

Cadeby Parish Council

cadebyparishcouncil@gmail.com

Minutes of the Annual Parish Council Meeting held on Thursday 14th May 2020, at 6.30pm. Venue: Zoom

PRESENT: Councillors: Jonathan Lane (JL); Ian Smith (IS) ; Denis Winterbottom(DW); Steve Karkowski (SK); Simon Freeman (SF); Sue Millward (SM) (Clerk/RFO)

ALSO PRESENT: County Councillor I Ould(IO).

2 members of the public

| Item No. | Description | Action |
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| 0001/20 | <p>ELECTION OF CHAIRMAN: Jonathan Lane was nominated by Ian Smith, seconded by Simon Freeman. The nomination was accepted and the vote unanimous.</p> <p>ELECTION OF VICE-CHAIRMAN: Ian Smith was nominated by Jonathan Lane and seconded by Simon Freeman. The nomination was accepted and the vote unanimous.</p> | |
| | <p>WELCOME: The Chair welcomed those present to the Parish Council's first virtual meeting</p> | |
| 0002/20 | <p>APOLOGIES: Borough Councillor Maureen Cook</p> | |
| 0003/20 | <p>DECLARATIONS OF PECUNIARY INTEREST - None</p> | |
| 0004/20 | <p>APPROVAL OF MINUTES – The Minutes of the meeting on 23rd January 2020 and the minutes of the extraordinary meeting on 18th March 2020 were agreed as a true and accurate record.</p> | |
| 0005/20 | <p>UPDATE OF ACTIONS- Following the cancellation of the meeting 26/3/20, due to covid-19, it was resolved to agree the budget considered at the meeting of 23/1/20. ref:1283/20</p> <p>It was resolved to rescind the delegated authority issued at the meeting 18/3/20. ref: 1286/20</p> <p>Covid-19 bulletin 3 will be circulated to residents, following updated government guidelines and to thank support work carried out by residents.</p> | SM |
| 0006/20 | <p>BULL IN THE OAK STREET LIGHTS update: SM advised the meeting that the work to update the street lights to LED has now been carried out and is completed. A donation of £637.40 to cover the cost of the work has been received from Cadeby Homes Ltd.</p> <p>It was resolved to forward a letter of thanks to Cadeby Homes Ltd for their generous donation</p> | SM |
| 0007/20 | <p>ADOPTION of: Having been circulated it was resolved to adopt - Standing Orders – updated to include virtual meetings; Financial & Management Risk Assessment; Internal Controls Policy.</p> <p>It was agreed that a review of hardcopy documents stored in the village hall attic should be carried out after Covid-19 lockdown.</p> | SM/ JL |
| 0008/20 | <p>REVIEW of: A review of Cadeby Parish Council Financial Regulations; Complaints procedure; Asset Register; GDPR policy documents was carried out.</p> <p>It was agreed to identify a value for Bull in the Oak street lights and add to the Asset Register and to check whether a further policy document is required in addition to the complaints para included in the Standing Orders.</p> | SM |
| 0009/20 | <p>POLICY & FINANCE: It was resolved to -</p> <ol style="list-style-type: none"> 1) Continue the subscriptions to LRLC & ICO. 2) Accept BHIB Aviva quotation for 3year insurance renewal 3) Certify the authority as exempt. The certificate of exemption for year ending 31 March 2020 was signed off by SM,RFO, will be signed off by JL,Chair and submitted to the external auditors <p>Councillors noted the annual internal audit report.</p> <ol style="list-style-type: none"> 4) Approve Section 1, the Annual Governance Statement 2019/20 5) Approve Section 2 the Accounting statements 2019/20 <p>SM, RFO advised councillors that the notice of the period for the exercise</p> | SM |

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| | <p>of public rights for the year ending 31 March 2020 will commence on 15th June 2020 and end on 24 July 2020</p> <p>6) Make payment to BHIB, Aviva insurance renewal 1/6/20 to 31/5/21. approve payments to All Saints Church annual donation; CCDT annual donation; LCC Invoice 28186973.</p> <p>7) Approve Financial Report detailing monetary assets to 9/5/20 £5965.60. See attached.</p> <p>8) To continue with Ladywell for payroll/HMRC prep; to adopt NALC payscales for 20/21. An annual review Of the Parish Clerk's performance & salary will be carried out as soon as lockdown allows.</p> <p>9) Hold Parish Council mtgs in July;Sept;November;January;March;May 20/21</p> | <p>SM</p> <p>JL</p> |
| 0010/20 | <p>PLANNING- Councillor Ould advised that since HBBC, the local planning authority lost control of it's 5 year land supply for the borough much of his time has been spent supporting local councils with planning applications</p> <p>15/00416/FUL-Cadeby Court, Sutton Lane. IO agreed to investigate & advise on s.184 Highways information.</p> <p>19/00714/Ful – Forge Cottage. Appeal start date 9/3/20 Awaiting site visit.</p> <p>19/00253/UNUSES- The Gatehouse. It was resolved to chase for update re compliance.</p> <p>19/01236/FUL – Rectory Lane Wall. to chase for an update on works</p> <p>19/01447/OUT – Erection of 15 dwellings. Application refused</p> <p>20/00433/OUT – Resubmission of 19/01447/OUT. It was resolved to circulate to residents & issue Parish Council objection.</p> <p>20/00345/OUT – Shenton Lane, Market Bosworth; it was resolved to issue Cadeby PC objection supporting Market Bosworth PC's objections</p> <p>20/00357/OUT – Cadeby Quarry, Naneby Hall Farm. Development of commercial units(use classes B2 and/or B8) & associated infrastructure. Both Borough & County councillors expressed concern at not being advised of the plan and will seek further information and advise Cadeby PC.</p> <p>It was agreed that Cadeby PC will object to these plans, expecting the site to be returned to green/agricultural as in the original plan. Initially the PC will await Highways Authority determination.</p> | <p>SM</p> <p>SM</p> <p>SM/DW</p> <p>SM</p> |
| | Date of next meeting: Thursday 2nd July 2020. 7pm | |
| | The meeting was brought to a close at 8.30pm | |

Signed: Chair - Jonathan Lane

Date: 2/7/20