday, 12<sup>th</sup> November 2023 at the Lutterworth Road War Memorial with the parade leaving as normal from the Civic Centre car park.

The Chairman of the Parish Council has been invited to attend the service and lay a wreath on behalf of the Parish Council.

**AGREED:** On behalf of Blaby Parish Council the Chairman will lay a wreath at the Lutterworth Road War memorial.

### **Northfield Park Remembrance Service**

**AGREED:** Request Rev Jane Micklethwaite from All Saints Church holds a small service on Northfield Park at the memorial on Friday, 10<sup>th</sup> November 2023 at 11am.

### **Wreaths**

**AGREED:** The following wreaths will be laid on behalf of Blaby Parish Council:-

- Friday, 10<sup>th</sup> November – Northfield Park – Vice-Chairman of the Parish Council
- Sunday, 12<sup>th</sup> November – Lutterworth Road Memorial – Chairman of the Parish Council

**RESOLVED:** Purchase two wreaths (S.137) from The Royal British Legion priced at £20.00 each with proceeds going to the Poppy Appeal.

**d) To Consider Holding a Macmillan Cancer Support Coffee Morning**

**AGREED:** Members wish to hold a Macmillan Cancer Support coffee morning at the Civic Centre on Friday, 29<sup>th</sup> September 2023 from 10.30am – 12.30pm.

**AGREED:** This event will be organised and run by members of the Council and not the office staff.

**e) To Consider the Blaby Village Business Summer Survey**

All members have been issued with a copy of the Liberal Democrats Blaby Village Business Summer Survey where they are asking local businesses "How does the Christmas light switch on affect your business?"

The Chairman asked the liberal democate members present why this question was being asked by them as Christmas Light Switch on is an annual Parish Council event and has no intention of not continuing.

The liberal democate, Chair and Secretary stated that the survey was nothing to do with them and they didn't know anything about it.

Cllr Miss Small left the meeting at this point.

**f) To Consider Recommendation to Council**

**ESTATES & COMMUNITY COMMITTEE: Meeting held 25<sup>th</sup> July 2023**

**EC.966 – TO RECEIVE MANAGERS REPORT**

**a) Northfield Park – Play Equipment**

**RECOMMENDATION RESOLVED:** Purchase an Inclusive Swing Seat for Northfield Park at a cost of £697.60 + VAT and carriage. Funds are to be taken from the EMR Play Equipment savings account.

**g) To Consider Invitation to Blaby District Council Chair at Home Event**

On behalf of the Chair of Blaby District Council, she has invited the Chair, of the Parish Council and a guest to attend her Chair at Home Event on Friday, 15<sup>th</sup> September.

**AGREED:** The Chair and Vice-Chair of the Parish Council will attend the District Council's 'Chair at Home Event'.

**h) To Consider Correspondence Received from Cllr Mrs Jordan from the 25<sup>th</sup> July 2023, Estates & Community committee meeting Events – Cllr Mrs Jordan**

At the 25<sup>th</sup> July 2023, Estates & Community committee meeting it was agreed further discussions were to be held as to why Cllr Mrs Jordan was only interested in the running of the Council's events and not any other Council business?.

The Chairman stated that with regards to our events the committee or Council agree to the theme of the event and then the paid officers carry out their decision, the office staff are authorised to appoint activites within the approved budgets and event theme.

**Oakfield Park – Cllr Mrs Jordan**

Cllr Mrs Jordan said she has been approached by a resident who has queried why there is no disabled access leading onto Oakfield Park.

It is confirmed there is a path leading from Chester Road straight onto the park along with a dropped curb off Oaks Drive.

**AGREED:** Cllr Mrs Jordan is to pass on the residents contact details to the office staff who will then contact the resident directly regarding this matter.

**i) To Report Update & Consider Freedom of Information Requests**

The Council are receiving a lot of Freedom of Information requests from the same residents who already have outstanding invoices for previous Freedom of Information requests which haven't been paid for and the paperwork hasn't been collected.

**AGREED:** No Freedom of information requests are to be carried out from these individuals until their outstanding invoices have been paid.

**AGREED:** Payment for any Freedom of Information requests is to be received in advance before any work is to be carried out.

**j) To Consider Report Received from Cllr Mrs Jordan**

All members have been issued with correspondence received from Cllr Mrs Jordan, Cllr Mr Jordan and Cllr Ms O'Toole.

During this agenda item the District Councils Monitoring Officer who was present at the meeting stated a line needed to be drawn under these issues and as you are now a full Council, talk about Blaby, you are all here to make a difference.

**k) To Consider Social Media Accusations**

A post has recently been put on social media by Mr Savage, who is present at this meeting, accusing members of the Council with false accusations saying Cllr Mr Wareham "earns a steady income from the council coffers". Mr Savage is one of the two candidates who was unsuccessful in being co-opted onto the Parish Council at the July meeting.

Members have been issued with a copy of approved expenditure for Cllr Mr Wareham who gives up lots of his time for free as he is aware the Parish Council is currently short staffed, Cllr Mr Wareham stated "I have done nothing but personally help the community and try to save the Council money, I am more than happy for any investigation to be carried out on me".

Mr Savage said he was not the author he just posted the information that was given to him, Cllr Mr Wareham asked Mr Savage to supply him with the name of the author as he wanted to take this matter further, Mr Savage agreed to pass on the authors details to Cllr Mr Wareham privately.

**I) To Consider Letter Received to the Manager from  
Cllr Mr Hartshorn**

**RESOLVED:** Standing Order No.24 is to be invoked. That under Section 100a (4) and Sch.12A of the Local Government Act, 1972, the public be excluded from the meeting for the following items on the grounds that the items involve the likely disclosure of exempt or confidential information. (Confidential Report BPC72).

Cllr Mr Jordan, Cllr Mrs Jordan, Cllr Ms O'Toole and all parishioners present apart from the District Council's Monitoring Officer left the meeting for this agenda item.

All members have been issued with a letter and correspondence received from Cllr Mr Hartshorn. A lengthy discussion was held.

**AGREED:** Members do not feel the need to acknowledge or reply to Cllr Mr Hartshorn's letter as the information in the letter is untrue, no further action is to be taken regarding this matter.

**RESOLVED:** Standing Order No.24 is to be revoked.

Cllr Mr Jordan, Cllr Mrs Jordan & Cllr Ms O'Toole returned to the meeting.

1645

**6. FOR INFORMATION**

**a) To Report Update on the Councils Bank Charges, Reconciliation & Investment**

Bank Charges

Members have been issued with a summary of the Councils Business Current Account charges for the period between the 31<sup>st</sup> May 2023 – 30<sup>th</sup> July 2023.

These charges were deducted from the councils current account on the 21<sup>st</sup> July 2023.

Total of Activity Charges = £18.67

Fee for maintain the account = £8.00

Total to be deducted = £26.67

These charges will be deducted from the councils current account on the 21<sup>st</sup> August 2023.

Total of Activity Charges = £3.00

Fee for maintain the account = £8.00

Total to be deducted = £11.00

**Total charges from the 31<sup>st</sup> May 2023 – 30<sup>th</sup> July 2023 = £37.67**

Bank Reconciliation

All members have been issued with a copy of the April 2023 & May 2023 bank statement and bank reconciliation for the Councils current bank account.

CCLA Investment - £500k

Interest received from The Public Sector Deposit Fund during June 2023 was £1,876.38 and June 2023 was £2,070.86.

**Total Interest received since November 2022 = £14,182.10**

**b) Written Reports of Representatives/District Councillors & County Councillors**

**Blaby District Councillors Report**

All members have been issued with a copy of Cllr Mr Hartshorn, Cllr Mr Moseley and Cllr Mr Welsh's report for July 2023.

**CCTV Replacement Scheme**

We welcome the news that works to install new CCTV cameras in the Enderby Road Car park has begun. We have been getting reports of cars skidding and doing handbrake turns and doughnuts in our car parks. We hope the cameras will help.

**The Crescent**

Residents from The Crescent have contacted us. They have complained about the park that young people are hanging around and causing a disturbance. We understand that the Parish is already aware of the problem and is working with BDC. However, we sent the residents a letter to inform them to report any issues to the authorities. When our investigations started, there were very few reports of ASB to BDC or the police. In the letter, we encourage people to report incidents so that the matter can be escalated. w/c 6th August, a Sofa was dumped near the park BDC removed it promptly. We will help the Parish monitor the park and report any incidents going forward.

*For clarification the Parish Council states, we are fully aware of the anti-social behaviour but at no time has there been any contact from Blaby District Council regarding these issues but the Parish Council is in contact with the police and they have been provided with CCTV footage for their investigations. With regards to the dumped sofa, this was reported to Blaby District Council by the Parish Council.*

*Resident who have contacted the Parish Council regarding anti-social behaviour is always encouraged telephone the police immediately.*

**Freer Close**

We still have this as an outstanding matter with the land on Freer close. The family informed us that the case was not resolved, and the family are disappointed with what has happened to date. We would like the Parish to resolve the issue as best as possible promptly.

*The Parish Council has confirmed that after the July 2023 planning committee meeting the family were fully informed of what had been offered to them and any correspondence which has been received after this meeting was to be addressed at the 15<sup>th</sup> August planning committee meeting which the family was invited to attend.*

### **Oakfield Park Summer Event**

The summer event organised by the Parish Council on Oakfield Park was a tremendous success, and the District councillors would like to congratulate the parish and are in full support of these events, which bring the community together.

This year we had no complaints from any residents, which is excellent news, and despite the weather all we heard were excellent reports of a good event—well done.

### **Bouskell Park**

There have been noticeable times here the bins have been overflowing with rubbish. The team are looking to install some additional bins in the park.

The council are looking at how they can improve the gate area from the ice house to the long walk. Those that walk that area will know as soon as there is rain it turns it to a muddy mess and is challenging to get through the gate.

### **Blaby Toilets**

Ground work have been completed

The toilet unit is scheduled to be delivered next week. Once installed it will then undergo planned commissioning and testing and all being well should be operational in September

### **c) Parishioners Time – None.**

1646

### **7. AUTHORISATION OF THE COUNCIL'S ACCOUNT**

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

#### **DIRECT DEBITS/STANDING ORDER/BACS**

Cemetery Development	£4,410.00	Blaby Cemetery Extension -
Services Limited		Topo
Top Ents UK	£3,501.00	Stage Hire Blaby Summer Fun Day
Screwfix Direct Ltd	£9.58	Park Materials
Screwfix Direct Ltd	£82.99	Stanley Measuring Wheel
Screwfix Direct Ltd	£58.32	8 x Steel Padlocks – Oakfield Park
Screwfix Direct Ltd	£49.95	Event Marking Paint
Screwfix Direct Ltd	£16.99	Key Safe – Oakfield Park
Columbaria Company (Odlings Ltd)	£337.20	4 x Memorial Leaf
Summer Funday Music Acts	£2,390.00	Summer Funday Music Acts
Sharnford Horticultural Ltd	£91.48	Machinery Maintenance
Trust Security Group Ltd	£864.00	Security for Summer Fun Day 2023
Blaby Print	£24.00	Summer Fun Day Banners Date Change
Dura-Sport (Leisure Care) Ltd	£534.00	Repair <u>Work</u> to Oakfield Park Play Area

Alan Barnacle Grave Digging Service	£475.00	Flail of Cemetery Extension Land
Ms Carole Diment	£36.00	Memorial Leaf – Over Payment
SLCC Enterprises	£36.00	Staff Training.
LRALC	£515.30	Code of Conduct Training & Councillor Training
Cash – Mrs V Jepson	£39.97	Petty Cash Top-Up
Espo	£294.88	Assorted Materials
Aluva Solutions Ltd	£207.50	BCC - Fire Alarm System & Emergency Light Yearly Service
Aluva Solutions Ltd	£75.00	Emergency Light Service - Oakfield Park
Aluva Solutions Ltd	£75.00	Emergency Light Service - Cemetery
Spendlove Contracting	£792.00	Hedge Cutting - The Crescent 2022
Southern Electric	£6.37	The Crescent – 02.06.2023 – 03.07.2023
Southern Electric	£6.05	The Crescent – 04.07.2023 – 01.07.2023
Southern Electric – Gas	£36.66	Gas – Civic Centre – 01.07.2023 – 31.07.2023
British Gas	£505.51	Oakfield Park – 05.06.2023 – 01.07.2023
British Gas	£599.82	Oakfield Park – 01.07.2023 – 01.08.2023
British Gas	£675.78	Blaby Civic Centre – 31.05.2023 – 25.06.2023
British Gas	£640.39	Blaby Civic Centre – 25.06.2023 – 25.07.2023
British Gas	£44.06	Cemetery – 01.05.2023 - 29.05.2023
British Gas	£40.10	Cemetery – 29.05.2023 – 27.06.2023
British Gas	£43.64	Cemetery – 27.06.2023 – 29.07.2023
Talk Talk	£31.14	Line Rental & Fibre Business Broadband & Telephone (13.04.23 – 12.05.23)
Talk Talk	£31.99	Line Rental & Fibre Business Broadband & Telephone (15.05.23 – 12.06.23)

Brookside Construction Leicester Ltd	£4,509.60	Cemetery path repairs
Inty Ltd	£60.27	IT Support – August 2023
Lakul Communications Limited	£192.00	IT Support – August 2023
Agilico	£219.67	Photocopying charges – 13/05/2023 – 15/07/2023
Public Works Loan Board	£11,372.55	Blaby Civic Centre Loan
Association of Local Council Clerks	£50.00	Subscription Fees.
Gibbs & Dandy	£12.35	Assorted Materials
Blaby District Council	£2,495.59	Grass Cutting – April – June 2023
The Christmas Decorators	£16,469.58	Christmas & Festive Lights (50%)
DVLA	£320.00	12 Months Tax – Isuzu Truck
HSBC Bank	£92.99	28 <sup>th</sup> February 2023 – 30 <sup>th</sup> July 2023

#### **COMMERCIAL CARD**

Argos	£18.00	Shelf for Office Wi-Fi
Argos	£105.00	Replacement Telephones for Office
Aldi	£32.53	Sundries
Costco Wholesale	£21.99	Sundries
Blaby District Council	£21.00	TENS licence Summer Event Northfield Park
Co-op Petrol Station	£86.34	Fuel - Equipment
Co-op Petrol Station	£68.00	Fuel - Vehicle
Co-op Petrol Station	£70.00	Fuel – Vehicle

**RESOLVED:** The August accounts are agreed to be a true record. Proposed by Cllr. Mrs Skeemer, seconded by Cllr. Ms Bolton and passed unanimously.

1647

#### **8. CORRESPONDENCE**

- a) Leicestershire Police – July 2023 & August 2023 Newsletters.
- b) Visit Blaby District Tourism Update.
- c) Leicestershire County Council – New Communications and Engagement Strategy.
- d) CSP e-newsletter.
- e) LRALC – Monthly Training Bulletin.
- f) Rural EV Car Clubs.

1648

#### **9. CORRESPONDENCE RECEIVED AFTER ISSUE OF AGENDA**

##### **a) August Committee Meetings**

**AGREED:** The following August meetings are to be either cancelled or re-scheduled:-

- 22<sup>nd</sup> August – Staff, Policy & Finance – change to the 29<sup>th</sup> August
- 29<sup>th</sup> August – Estates & Community – Cancelled

**b) CCTV in Blaby**

Members are informed the works to install new CCTV cameras in Enderby Road Car park are underway with the first phase being the installation of a pole to house 3 cameras and removal of the existing out of commission cameras in the Enderby Road and Johns Court car park.

**c) LRALC – Carbon Net Zero**

LRALC has received funding from Blaby District Council to deliver a trial project around Carbon Net Zero.

LRALC are currently looking for a "larger" council to take place in the trial, and are therefore contacting us to enquire whether we would like to put our council forward for consideration for involvement in the project.

**AGREED:** Members would like to know more about this project before considering the trial.

**d) Blaby Toilet Update**

Blaby District Council have confirmed that the old toilet block has been demolished and the new concrete slab has been installed, they are ready for the next step of the project which is to receive delivery of the unit which was constructed off site by Healthmatic.

The modular toilet unit will be delivered to site on Thursday, 17<sup>th</sup> August. Once installed and connected to services the new toilets will be ready to open in September.

**RESOLVED:** Standing Order No.24 is to be invoked. That under Section 100a (4) and Sch.12A of the Local Government Act, 1972, the public be excluded from the meeting for the following items on the grounds that the items involve the likely disclosure of exempt or confidential information. (Confidential Report BPC72).

**e) Urgent Email from Cllr Mrs Jordan**

All members have been issued with correspondence received from Cllr Mrs Jordan, a lengthy discussion was held.

**AGREED:** The report is noted.

**RESOLVED:** Standing Order No.24 is to be revoked.

1649

**10. CHAIRMAN'S TIME**

The Chairman thanked the manager and deputy manager for their hard work and support in tonight's meeting and hoped the next full council meeting members can all begin to work together and she reminded members that the Parish Council is about everybody and not just one individual and asked that everybody is given respect.

The Chairman thanked everybody for attending the meeting.

**MEETING CLOSED: 9.45PM**

CHAIRMAN OF BLABY PARISH COUNCIL.....DATE.....

