



**Draft Minutes of Stanton under Bardon Annual Meeting of the Parish Council held on  
Wednesday 11<sup>th</sup> June 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) Cllr Zoe Howard and Cllr Alan Ramsay

**In Attendance:** 3 members of the public  
Cllr Chris Lambert – Borough Councillor  
Joanne Lowe (Parish Clerk and RFO)

040/25-26	<p>Borough Councillor Chris Lambert gave an update:</p> <p>On the proposed care home application, Cllr Lambert reported that discussions were still ongoing and that the matter has been deferred to the Planning Committee. No decision has yet been made, and a revised Design &amp; Access Statement is expected. Concerns were raised about residents already living on-site. A planning department site visit was scheduled for today.</p> <p>Regarding the Local Government Reorganisation, feedback from Central Gvt suggests that there is a preference for a single proposal rather than three such as the North City South proposal, that Rutland remains with Leicestershire and to introduce neighbourhood councils. Work on proposals continues with consultation to follow.</p> <p>In local matters, the bench at Billa Barra Nature reserve has been replaced and blasting now twice daily.</p> <p><b>Two members of the public asked for an update on the proposed care home.</b></p> <p>One member of the public asked that the Council cut back the <b>overgrown brambles</b> on PC-owned allotment land behind St John Cole Crescent.</p> <p><i><b>Council meeting started 17:15</b></i></p>
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041/25-26	<p><u>To receive apologies for absence and to consider whether to approve the reasons given</u></p> <p><b>RESOLVED:</b> The Council received and resolved to accept apologies from Cllr Underdown.</p>
042/25-26	<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><b>NOTED:</b> None received.</p>
043/25-26	<p><u>To consider the adoption of the draft minutes from the Parish Council Meeting held on 7<sup>th</sup> May 2025</u></p> <p><b>RESOLVED:</b> The Council resolved to adopt the draft minutes from the Parish Council Meeting held on 2<sup>nd</sup> April with no amendments made. The minutes were signed by the Chairman as a true and accurate record of the meeting.</p>
044/25-26	<p><u>To consider a request from a resident regarding overgrown land to the rear of their property and the allotments on St John Cole Crescent</u></p> <p><b>RESOLVED:</b> The Council resolved determine land ownership via the Land Registry and if Council owned, to add the area to the grounds maintenance schedule.</p>
045/25-26	<p><u>To consider a request from a resident to temporarily obstruct Access Road off Main Street for property maintenance</u></p> <p><b>RESOLVED:</b> The Council resolved to defer this item. Council request that the resident submits a proposal detailing how the work will be carried out with minimal disruption. The Council will consider the proposal once this information is provided.</p>
046/25-26	<p><u>To consider the purchase of a public computer available for residents to use at Stanton under Bardon Village Hall</u></p> <p><b>RESOLVED:</b> The Council resolved to reject this project due to potential problems regarding GDPR breaches, insurance issues and the lack of demand.</p>
047/25-26	<p><u>To consider quotations for the supply and installation of Emergency Assembly Point sign and post for Stanton under Bardon Village Hall</u></p> <p><b>RESOLVED:</b> Council accepted the quotation of £49.80 from Brookfield Signs to manufacture the sign and £45 from the contracted Council handyman to install the sign.</p>

048/25-26	<p><u>To consider the purchase of cashless payment card reader at Stanton under Bardon Village Hall</u></p> <p><b>RESOLVED:</b> Council resolved to open a Sum Up cashless payment system and purchase a Sum Up Air and Charging Station unit for £44</p>
049/25-26	<p><u>To receive updates from the Clerk relevant to the Parish Council activities during May 2025</u></p> <p>The Clerk gave an update:</p> <ul style="list-style-type: none"> <li>• Access agreements have now been issued, with 12 chaser letters to follow</li> <li>• The 2023–24 audit has been submitted to the external auditor</li> <li>• A £2,630 grant application for meeting room refurbishment has been successful</li> <li>• A programme of monthly events at the Village Hall has been confirmed, including a Father’s Day event this week, the launch of Stanton Cinema Club in July, a summer fete in August, and a talk and indoor car boot sale in October.</li> <li>• The flagpole has been installed outside of the village hall, with 50% of the cost covered by a £210 grant.</li> <li>• The Clerk and Cllr Anthony met with Allison Homes to discuss the need for better communication with residents regarding large vehicles accessing the development at the bottom of Main Street</li> <li>• A VAT reclaim of £1,713.34 (March–May 2025) has been submitted.</li> <li>• A wasp nest was removed from an allotment at a cost of £75 after 3 quotes were sought</li> <li>• The Clerk attended training on becoming an effective employer training</li> <li>• HBBC Planning have been chased again regarding a planning meeting date. The Council’s insurance policy has been updated to include the new smart TV in the meeting room, resulting in no increase in premium.</li> <li>• Requests for new street nameplates for St Mary’s Close and Pearce Close have been submitted to HBBC, after previous suggestions were rejected.</li> </ul>
050/25-26	<p><u>To review and approve the monthly financial report for May 25</u></p> <p><b>RESOLVED:</b> The Council approved the financial report for May 2025</p>
051/25-26	<p><u>To review and approve bank statements and bank reconciliations for May 2025</u></p> <p><b>RESOLVED:</b> The Council approved the bank statements and bank reconciliations for May 2025.</p>

052/25-26	<p>To review and approve the budget monitoring report at the end of Q1</p> <p><b>RESOLVED:</b> The Council approved the budget monitoring report at the end of Q1</p>																																																			
053/25-26	<p>To review and approve the list of payments for June 2025</p> <p><b>RESOLVED:</b> The Council approved the following list of payments scheduled for June 2025:</p> <table><tr><th>PAYEE</th><th>DETAILS</th><th>AMOUNT</th></tr><tr><td>Staff</td><td>Staff Salaries for June 2025</td><td>2787.72</td></tr><tr><td>Joanne Lowe</td><td>Ant Poison</td><td>15.98</td></tr><tr><td>FilmBankMedia</td><td>Deposit for Films</td><td>150</td></tr><tr><td>Glynis Glover</td><td>Sundries for Comm Café – 3/6</td><td>12.12</td></tr><tr><td>Glynis Glover</td><td>Sundries for Comm Café – 10/6</td><td>1.40</td></tr><tr><td>Darwin Davies</td><td>Installation of 2 Benches</td><td>50</td></tr><tr><td>Darwin Davies</td><td>Meter Readings and Bunting Removal</td><td>45</td></tr><tr><td>Aqua</td><td>Legionella Control</td><td>102</td></tr><tr><td>HSBC</td><td>Monthly Bank Charge</td><td>8</td></tr><tr><td>Freethought</td><td>MS365 for Clerk</td><td>120.96</td></tr><tr><td>Scribe</td><td>Bookings – June 2025</td><td>24</td></tr><tr><td>GTS</td><td>KeyHolding – 12 months</td><td>478.80</td></tr><tr><td>Yu Energy</td><td>Electricity – April 25</td><td>31.42</td></tr><tr><td>British Gas Lite</td><td>Gas – April 25</td><td>92.53</td></tr><tr><td>Noiseboys</td><td>Settlement Invoice –Cinema</td><td>6125.36</td></tr><tr><td>Burnt Oaks</td><td>Grounds Maintenance – May 25</td><td>444</td></tr></table>	PAYEE	DETAILS	AMOUNT	Staff	Staff Salaries for June 2025	2787.72	Joanne Lowe	Ant Poison	15.98	FilmBankMedia	Deposit for Films	150	Glynis Glover	Sundries for Comm Café – 3/6	12.12	Glynis Glover	Sundries for Comm Café – 10/6	1.40	Darwin Davies	Installation of 2 Benches	50	Darwin Davies	Meter Readings and Bunting Removal	45	Aqua	Legionella Control	102	HSBC	Monthly Bank Charge	8	Freethought	MS365 for Clerk	120.96	Scribe	Bookings – June 2025	24	GTS	KeyHolding – 12 months	478.80	Yu Energy	Electricity – April 25	31.42	British Gas Lite	Gas – April 25	92.53	Noiseboys	Settlement Invoice –Cinema	6125.36	Burnt Oaks	Grounds Maintenance – May 25	444
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054/25-26	<p>To note and approve amendments to CCLA’s mandate for the Public Sector Development Fund</p> <p><b>RESOLVED:</b> The Council approved the removal of Cllr West and addition of Cllr Underdown to the CCLA investment mandate.</p>																																																			
055/25-26	<p>To consider closing the Council’s HSBC Community account</p> <p><b>RESOLVED:</b> The Council resolved to close the HSBC Community account.</p>																																																			
056/25-26	<p>To consider any planning applications submitted following the publication of the agenda</p> <p><b>NOTED:</b> None received</p>																																																			

*Council Meeting finished at 21:09*

Signed by

Chair .....

Date .....