

**WILLOUGHBY WATERLEYS PARISH COUNCIL
MINUTES OF PARISH MEETING HELD ON THURSDAY 6th MAY 2021
AT 7.30pm via ZOOM**

Present: Councillor David Campbell-Kelly (DCK) in the Chair, together with Councillor Emma Clanfield, Councillor Philip Day (PD), Councillor Philip Leech (PL) and Councillor Arthur Lyons, also in attendance Mrs J Jackson (JJ - Clerk)

2021.007 Apologies for Absence:

- Neil Bannister (District Councillor)

2021.008 Declarations of Interest:

- It was noted that DCK, AL, EC and PD were all members of the WWRA

2021.009 Minutes of Parish Council Meeting held on 4th March 2021

The minutes, having been circulated prior to the meeting were verbally approved as an accurate record

- **Proposed PD; seconded AL** that these be signed virtually and the hard copy signed at the earliest opportunity.

2021.010 Matters Arising:

i) Helicopter

- DCK stated that the helicopter was still flying over the village. After investigations he had looked at the CAA website and it appeared that an identification number was required but this was near impossible to attain.
- PD said he thought it would be training and the village would come within the outreach of Stoughton Airfield.
- EC said that an aerobatic plane was also causing nuisance and PD said he would make enquiries via a contact he had.

PD

ii) Notice Board

- PD reported that the board was now ready and he would collect on 12th May.
- DCK and PD will erect the board on the land at Orchard Close on 13/14 May.
- It was agreed that once the new board was in place the old board should be taken down. DCK will put a notice on the old board for 1 month that that effect.
- As previously approved, the cost would be £1,334.25 plus VAT and it was agreed that as soon as the board was received it should be settled rather than waiting until the July meeting.

DCK/PD

DCK

Proposed AL; seconded PD

iii) Tree Survey

- A detailed tree survey had been carried out by Sam Metcalf and T1 (Swedish Whitebeam) was of the most concern. This tree had been planted in memory of a resident's daughter but has grown too large for its position. Roots are above the ground and causing the tarmac path to crack.
- PL declared an interest as said tree overhangs his property
- After discussion it was agreed that Sam Metcalf be asked to provide a quotation for removal of the tree including obtaining planning permission. DCK also to obtain a quotation for Crown lifting on a number of trees identified in the survey
- PL said that the Parish Council would need to register on-line as a Faculty User with the Diocesan Advisory Committee (DAC) and the Archdeacon's approval would be required.

DCK

JJ

- A suitable replacement tree will be proposed to be planted after advice re size on maturity etc.
 - DCK proposed that details on faculty, removal of tree permission, quotations etc should all be available for approval at the July meeting.
 - PL stated there was a bat box on the tree and it was suggested it be moved at an early opportunity before it was found to be used. To discuss with Church Warden
- iv) Grass Flailing/Wild Flowers:
- Confirmed that Stuart Fletcher would mow the grass in the Autumn and PD confirmed that he had spoken with Mark Frankham and the sowing of wild flowers was in hand.
- v) Tree in verge opposite Longways House
- LCC have confirmed they do not own, manage or maintain trees at the location and that the tree owner should take full care and responsibility.
 - AL to confirm if tree is still there as DCK had noticed works being carried out.
- vi) Payroll Administration
- JJ confirmed that everything was working with the payroll and DCK requested that enquiries be made re salary rates for 2021
- vii) Church Gate Repair
- PD reported that the gates were proving problematic due to the weather but he would keep an eye on and ensure they were repaired/repainted
- viii) Planning Complaint – Lodge Farm
- The two complaints notified to the Parish Council had been submitted to HDC but were not been upheld. It was noted that a further enforcement complaint had been submitted but not by the Parish Council.
 - Outcome of this was currently unknown.

DCK

AL

JJ

PD

2021.011 District/County Councillors Report

- Neil Bannister had sent apologies but had sent a report that had been circulated prior to the meeting.
- HDC is keeping the Strategic Growth Plan under review.
- Lutterworth and Market Harborough leisure centres were to continue to receive financial report from HDC
- Any new information of Whetstone Pastures and the emerging Blaby Local Plan will be shared with the Parish Council
- No report received from Blake Pain

2021.012 Whetstone Pastures:

- It was confirmed that a submission had been made by the Council to Blaby DC re the Local Plan and was available on the website.
- BP had raised WWRA concerns at the LCC March Cabinet meeting of strategic growth being located to south and east without consideration for Freeport status to East Midlands Airport. The MAG and Blaby DC will need to consider.
- WWRA have learnt that the MAG are considering a review of the SGP
- The implications of Freeport status, no Expressway, changing housing needs all need to be considered.
- WWRA will be writing to its members shortly regarding the next steps
- Alberta Costa will be issuing a survey to 10,000 constituents most likely affected by WP. Survey has been prepared in conjunction with WWRA and Tritax.
- WP is likely to now have a quieter 12 months, whilst Blaby DC consider the responses to the Local Plan.

- 2021.013 Parishioners Time**
- No comments raised
- 2021.014 Planning Applications:**
- The Clerk confirmed the following application had been received:-
- 21/00682/FUL – Rannoch, 64 Main Street – Works to Trees
Councillors confirmed they had no objections
- 2021.015 Financial and Legal Matters:**
- 2021.015.1 Consideration of Internal Audit Report:**
- Noted that Liz Coates had completed the audit noting that correct records were being kept and had signed the relevant form
- 2021.015.2 Approval of Annual Governance Statement by resolution in advance of approving the Accounting Statements:**
- **Resolved:** Proposed by PD; seconded by AL. All agreed. that the report was correct
- 2021.015.3 Approval of Accounting Statements:**
- Noted that the income for the year was £9424 and expenditure, including petty cash was £6848
 - **Resolved:** Proposed by PL; seconded by AL. All agreed that the report was correct
- 2021.015.4 Approval of Certificate of Exemption:**
- **Resolved:** Proposed by PL; seconded by PD
- 2021.015.5 Signing:**
- As the meeting was being held virtually, signing of papers would take place at the earliest opportunity.
- 2021.016 Finance Report to 31st March 2021**
- Financial reports to 31st March 2021 had been circulated prior to the meeting and were approved as correct.
 - **PD proposed adoption; PL seconded**
- 2021.017 Payments for Authorisation:**
- | | | |
|----------------|---------------------------|--------|
| HDC | Cemetery Rates | 50.32 |
| LRALC | Membership | 170.58 |
| EON | Electricity 1/1 – 31/3/21 | 122.21 |
| Water Plus | Cemetery Supply | 23.71 |
| HDC | Dog Bins – Jan – March | 80.06 |
| Leics Gardens | Mowing 12/3 & 5/4 | 160.00 |
| Clerk | April Salary | 222.48 |
| Clerk | Petty Cash | 40.00 |
| S Metcalf | Tree Survey | 480.00 |
| Came & Company | Insurance Renewal | 385.81 |
| 2Commune | Website | 330.00 |

It was also agreed that the invoice from Greenbarns Ltd for the supply of the notice board should be settled - £1,334.25 plus £266.86 VAT

DCK/JJ

Resolved that all payments be authorised.

Proposed AL; seconded PD

2021.018 Correspondence:

- The Clerk confirmed that all relevant correspondence was circulated as it is received.

2021.019 Any Other Business

2021.019.1 The Old Rectory – Proposed French Drain:

- PL confirmed he had received the original communication and had spoken to Rupert Allen of the DAC who had advised that Rupert van der Post needed to register and apply for a faculty and that the Parish Council did not need to become involved.
- PL will write/speak with Rupert van der Post and advise him of the procedure.
- AL asked the position re the wall and DCK was not aware of any progress with that, implementation of the planning permission or why the scaffold was still around the listed building.
- Agreed that DCK would speak to Rupert van der Post about the issues.

PL

DCK

2021.019.2 Format of Future Meetings:

- LRALC have issued guidelines for future meetings which will not be allowed to be virtual.
- DCK/PD to speak with Andrew West re use of village hall and agree the safe Covid number for the amount of people at a meeting.
- PD said that the Parish Council would have to do a risk assessment.
- 1st July will be open to the public and it was agreed that the risk will be assessed on the night and an emergency plan will have to be in place in order to comply with whatever restrictions are in place at that date, otherwise the meeting may have to be adjourned.

DCK/PD

2021.020 Late Items for Next meeting:

- There were no items raised

2021.021 Date of Next Meeting:

- Thursday 1st July 2021

There being no further business the meeting closed at 20.38 pm

Signed _____ Dated _____