



Minutes of Stanton under Bardon Annual Meeting of the Parish Council held on Wednesday 7th May 2025 starting at 7:00pm at Stanton Under Bardon Village Hall, St John Cole Crescent, Stanton Under Bardon, LE67 9AE

Parish Councillors Present: Cllr Anthony Johnston (Chairman) Cllr Neil Barratt (Vice Chairman) and Cllr Kevin Underdown

In Attendance: 21 members of the public
Cllr Chris Lambert – Borough Councillor
Joanne Lowe (Parish Clerk and RFO)

001/25-26	<p>PUBLIC PARTICIPATION - Members of the public were invited to speak on matters relating to items on the agenda (Public Bodies (Admission to Meetings) Act 1960).</p> <p>Cllr Underdown chaired this part of the meeting.</p> <p>Members of the public raised concerns regarding a planning application for the conversion of a residential dwelling on Everards Way into a care home for young people. The following points were made:</p> <ul style="list-style-type: none"> Residents questioned why the application process was delayed and why some residents had not been informed or properly consulted. Parking provision at the proposed site was considered inadequate, particularly in light of school traffic, medical staff, visitors, and families. Reference was made to inconsistencies in documents, which variously referred to three or five residents.
002/25-26	<p>RESOLVED: After 15 minutes and in accordance with the Council’s Standing Orders, it was resolved to temporarily suspend Standing Order 3(f) and 3(g) to allow a further 50 minutes for public comments. The meeting was adjourned from 7:15 pm to 8:05 pm for this purpose.</p> <ul style="list-style-type: none"> The proposed property was felt to be unsuitable in scale and location, particularly in a predominantly elderly residential area. Noise and lack of soundproofing were noted as additional issues. Specific concerns were expressed regarding traffic safety, especially near a sharp bend, and the impact on mobility scooters / pedestrians due to narrow pavements and insufficient parking.

- Questions were raised about the adequacy of local infrastructure and services, internet access, proximity to doctors or pharmacies, and a lack of recreational facilities for potential residents.
- A resident shared personal experience of supported living and clarified they were not opposed to the concept but had concerns about how the application was communicated, particularly around assumptions about disability.
- Additional comments included fears about anti-social behaviour and the overall appropriateness of the development in a semi-detached property with limited outdoor space.

In relation to the development off Main Street, a resident reported that a hedge had been removed during the bird nesting season without netting. The Clerk was asked to contact planning enforcement.

A rat issue on Everard Way was reported. The Clerk was asked to follow up.

Cllr Chris Lambert acknowledged the strength of feeling among residents regarding the planning application. Based on his personal experience, he stated that anti-social behaviour associated with such developments is generally low but clarified that he was not present to defend the application but to explain the planning process:

- The application closing date for comments is 9th May.
- A decision from a delegated planning officer is expected 28th May.
- If recommended for approval, due to the volume of objections, the application is likely to go to Planning Committee in mid-June.
- Residents will have an opportunity to speak at the meeting.
- If the application is refused, the applicant has the right to appeal to the Planning Inspectorate, which would start a new process. Appeals take 2–3 months and few are refused at that stage.

Cllr Clare Harris explained the importance of focusing objections on material planning considerations, such as parking, traffic, and disruption. She gave Policy DM10 as an example of a relevant planning policy that may be applicable. She also expressed concern about the growing number of care homes and supported living facilities that are not regulated.

Regarding public transport, Cllr Harris clarified that the 125 bus route has not been terminated. The service is still operating, with no loss of provision anticipated; instead, some route improvements are expected.

Council meeting started 20:05

003/25-26	<p><u>To receive nominations and to elect the position of Chairman for 25-26</u></p> <p>One nomination was received for the position of Chairman.</p> <p>RESOLVED: Cllr Johnson was elected as Chairman for Stanton under Bardon Parish Council for 2025-26.</p>
004/25-26	<p><u>To receive nominations and to elect the position of Vice Chairman for 25-26</u></p> <p>One nomination was received for the position of Vice Chairman.</p> <p>RESOLVED: Cllr Barratt was elected as Vice Chairman for Stanton under Bardon Parish Council for 2025-26.</p>
005/25-26	<p><u>To receive apologies for absence and to consider whether to approve the reasons given</u></p> <p>RESOLVED: The Council received and resolved to accept apologies from Cllr Ramsay and Cllr Howard.</p>
006/25-26	<p><u>To receive declarations of pecuniary and non-pecuniary interests and requests for dispensations in respect of items on the agenda</u></p> <p>NOTED: None received.</p>
007/25-26	<p><u>Reordering of Agenda Items – Standing Order 10(a)(vi)</u></p> <p>RESOLVED: In accordance with Standing Order 10(a)(vi) it was resolved to bring forward agenda item 17(a)(i) to be considered as the next agenda item</p>
008/25-26	<p><u>To consider whether to submit formal responses to the following applications</u></p> <p>25/00362/FUL – Change of use from existing residential dwelling to residential care home (Class C2) for up to 3 people and conversion of existing garage to office space</p> <p>RESOLVED: The Council resolved to object to the planning application, citing the site’s unsuitability due to poor infrastructure, lack of public transport, inadequate parking and unsuitable change of use that will have an adverse impact on residential amenity and poor design compatibility.</p>
009/25-26	<p><u>To consider the adoption of the draft minutes from the Parish Council Meeting held on 2nd April 2025</u></p> <p>RESOLVED: The Council resolved to adopt the draft minutes from the Parish Council Meeting held on 2nd April with no amendments made. The minutes were signed by the Chairman as a true and accurate record of the meeting.</p>

010/25-26	<p><u>To review the scheme of delegation for Stanton under Bardon Parish Council to give delegated powers to the Clerk (Section 101 of the Local Government Act 1972)</u></p> <p>RESOLVED: The Council resolved to adopt the scheme of delegation granting delegated powers to the Clerk (under Section 101 of the Local Government Act 1972), with an amendment to Section 6.2 where in an emergency, the Clerk shall have the authority to take reasonable steps to protect the Council's assets or position, following consultation with a Parish Councillor (if practicable under the circumstances).</p>
011/25-26	<p><u>To review the Terms of Reference for Stanton under Bardon Village Hall Management Committee</u></p> <p>RESOLVED: The Council resolved to adopt the Terms of Reference for Stanton under Bardon Village Hall Management Committee with no amendments made.</p>
012/25-26	<p><u>To receive nominations and election of members to Stanton under Bardon Village Hall Management Committee</u></p> <p>Three nominations were received for membership to Stanton under Bardon Village Hall Management Committee.</p>
013/25-26	<p>RESOLVED: Cllr Johnson, Cllr Underdown, Cllr Ramsay and Cllr Barratt were elected.</p> <p><u>To receive nominations and election of members to Bagworth, Thornton and Stanton Neighbourhood Plan Group</u></p>
014/25-26	<p>RESOLVED: Council resolved to defer this item.</p> <p><u>To receive nominations and election of members to represent the Council at Midland Quarry Products Residents Liaison Group</u></p> <p>One nomination was received for membership to the Midland Quarry Products Residents Liaison Group.</p>
015/25-26	<p>RESOLVED: Cllr Ramsay was elected.</p> <p><u>To receive nominations and elect members to serve as the Council's liaison representatives to Stanton under Bardon Primary School and South Charnwood High School</u></p> <p>One nomination was received for the position of School Liaison representative.</p>
016/25-26	<p><u>To review and approve the draft asset register for 2025 – 2026</u></p> <p>RESOLVED: The Council approved the Asset Register, noting the total value of Council assets as £230,389.61.</p>

017/25-26	<p><u>To review the Council's insurance renewal documents for 2025 – 26</u></p> <p>NOTED: The Council noted the renewal documents.</p>
018/25-26	<p>To consider approving the insurance premium of £1,244.16 as part of the long-term agreement with Zurich Insurance</p> <p>RESOLVED: The Council agrees the insurance premium of £1,244.16 with Zurich for the period 2025–2026, subject to confirmation that recent assets at the Village Hall are included in the cover.</p>
019/25-26	<p><u>To review and approve the following policies:</u></p> <p>RESOLVED: That the Council approve the following list of Council policies.</p> <p>Standing Orders Financial Regulations Financial Risk Assessment Risk Management Scheme Internal Financial Control Policy Procurement Policy Complaints Procedure Freedom of Information Policy Data Breach Policy Data Protection Privacy Policy Data Subject Request Policy and Subject Access Request Form General Privacy Notice Filming at Parish Council Meetings Policy Annual Leave Policy Disciplinary and Grievance Policy and Procedure Equality and Diversity Policy Health and Safety Policy Sickness Absence Policy Dignity at Work Policy</p>
020/25-26	<p><u>To review and adopt the draft volunteering policy and application form</u></p> <p>RESOLVED: This item was deferred</p>
021/25-26	<p><u>To review the Council's subscriptions to the following organisations:</u></p> <p>Leicestershire and Rutland Association of Local Council</p> <p>RESOLVED: That the Council approve the annual subscription of £419.46</p>

022/25-26	<p>Society of Local Council Clerks</p> <p>RESOLVED: That the Council approve annual subscription of £200</p>
023/25-26	<p><u>To note the schedule of Parish Council meetings for 2025/2026</u></p> <p>NOTED: The Council noted the following dates for the Parish Council meetings at Stanton under Bardon Village Hall:</p> <p style="text-align: center;"> Wednesday 11th June 2024 – 7:00pm Wednesday 16th July – 7:00pm Wednesday 10th September – 7:00pm Wednesday 8th October – 7:00pm Wednesday 12th November – 7:00pm Wednesday 10th December – 7:00pm Wednesday 14th January – 7:00pm Wednesday 11th February – 7:00pm Wednesday 11th March – 7:00pm Wednesday 8th April – 7:00pm Wednesday 13th May – 7:00pm </p>
024/25-26	<p><u>To receive updates from the Clerk relevant to the Parish Council activities during April 2025</u></p> <p>NOTED: The Council noted the following updates:</p> <ul style="list-style-type: none"> • The internal audit for 2024–25 is complete and will be presented for approval at the May Parish Council meeting. • Four residents have requested information regarding the proposed care home, including access to the draft Neighbourhood Plan and Cllr contact details. • A resident complaint about large HGVs blocking Main Street near the Allison Homes development led to confirmation that a traffic management plan is still pending approval from HBBC. • All allotment invoices for 2024–25 have been issued, with vehicle access payments pending. One plot required costly clearance before re-letting; two new tenants have joined under a new deposit scheme. • New benches have been installed near the community woodland by the footpath. • The Council received a £5,059 PCIF grant for the Community Cinema project; new equipment will be installed shortly. • A £300 VE Celebrations grant was secured to fund the VE80 Afternoon Lunch for residents. • The rear Meeting Room refurbishment is complete with a new conference table and Smart TV installed. • Ongoing vandalism to the trade waste bin lock outside the Main Hall has led to plans for a more secure lock and chain installation.

025/25-26	<p>To note an update on volunteering to maintain the war memorial planters</p> <p>NOTED: The Council received an update.</p>
026/25-26	<p>To note an update on the Community Café at the Village Hall</p> <p>NOTED: The Council received an update.</p> <p>To discuss and consider the installation of Electric Car Charging Points at Stanton under Bardon Village Hall</p>
027/25-26	<p>RESOLVED: The Council resolved to defer this item.</p>
028/25-26	<p><u>To approve the End of Year Bank Reconciliation for Financial Year 2024-25</u></p> <p>RESOLVED: The Council approved the End of Year Bank Reconciliation.</p> <p><u>To note the Internal Auditor's Report for Financial Year 2024-25</u></p>
029/25-26	<p>RESOLVED: The Council noted the Internal Auditor's report and recommendations.</p> <p><u>To approve the Annual Governance Statement for Financial Year 2024-25</u></p>
030/25-26	<p>RESOLVED: The Council approved the Annual Governance Statement.</p> <p><u>To approve the Accounting Statement for Financial Year 2024-25</u></p>
031/25-26	<p>RESOLVED: The Council approved the Accounting Statement</p> <p><u>To approve the Explanation of Variances for Financial Year 2024-25</u></p>
032/25-26	<p>RESOLVED: The Council approved the Explanation of Variances.</p> <p><u>To approve the Breakdown of Reserves held Financial Year 2024-25</u></p>
033/25-26	<p>RESOLVED: The Council approved the Breakdown of Reserves Held.</p> <p><u>To note the appointment of date for the examination of elector's rights</u></p>
034/25-26	<p>NOTED: The Council noted that the period for the exercise of public rights will commence on Tuesday 3rd June 2025 and end on Monday 14th July 2025.</p>

035/25-26	<p><u>To review and approve the financial statement for March 2025</u></p> <p>RESOLVED: The Council approved the financial statement for March 2025</p>																																																			
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037/25-26	<p><u>To review and approve the list of payments for May 2025</u></p> <p>RESOLVED: The Council approved the following list of payments scheduled for May 2025:</p> <table><tr><th>PAYEE</th><th>DETAILS</th><th>AMOUNT</th></tr><tr><td>Staff</td><td>Staff Salaries for May 2025</td><td>2787.72</td></tr><tr><td>GP Removals</td><td>Clearance of rubbish from VH Storage</td><td>96</td></tr><tr><td>GES Ltd</td><td>EPC – Non Domestic for Village Hall</td><td>300</td></tr><tr><td>Darwin Davies</td><td>Installation of 2 benches</td><td>50</td></tr><tr><td>Scribe</td><td>Scribe Bookings – Monthly</td><td>24</td></tr><tr><td>Aqua</td><td>Legionella – Remedial Work</td><td>349.93</td></tr><tr><td>Darwin Davies</td><td>Allotment Clearance + some VH work</td><td>150</td></tr><tr><td>Iulian Strutu</td><td>Leaflets for VE80 Café Event</td><td>30</td></tr><tr><td>LRALC</td><td>Annual Subscription</td><td>419.46</td></tr><tr><td>Joanne Lowe</td><td>Sundries for Indoor Car Boot</td><td>16.45</td></tr><tr><td>HSBC</td><td>Monthly Bank Charge</td><td>8</td></tr><tr><td>HAGS</td><td>Quarterly Operational Playground Inspection</td><td>96</td></tr><tr><td>Leicester Waste Removal Ltd</td><td>Allotment Clearance</td><td>400</td></tr><tr><td>Burnt Oaks</td><td>Grounds Maintenance – April 25</td><td>444</td></tr><tr><td>HBBC</td><td>Quarterly Bin Maintenance</td><td>173.94</td></tr><tr><td>Three</td><td>Mobile Phones Contract</td><td>17.17</td></tr></table>	PAYEE	DETAILS	AMOUNT	Staff	Staff Salaries for May 2025	2787.72	GP Removals	Clearance of rubbish from VH Storage	96	GES Ltd	EPC – Non Domestic for Village Hall	300	Darwin Davies	Installation of 2 benches	50	Scribe	Scribe Bookings – Monthly	24	Aqua	Legionella – Remedial Work	349.93	Darwin Davies	Allotment Clearance + some VH work	150	Iulian Strutu	Leaflets for VE80 Café Event	30	LRALC	Annual Subscription	419.46	Joanne Lowe	Sundries for Indoor Car Boot	16.45	HSBC	Monthly Bank Charge	8	HAGS	Quarterly Operational Playground Inspection	96	Leicester Waste Removal Ltd	Allotment Clearance	400	Burnt Oaks	Grounds Maintenance – April 25	444	HBBC	Quarterly Bin Maintenance	173.94	Three	Mobile Phones Contract	17.17
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038/25-26	<p><u>In accordance with the Public Bodies (Admission to Meetings) Act 1960 s(10) paragraph 2, to consider excluding the public and press for the remainder of the meeting due to the confidential nature of the business to be discussed</u></p> <p>RESOLVED: The Council resolved to go into closed session.</p> <p>To discuss the suitability and effectiveness of a current Council contract</p>																																																			
039/25-26	<p>RESOLVED: The Council agreed to engage with the contractor to discuss potential options.</p>																																																			

Council Meeting finished at 21:29

Signed by

Chair

Date