

## MONKS KIRBY PARISH COUNCIL

No. 1148

### Minutes of the meeting held on Thursday 17th June 2021.

#### Meeting started 7.30pm

**Attendees:** Cllr. Woolliscroft (Chair), Cllr. Dent (Vice-Chair), Cllr. Clarke, Cllr. Partridge, Cllr. Dalby, Cllr. Wright, WC Cllr. Warwick, A Higgins (Clerk)

#### Apologies.

RB Cllr. Tony Gillias

#### Declarations of Interest with regards to items on the agenda.

Nil.

#### Public Participation Session with regards to items on the agenda (15 minutes).

A resident attended and raised concerns about planning. In Burbage there is a planning application for a number of houses on a farm field next to the Village. This is in the Greenbelt. The application has been rejected by the Borough Council and an appeal has been launched by the Developer, stating that the field has not been identified in any plan as a separation field.

BW: Confirmed that the area of land between Monks Kirby and Brockhurst has been identified as an important open space and this exists on documentation. Other developments are definitely within the Green Belt and MKPC and RBC have identified as Green areas, also outside village envelope - this has formed part of the RBC plan and part of the Parish Plan and therefore will form part of the Neighbourhood Plan.

JW: There are potential changes in national regulation and there is some opposition to Government proposals - this is causing confusion concerning planning rules.

BW: MKPC are guided by RBC - all protection that can be put in place is in place. The conservation area is designated and mapped.

JW: MKPC are monitoring as there will be increased pressure on use of land.

CC: Ground currently for sale - arable & pasture - what does this mean?

BW: This refers to how the ground is being used at this moment.

Resident: Feature on Countryfile re certificate of lawful existing use - if you have this and can prove you have used the land for 10 years then you can build on it. In N Wales & Devon - mobile home sites are being developed into permanent housing states.

AW: Confirmed that the use must be open & transparent use and not hidden.

Resident: Registered their concern over the Officer's report concerning the land on Fosse Way / Millers Lane.

BW: This planning issue is on the agenda tonight and will be discussed. A Planning Committee meeting is being held at RBC on Wednesday 23 June - Cllr. Woolliscroft is attending and speaking at.

BW: There are contradictions throughout the Officer's report e.g. part of the report recommends hedge removal, part of the report advocates keeping of hedges.

**WC Cllr Adrian Warwick.**

**Warwickshire Recovery Investment Fund**

£140m has been allocated, over 5 years to support local businesses. A property development company has been set-up to develop land owned by WCC. A transport survey is being done and a Green Survey has just been completed.

WCC's Grant potus now open - closing date 11 July - upto a potential £5k available.

WC Cllr. Warwick and RB Cllr. Gillias are involved in a working planning party - Gypsy & Travellers policy document - to be formulated this year. A Caravan count has been completed.

This will include how many houses can be supported vs. caravans.

A paper will be formulated and a working party organised and this will go to Cabinet in September - this will be a formal process.

Later this year there will be a Supplementary Planning Document to review self builds and custom builds. There is a maximum grant of £2k. This opens in July with a closing date of September.

BW: MKPC have been offered a monthly meeting with RBC - met earlier this week. Planning policy to be formulated & put forward this autumn. MKPC commented that they felt not listened to and that there existed Institutionalised Discrimination against Parish Councils by RBC. Parish Councils need to be listened to & be a part of discussions before any policy is formulated.

AW: Will pass this information on to Wolvey & Barnacle and other Parish Councils before any policy is produced and goes to consultation.

**Action:** Road between top of Brockhurst Lane and the Cemetary - there are some bad potholes - WC Cllr. Warwick looking into.

**RB Cllr. Tony Gillias.**

(Feedback included in WC Cllr. Warwick's report above).

**Approval of Minutes of the meeting held on 13th May 2021**

Annual meeting - proposed by Cllr. Wright, seconded by Cllr. Dent.

Monthly meeting - proposed by Cllr. Wright, seconded by Cllr. Dent.

**Matters Arising from the approval of Minutes of the meeting held on 13th May 2021.**

Simon's email of 08/05/21 re historical documents he has	11/05/21 forwarded to cllrs and asked for feedback. Added to 17/06/21 agenda
June MKPC meeting - bring CPRE booklet to share	Completed. Added to hard copy communications file for mtg
Costs for speeding signs - put together revised costs for May meeting - Bill	Deferred till June 17 agenda
Clerk tell maxine Bill to attend neighbourhood plan zoom call 17/05	Completed
Neighbourhood plan - official letter of complaint - Bill to liaise with Committee	Cllr. Woolliscroft
Defibrillator re-training in village hall - deferred till june - h varah finding details	HV / Clerk

<b>Matters Arising Cont.</b>	
Neighbourhood plan - existing chair to continue in role - liaise with committee and record approval	Completed. Current chair to continue in role. Confirmed at meeting 9th June.
Gate - kirby lane - by cut through - resident has mended - write a thank you letter	Completed and posted 21/05/21
Lights - clerk email salex - confirm new chair	Completed - 20/05/21 emailed salix
Broken light bottom of bell lane - bill to discuss with Hi-Lite	Ongoing. Hi-Lite to be chased for return visit.
Corner of main st / bell la - light shining into resident's property - shield to be fitted	Cllr. Woolliscroft to liaise with Hi-Lite
Whatsapp - bill to ask louise if she would consider being the MKPC representative on whatsapp	Completed
Councillors contact details - circulate on whatsapp	Clerk - ongoing
Open meeting 27 May - going ahead / re-arrange?	Completed. Meeting postponed till 17 and 24 June (open mtg)

**Correspondence.**

LCR.

Warwickshire Outlook.

CPRE booklet.

**Finance.**

Clerk introduced new finance spreadsheet to Councillors.

**Action:** Clerk to produce thank you letter to resident who produced this sheet.

**Online Payments for approval.****Proposed by Cllr. Partridge, seconded by Cllr. Dalby.**

<b>Payee</b>	<b>Date</b>	<b>Invoice</b>	<b>Amount</b>
<b>Groundworks UK</b> (underspend repayment - Neighbourhood Plan)	16/04/21 (email)	Grant ref NPG- 11759	£3,500.00
<b>Fenland Leisure Products Ltd</b> (Mulch for playground)	13/05/21	SIN040700	£206.40
<b>E Hobson Lawn &amp; Gardening Services</b> (gardening works at Fishponds Community Park)	26/05/21	May	£85.00
<b>L Partridge</b> (Payment to Timberplay for Washers for Fishponds Community Park)	01/06/21	TIM07580	£59.76
<b>A Higgins</b> (Clerk's salary April - June 2021)			£823.99
<b>A Higgins</b> (Clerk's expenses April - June 2021)			£174.89
<b>ICO</b> (Renewal - already paid)	01/06/21	Ref. Z8581469	£35.00
<b>Unity Trust Bank</b> (Service charge - already paid)	31/03/21		£18.00
<b>Hi-Lite Electrical</b> (Street lights.)	18/03/21	831	£4,560.00

## Receipts

<b>Payer</b>	<b>Date</b>	<b>Ref.</b>	<b>Amount</b>
<b>Bear Woodcraft</b> (part refund of £105 paid 26/04 - cost of stepping post)	10/05/21	Inv MKPC002	£62.00
<b>Resident</b> (donation towards Fishponds Community Park)	26/05/21		£20.00
<b>Resident</b> (Fundraising money towards Fishponds Community Park - cake stall)	28/05/21		£775.00
<b>Salix</b> (Repayment of cost for street lights)	01/06/21		£8,100.00
<b>NS&amp;I</b> (Interest period 02/01/20 - 23/12/2020)	24/12/20		£19.33
<b>VAT Refund</b> (For y/e 2020/21)			£254.88
<b>RBC</b> (50% Precept payment for year 2020/21)			£4,540.00
<b>Resident</b> (Donation towards Fishponds Community Park)	07/06/21		£20.00

**Audit 2021 - Signing of Documents.**

**Review of Systems of Internal Audit for MKPC .**

Proposer - Cllr. Dent, seconded - Cllr. Clarke.

**Internal Audit Report.**

Proposer - Cllr. Clarke, seconded Cllr. Wright.

**AGAR Forms - Annual Governance Statement.**

Cllr. Woolliscroft read the statements and the Council confirmed actions - signed by Cllr.

Woolliscroft and A Higgins (Clerk & RFO).

**Accounting statements for 2020/21.**

Signed by Cllr. Woolliscroft and A Higgins (Clerk & RFO).

Proposer - Cllr. Partridge, seconded - Cllr. Dalby.

**Receipts & payments summary.**

Proposer - Cllr. Partridge, seconded - Cllr. Wright.

**Action:** Clerk to email above documents to all Councillors.

**Historical information being held by resident.**

Deferred due to covid. Add to August agenda.

**Lutterworth Area Community Projects Fund.**

Speed detection signs - costs.

Deferred to August agenda.

**Defibrillator.**

Training session in Village Hall.

Deferred to August agenda.

**Action:** Cllr. Dent liaising with resident.

**Neighbourhood Plan.**

Official letter of complaint to RBC - Ongoing.

**Action:** MKPC have received a letter from RBC confirming designation.

**Action:** Clerk to draft a reply confirming receipt with regrets that this had taken so long - on behalf of Council.

**Hosting of wix website.**

Cost of this is £86.40 PA and is currently paid for by the previous Chairman.

MKPC agreed to pay.

**Action:** Clerk investigate how this could be paid by MKPC - bank transfer?

**GDPR Policy.**

**Action:** Clerk to produce a list of all relevant documents, rename from policies and circulate to cllrs - discussion between Clerk & Councillors on setting renewal dates.

**Action:** MKPC's new financial process, taking into account electronic banking - Clerk to draft and discuss with Council.

**Planning.**

**R21/0429 - Ashton Lodge Hotel - Proposed New Entrance, Vehicle Layby, Gazebo, Pergolas, Barbecue Structure & Timber Link Structure.**

Council recorded approval and wished to support a local business.

**Action:** Clerk to feedback to RBC that MKPC approve this application and wish to support local business.

Proposer - Cllr. Dent, seconder - Cllr. Woolliscroft.

**Land top of Millers Lane / Fosse Way.**

Cllr. Woolliscroft confirmed he had met with RBC representatives.

**Action:** Chair and Clerk discuss and put together an email to go to all members of the forthcoming planning committee - to be sent on Monday 21 June.

Council discussed and agreed to object on the basis that this is an illegal development in a greenbelt area and is against national planning policy.

**Planning Committee 23 June.**

Cllr. Woolliscroft to speak at the meeting.

**Fishponds.**

**Broken Swing.**

Timberplay has quoted to repair. Three residents have fixed but Council noted that this will require a long term fix.

Grant applications.

Cllr. Partridge confirmed applications for funds had been submitted to Carla Homes / Magna Park / The Well Inn (supports children with disabilities).

Need just over £2k, taking into account fundraising monies raised to complete installation of the sensory equipment.

RBC Grants - Cllr. Partridge also applied for funds to RBC.

**Street Lighting.**

Bill liaising with salix re outstanding issues (Bell Lane / Bell Lane and Main St.).

**Trees.**

**Bond End.**

First house on the left as enter village. Tree overgrowing and covering street light.

**Action:** Millers Barn - no resident currently living there but a maintenance person visits frequently.

**Action:** Cllr. Clarke to speak to the maintenance person and ask them to cut the tree back.

**Action:** Trees after Bond End, by the benches - currently overhanging the road. Clerk to liaise with WCC.

**Items for Round the Revel.**

Open meeting - postponed - apologies - due to Covid-19.

**Items for the Website.**

Open meeting as above.

**Parish Information** (for information exchange only).

Road at the top end of Brockhurst Lane to the Cemetery - the road is crumbling at the sides, creating holes.

**Action:** Clerk to add to August agenda.

**Rubbish Bin Opposite Catholic Chapel.**

Rusted at base. Encouraging vermin.

**Action:** Clerk to inform RBC - needs replacing - send photo.

**Butchers shop.**

Sold to a new owner.

**Whatsapp Requests.**

There have been requests through the MK Network Whatsapp Group to make the village more nature friendly.

Residents wanted to know if it might be possible to leave some verges unmowed until Autumn or allocate a strip with wildflower seeds sown, and also sow some wildflower seeds on the edges of some pavements / around the benches and amongst the grass after Bond End.

**Action:** Cllr. Partridge to liaise with residents on Whatsapp and encourage as many people as possible to come to the open meeting.

**Visibility Splays - top Monks Kirby Lane - dangerous.**

**Action:** Clerk to inform WCC Highways.

**Meeting closed 10.10pm**