

**Cadeby Parish Council Meeting**  
**Friday 15<sup>th</sup> November 2013 at 7pm**

**Present:** Councillor Winterbottom (Chair) Councillor Morgan  
Councillor Lane Claire Evans (Clerk)  
Councillor Freeman Councillor Smith  
PC Chapman Councillor Ould  
Members of the public: Mr & Mrs T Mutlow  
John

**Apologies**

Councillor Ould and PC Chapman

**Declarations of Interest**

None

**To receive and approve requests for dispensations on matters in which members have a disclosable pecuniary interest**

None received

**Public participation**

Public advised that the Parish Council (PC) allows participation.

**Minutes from 23<sup>rd</sup> August 2013 meeting**

Approved and signed off as a true and accurate record.

**PC Mike Chapman's Report**

This report been emailed to all councillors. No reported incidents in Cadeby during the previous month.

**Financial Report**

Business Manager Account £4072.06

Community Account £898.50 less uncleared cheques £375 clerk's salary, £24 church hall hire, £35 Ladywell Accountancy Services

Cheques approved

£24 Church Hall hire  
£375 Clerk's salary (cheque post-dated to end December)  
£35 Ladywell Accountancy Services (PAYE)

Clerk reminded council that it was not seen as good practice to have more than the annual precept in reserve.

**Clerk's Report**

Clerk reminded council of updates from LRALC regarding new Model Standing Orders. Cadeby PC needs to review and update their Standing Orders.

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**Agreed:** Clerk to prepare and circulate new Standing Orders in readiness for the January meeting.

**Available update regarding Church Hall sale and objections sent to Leicester Diocesan Registrar regarding proposed alteration/deletion of the existing covenant**

Despite an update request email from Clerk to Mr Kirkman (Diocesan Registrar), no response had been received.

Councillor Freeman made informal enquiries regarding disposal of community spaces, from a friend who is a solicitor. He posed the question "how would a parish prevent the sale of a community hall?" Advice was to register the Church Hall as a community asset. Ten signatories would be required as a minimum. If this was completed it could potentially hold up the sale process for about 6 months.

If Mr & Mrs Kenefeck decided not to proceed with the purchase of the Church Hall, it may make it available to other interested parties eg, Cadeby PC or a new charitable organisation which could be set up named 'Friends of Cadeby' to purchase and run the Church Hall. Councillor Smith said grants were available for this kind of purchase.

Councillor Smith felt the PC didn't know what the community wanted and would support, and should be asked their opinion. Two main questions;

1. Would the community support the purchase of the Church Hall?
2. Would the community prefer the Church Hall be sold and proceeds re-invested in the Church which would be adapted to provide a community space?

Questions for consideration posed by Councillor Winterbottom;

Could the PC take out a mortgage?

How much could the PC borrow?

What were the capital costs?

Who would own the Church Hall?

Who would manage the facility?

What would the financial arrangements be?

What would renovations costs be?

What are the current running costs including council tax, whether owned by the PC or charitable organisation?

Could a Friends of Cadeby charity be set up to purchase, renovate and run the Church Hall?

The Diocesan Church Council (DCC) could continue to push the removal of the covenant and sell with unrestrictive use.

Mrs Mutlow (as part of public participation) felt that once a community space had been lost, it would be very difficult to get another one reinstated.

**Agreed:** Clerk to find the annual running costs of the Church Hall, the information of which could be used as part of a Business Development Plan (BDP) when deciding if purchase of the Church Hall was a viable option.

**Agreed:** Clerk to ask Hinckley and Bosworth Borough Council (H&BBC) what the business rates for the Church Hall were if a) run by the PC or b) by a charity eg, Friends of Cadeby.

**Agreed:** Councillor Freeman to scan and forward Registration of Community Asset form to Clerk.

## **Update on 2014/15 Council Tax Support Funding**

Clerk reported that H&BBC hoped to be able to release tax bases and funding allocations to the Parish Councils by 20<sup>th</sup> December. This would allow PCs to set their precept and to advise H&BBC by 31<sup>st</sup> January 2014. Councillor Winterbottom discussed grants that may be given by H&BBC. Some councils had treated this grant as a 'windfall'. To explain the situation, Councillor Winterbottom gave an example of a council with a precept £10,000. If the council received a grant of £500, the PC would set the precept at £9,500 to provide council with a total precept + grant income of £10,000.

**Agreed:** Await further details from H&BBC and meet in January to agree precept

## **Draft Budget**

Clerk emailed a draft budget for all councillors to review. This was not discussed but agreed to be held until January 2014 meeting when precept would be set.

## **Parish and Community Initiative Fund (PCIF)**

Councillor Smith confirmed the successful grant application was £5767 in total, £5000 of which was a contribution towards Phase One of Church Roof repairs. Phase One should be complete by the end of the year. Councillor Smith was happy to be responsible for pulling the claim paperwork together as he was in conversations with H&BBC. Diana Morgan (represented by Councillor Morgan,) stated that Diana wished to be involved during the administration stage of the grant claim as 'owner' of the Cadeby Church Roof Appeal. Monies need to be claimed by end of February 2014.

The second and final part of the grant was 50% (£350) contribution towards the cost of a new noticeboard and £250 towards additional time the clerk may work in support of the Church Roof Appeal.

A further grant was given from the Village Hall Project towards the other 50% of the noticeboard costs.

**Post-meeting** – it was not made clear at the meeting that this grant was for £175 (50% of the original cost of the noticeboard of £350.)

In the event, one new noticeboard had been provided and installed for £350, see below for further details regarding its construction and installation.

**Agreed:** Councillors were concerned the other 50% of the PCIF grant would be lost. It was agreed the remainder of the grant could be put towards a second noticeboard for outside the Church. Further information to be obtained.

The remaining £250 of the PCIF grant was for additional work the Clerk may have completed in support of the Church Roof Appeal. The Clerk confirmed no additional work had been completed by herself. It was still agreed by council that a copy of her contract should be provided on the basis "use it or lose" the grant.

Councillor Smith said H&BBC had contacted him directly to advise him of a new PCIF grant for 2014. Applications in by end February 2014.

## **New Parish Noticeboard**

The noticeboard had been supplied and fitted. There was some disappointment among councillors and villagers about the quality, in particular the doors and locking mechanism. As a result the invoice was being held. Due to a conflict of interest (the carpenter completing work on the Clerk's property) Councillor Lane had agreed to meet with the carpenter to work towards a resolution. Meeting date 19<sup>th</sup> November.

**Agreed:** Await update from Councillor Lane

## Planning Applications

Current planning applications:

Land adjacent to Church Farm House

13/00817/CONDIT

Variation of Condition 2 of planning permission 12/01070/FUL for the insertion of 3 velux windows in Plot 3

**Agreed:** No objections

## Local Heritage List request from H&BBC

**Agreed:** To include Church Hall as it had social and communal value, The Barley Mow and Barley Mow Cottage, the Grange and the terraced cottages on Main St (on side of postal box.) Clerk to organise.

## Letter from Cardiac Rhythm Management Team

Cost of installation would be approximately £2,000.

**Agreed:** Postpone decision until January 2014 meeting

As part of public participation, John from the Old School House raised concerns about the anticipated increase in traffic when the 3 new houses opposite the Church are completed. There are already issues on this narrow section with builders and contractors blocking the road and damaging the verges. The contractor had suggested the road would be widened by one metre. This is incorrect. John asked if speed restrictions or a one-way system be introduced.

**Agreed:** Councillor Winterbottom said council would have to wait until the properties were occupied to see what, and if any traffic problems arose. Only with evidence could the Highways Department at Leicestershire County Council (LCC) be asked to investigate.

Mrs Mutlow raised concerns about the number of potholes in Wood Lane. Clerk confirmed this had already been reported to Highways, LCC