



# Dadlington & Sutton Cheney Parish Council

Dadlington & Sutton Cheney Parish Council Meeting September 2024

Thursday 12<sup>th</sup> September 2024 starting at 7:30 pm at Whitemores Tea Room, Shenton

## Minutes

### Attendees

Philip Kiteley – Chairman  
Neil Franklin  
Ambrose Long  
John Plant  
Valerie Pritchard

Members of the public – No members of the public, BC Miriam Surtees & Clerk RFO

### **55/24 APOLOGIES**

Apologies accepted from Linda Mayne, Simon Rees-Jones and Andrew Copson – approved by full council

### **56/24 DECLARATIONS OF INTEREST PECUNIARY & NON-PRECUNIARY**

None

### **57/24 PREVIOUS MINUTES**

The council agreed unanimously to accept the minutes for the Parish Council Meeting held on 11<sup>th</sup> July 2024 as an accurate record, these were signed by the chairman.

### **58/24 PUBLIC PARTICIPATION**

None

### **59/24 BOROUGH AND COUNTY COUNCILLOR REPORTS**

Borough Councillor Miriam Surtees addressed the council and delivered her report covering the following points:

- BDC financial accounts have been signed off and accepted at full council.
- Hinckley Leisure Centre is now making a profit, footfall is up and this is partly due to an NHS project which is being ran within the centre.
- Homelessness is still a problem in the Borough. There is a budget to tackle this each year but last year the budget went £600,000 over budget. This is due to high levels of people being made homeless from young families to single men. HBBC are looking at projects to turn the

Chairman's Signature:

1

Date:



## Dadlington & Sutton Cheney Parish Council

empty properties around quicker to stop having to put people in costly temporary accommodation.

- HBBC has committed to acquiring or building 500 homes each year and these homes will go directly to supporting people within the Borough.
- Finance report on fly-tipping indicates that fly-tipping is decreasing which is not the case. There is an ongoing problem within the Borough and HBBC have purchased new mobile cameras. Very few people are prosecuted but with the cameras being made available hopefully more convictions will come.
- Severn Trent attended and did a presentation on what they are doing to help with sewage flow and preventing flooding and flood damage.

The council ask councillor Surtees what he progress is with Upton Cars as they are still trading even though they have had an enforcement notice to stop. Councillor Surtees explained that she would look into the matter and see if there has been an appeal lodged.

**ACTION – The Clerk is to chase what is happening with the enforcement case at Upton Cars**

County Councillor Report – This was circulated prior to the meeting.

### 60/24 CLERKS REPORT

The Council has received the Clerks report and timesheets prior to the meeting.

Cllr Valerie Prichard requested specific information on a dead tree on Bosworth Road, the Parish Council newsletter and quotes for a new village entrance sign on Bosworth Road. The Clerk will look into these matters for the next meeting.

**ACTION – The Clerk is to report the dead tree at LCC on Bosworth Road**

**ACTION – The Clerk is to gain three quotes for a new village entrance sign for Bosworth Road**

**ACTION – The Clerk is to email all councillors for article ideas for the village newsletter**

### 61/24 FINANCE

The council unanimously adopted the financial statements from July 2024 and August 2024.

Chairman's Signature:

2

Date:

# Dadlington & Sutton Cheney Parish Council

Financial Statement - July 2024								
							Balance Carried Forward 01.07.24	£10,444.58
<b>Income</b>								
Date	Payee	Budget Item	Total In	Finance Ref				
10.07.24	CHQ 402419 Allotment	Allotment Cheque	£20.00					
			£20.00					
<b>Expenditure</b>								
Date	Payee	Budget Item	Cost	Minute Ref	Finance Ref	S137 Spend	Total Expenditure	
01.06.24	Hannah Pickles	Clerks Salary	£511.79	07/2024	FR37/24			£2,976.86
21.07.24	HSBC	29JUN2024 Bank Charges	£8.00	07/2024	FR38/24			£7,467.69
24.07.24	Geoff Cantwell	Inv 860 VAS	£121.50	07/2024	FR39/24			
24.07.24	Geoff Cantwell	INV 861 PLANTER	£42.50	07/2024	FR40/24			£20.00
24.07.24	Geoff Cantwell	INV 862 GM	£288.50	07/2024	FR41/24			
24.07.24	Hinckley & Bosworth	Bin Contract	£232.60	07/2024	FR42/24			£7,487.69
24.07.24	LRALC	Internal Audit	£200.00	07/2024	FR43/24			
24.07.24	Geosphere Ltd	Parish Online Subscription	£72.00	07/2024	FR44/24			
24.07.24	LCC	Pension Scheme Payment	£1,500.00	07/2024	FR45/24			
			£2,976.89					
Signed: Chairman of the Council.....Andrew Copson..... Date.....12.09.24.....								
Countersigned: Councillor: .....Valerie Pritchard..... Date.....12.09.24.....								

Financial Statement - August 2024								
							Balance Carried Forward 01.08.24	£7,487.69
<b>Income</b>								
Date	Payee	Budget Item	Total In	Finance Ref				
23.08.24	HBBC	Street Lighting Grant	£1,339.60	FR51/24				
			£1,339.60					
<b>Expenditure</b>								
Date	Payee	Budget Item	Cost	Minute Ref	Finance Ref	S137 Spend	Total Expenditure	
01.08.24	Hannah Pickles	Clerks Salary	£511.76	07/2024	FR46/24			£951.92
19.08.24	Geoff Cantwell	INV 879 VAS	£121.50	07/2024	FR47/24			£6,535.77
19.08.24	Geoff Cantwell	INV 878 GM	£288.50	07/2024	FR48/24			
19.08.24	Screatons	Payroll Invoice	£20.16	07/2024	FR49/24			£1,339.60
21.08.24	HSBC	Bank Charges 30JUL2024	£10.00	07/2024	FR50/24			
			£951.92					
Signed: Chairman of the Council.....Andrew Copson..... Date.....12.09.24.....								
Countersigned: Councillor: .....Valerie Pritchard..... Date.....12.09.24.....								

## 62/24 INTERNAL AUDIT

The council unanimously voted to accept the comments made in the External Auditor's report

The External Auditors report is detailed below and has been added to the Parish Council website.

Chairman's Signature:

Date:



# Dadlington & Sutton Cheney Parish Council

## Section 3 - External Auditor Report and Certificate 2023/24

In respect of **Sutton Cheney Parish Council**

### 1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2024; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors

### 2 External auditor limited assurance opinion 2023/24

Except for the matters reported below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with the Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The published Notice of Public Rights requires the name, position and contact details of the person to contact to inspect documents, usually the Clerk or RFO, to be entered at line 2(b) and the name/signature of the person placing the notice to be entered at (e) on the form to satisfy the Accounts and Audit Regulations 2015, Paragraph 15(2)(b). The Council should ensure this is completed correctly in the future.

The Council has answered 'Yes' to Assertion 4 of Section 1 of the Annual Governance and Accountability Return which relates to how the Notice of Public Rights was advertised within the financial year 2023-24. Therefore, it relates to the Notice announcing the public right to review the 2022-23 return which was published during 2023-24. As noted in the Auditor Report last year, this notice was not correctly advertised therefore this Assertion should have been answered 'No'.

Other matters not affecting our opinion which we draw to the attention of the authority:

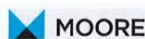
NONE

### 3 External auditor certificate 2023/24

We certify/~~do not certify~~\* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2024.

\*We do not certify completion because:

External Auditor Name



External Auditor Signature

Date

23/08/2024

Chairman's Signature:

Date:



## Dadlington & Sutton Cheney Parish Council

### 63/24 DNP

The council were informed that the DNP was now with Colin Wilkinson at Planit-X making the recommended changes from the public consultation. Once the document is returned the plan will go to full council for approval and than another 6 week consultation with HBBC.

The council were also informed of the resignation of John Whitehead from the DNP Committee. John has worked for many years on the DNP and the Council thank him for his dedication to the project.

### 64/24 COUNCIL MATTERS

- a. The council discussed the Shenton War Memorial and agreed that the Shenton project funds of £250.00 will be spent on weeding, hedge trimming and painting the bollards at the Memorial.

**ACTION - The Clerk is to contact Geoff Cantwell and ask him to complete the works at the Shenton War Memorial once a quote has been received ready for the next tendering process.**

**ACTION – The Clerk is to look at the ground maintenance contract and add in the Shenton War Memorial maintenance and the Rosebank maintenance.**

**ACTION – The Clerk is to report mole hills on Main Street in Sutton Cheney to LCC**

- b. The council discussed that the banking accounts were still needed for the grant application for the Shenton church grass cutting.

**ACTION – Cllr John Plant is to send the accounts through to the clerk ready for this application to be reviewed.**

**ACTION – The Clerk is to add the Shenton church grant application to the November 24 agenda**

- c. The council agreed unanimously to the following dates for the 2025/2026 meeting dates:

21<sup>st</sup> July 2025  
18<sup>th</sup> September 2025  
9<sup>th</sup> October 2025 (Budget Meeting)  
13<sup>th</sup> November 2025  
15<sup>th</sup> January 2026  
12<sup>th</sup> March 2026

**ACTION – The Clerk is to email the councillors, add the meeting dates to the website and send outlook calendar to all councillors.**

- d. The council discussed the offer to setting up defib training from Anthony Parkes, who had offered the training, with a delayed payment until the new financial year, as the council does not have the budget for the training this year. The council unanimously agreed for the Clerk to set up the training for all three wards with the offer of delayed payment until after March 2025.

**ACTION – The Clerk is to contact Anthony Parkes to organise defib training.**

Chairman's Signature:

5

Date:



## Dadlington & Sutton Cheney Parish Council

The Council also discussed organising a first aid training session for the communities in the new financial year. The Council felt that living in a rural community, it would be useful for members of the public to have some basic first aid to help them in an emergency situation until the emergency services arrive. It would also be a good exercise to help bring communities together as a whole parish.

**ACTION – The Clerk is to look into the first aid training options and costing for the new financial year and include this in any budget plans.**

- e. The Council reviewed the action plan sent through from the Clerk and agreed to the actions within the plan as detailed below:

**ACTION - The Clerk needs to specify which watercourses are causing an issue with flooding and determine who these belong to and report them directly to the owner.**

**ACTION – The Shenton Ward councillors will contact the Clerk with specific area details and photos of the watercourses that are causing flooding.**

**ACTION - The Clerk should request to Severn Trent that Shenton be moved to a 10-month rotation clearing rotation instead of a 20-month rotation.**

**ACTION – The Clerk should write to the Sutton Cheney Estate owners and inform them that this is a problem area and needs to be maintained and monitored.**

**ACTION – The Clerk needs to contact LCC to ascertain who owns the pipework under the Ambien Lane bridge as this is also causing flooding**

**ACTION – The Clerk and council need to monitor the Fenn Lanes for flooding as LCC have stated that they have rectified the problem.**

**ACTION – The Clerk is to organise a meeting with HBBC Planning to discuss the flooding issues in Shenton, the excess surface water that currently causes a problem and the additional surface water that will be created with developments such as the Barwell SUE and how that will impact the parish.**

**ACTION – The Clerk is to contact County Councillor Bertie Harrison-Rushton to determine if any preventative works are being completed ahead of the winter to help prevent flooding in the parish.**

**ACTION – The Clerk should add Shenton flooding as a rolling agenda item to the agenda for every Parish Council meeting.**

- f. The Council discussed concerns raised by a parishioner in Dadlington regarding the rifle range in Stoke Golding. His property backs onto the business and there is a concern about how powerful the weapons are that are being used and what safety measures have been put in place to ensure people's safety.

**ACTION – The Clerk and Borough Councilor Miriam Surtees will do some research into what licenses need to be held and what business documentation is on file for the establishment.**

Chairman's Signature:

6

Date:



## Dadlington & Sutton Cheney Parish Council

- g. The Clerk explained the process with the VAS installation in Sutton Cheney and that three quotes are needed from a qualified tree surgeon to complete the work in cutting back the trees to allow the solar panel to charge and the sign to be fully visible. The works cannot be carried out by our usual contractor as the trees are in a conservation area.

**ACTION – The Clerk is to obtain three tree surgeon quotes for the tree trimming at the Royal Arms for the VAS unit.**

### 65/24 COUNCILLORS REPORT

The Council reviewed and discussed concerns raised by a parishioner about speeding in Dadlington. The Council noted that there is little else that the Council can do apart from the continuation of the Speed Watch projects, as LCC Highways have confirmed that there is nothing they can do at this time.

The council discussed the Dadlington Defib and that a new unit had been purchased at the cost of £1032.00 by the Dadlington Village Hall Committee. The Dadlington Village Hall Committee has suggested that they would be interested in the Parish Council taking on responsibility for the unit if the Council wanted to reimburse the committee for the funds they have spent to purchase the unit.

**ACTION – The Clerk is to add this to the Nov 2024 agenda**

**ACTION – The Clerk will consider a budget line in the 2025/2026 budget for the possibility of the transfer of funds should all parties be in agreement that the Dadlington Defibs ownership be transferred.**

### 66/24 PLANNING

- a. The Hinckley and Bosworth Local Plan – The clerk gave some brief details about the HBBC Local Plan but the Council had not reviewed the document and decided to comment on an individual basis should they wish to comment.

- b. Sophie Illiffe      [24/00690/HOU](#)      Aqueduct Barn Bosworth Road Shenton      E : 439136      N 300629  
12/08/2024      To remove rear and side garden fence and replace with reclaimed brick not exceeding 2m high.  
Applicant: Mr Michael Saunders

*The council agreed to make no comment on planning application 24/00690/HOU*

- c. Richard Wright      [24/00802/HOU](#)      Wharf House Wharf Lane Sutton Cheney      E : 441165      N 299489  
20/08/2024      Detached double garage and conversion of existing garage into habitable room  
Applicant: Mr L Spyrou

*The council agreed to make no comment on planning application 24/00802/HOU*

**Meeting closed at 21:22**

Chairman's Signature:

7

Date: