



OSBASTON PARISH COUNCIL

Draft Minutes of the Parish Council Meeting for Osbaston Parish Council held on Monday 13th May 2024 at Elohim Community Church, Bagworth Road, Barlestone.

Parish Councillors Present:

Andy Elliott (Chair)

Nicola Jempson (Vice Chair)

Helen Earp

In Attendance Joanne Lowe (Parish Clerk & RFO)

PUBLIC PARTICIPATION

None received

The Parish Council meeting started at 19:15

1/2024-25	ELECTION OF CHAIRMAN One nomination for the position of Chairman was received. The Council RESOLVED to elect Cllr Elliot as Chairman for Osbaston Parish Council for 2024-2025. Cllr Elliot duly signed the declaration of office form.
2/2024-25	ELECTION OF VICE-CHAIRMAN One nomination for the position of Chairman was received. The Council RESOLVED to elect Cllr Jempson as Vice-Chairman for Osbaston Parish Council for 2024-2025. Cllr Jempson duly signed the declaration of office form.
3/2024-25	TO RECEIVE APOLOGIES FOR ABSENCE AND TO CONSIDER WHETHER TO APPROVE THE REASONS GIVEN Apologies were RECEIVED and ACCEPTED by Council from Cllr Oliver.
4/2024-25	TO RECEIVE DECLARATIONS OF INTEREST BOTH PERSONAL AND PREJUDICIAL ON ITEMS ON THE AGENDA AND TO CONSIDER REQUESTS FOR DISPENSATIONS None received
5/2024-25	ADOPTION OF DRAFT MINUTES The Council RESOLVED to adopt the draft minutes from 22 nd April 2024 as a true and accurate record with no amendments made. These were signed by the Chairman.

<p>6/2024-25</p> <p>7/2024-25</p>	<p>BOROUGH AND COUNTY COUNCILLOR REPORTS</p> <p>The Council NOTED an update report from Borough Councillor Bill Crooks</p> <p>The Council NOTED an email update from County Councillor Bertie Harrison-Rushton</p>
<p>8/2024-25</p>	<p>ADOPTION OF COUNCIL POLICIES AND GOVERNING DOCUMENTS</p> <p>The Council RESOLVED to re-adopt the following documents and policies:</p> <ul style="list-style-type: none"> i. Standing Orders ii. Financial Regulations iii. Model Publication Scheme iv. Planning policy v. Grant and Donations Policy vi. Training and Development Policy vii. Subject Access Request Policy viii. Data Protection Policy ix. Biodiversity Statement x. Data Breach Policy xi. Freedom of Information Policy xii. Councillor Co-option Policy
<p>9/2024-25</p>	<p>The Council RESOLVED to adopt the following draft policies:</p> <ul style="list-style-type: none"> i. Record Management and Retention of Documents Policy ii. Dispensation Procedure & Request Form iii. Internal Control Policy iv. Risk Management Scheme v. Equality and Diversity Policy vi. Filming of Parish Council Meetings
<p>10/2024-25</p>	<p>READOPTON OF COUNCIL'S ASSET REGISTER</p> <p>The Council RESOLVED to re-adopt of the Council's Asset Register for 2024-2025</p>
<p>11/2024-25</p>	<p>SCHEDULE OF PARISH COUNCIL MEETINGS</p> <p>The Council RESOLVED the schedule of Parish Council meetings for 2024/2025 as follows:</p> <ul style="list-style-type: none"> • Monday 9th September 2024 starting 7:00pm • Monday 9th December 2024 starting 7:00pm • Monday 10th March 2025 starting at 7:00pm • Monday 12th May 2025 starting at 7:00pm

	REPRESENTATION ON EXTERNAL COMMITTEES
12/2024-25	The Council RESOLVED to nominate Cllr Jempson to represent the Council on BOCA.
	COUNCILLOR VACANCY
13/2024-25	The Council NOTED that no applications were made to the vacancy of Parish Councillor for Osbaston ward
	ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2023/24
14/2024-25	The Council RESOLVED to approve the Annual Governance Statement for financial year 2023-24. This was signed by the Chairman and the Responsible Financial Officer.
15/2024-25	The Council RESOLVED to approve the Accounting Statements for financial year 2023-2024. This was signed by the Chairman and the Responsible Financial Officer.
16/2024-25	The Council NOTED the Annual Internal Audit Report for financial year 2023-2024
17/2024-25	The Council RESOLVED to approve the Certificate of Exemption for financial year 2023-2024. This was signed by the Chairman.
18/2024-25	The Council RESOLVED to approve the explanation of variances for financial year 2023-2024. This was signed by the Chairman.
19/2024-25	The Council RESOLVED to approve the breakdown of reserves held for financial year 2023-2024. This was signed by the Chairman.
20/2024-25	The Council RESOLVED to approve the bank reconciliation for financial year 2023-2024. This was signed by the Chairman.
21/2024-25	The Council NOTED the dates for the notice of public rights and publication of the Annual Governance and Accountability Return for financial year 2023-24 commencing on Monday 3rd June 2024 and ending on Friday 12th July 2024.
	FINANCE
22/2024-25	The Council REVIEWED and APPROVED the Council's bank statements, financial statement and bank reconciliation for March - April 2024
23/2024-25	The Council REVIEWED and APPROVED the draft payment list including salary payments for April – May 2024.

24/2024-25	<p>PLANNING</p> <p>24/00416/FUL - Construction of a new self-build dwelling The Fulford Bosworth Road Osbaston Nuneaton Leicestershire</p> <p>The Council RESOLVED to not respond with a formal comment</p>
25/2024-25	<p>The Council RESOLVED to write a letter to Hinckley and Bosworth Borough Council Planning Department to raise the issue of unsustainable developments within the hamlet of Osbaston.</p>

The meeting closed at 19:59pm.

Signed.....

Date.....