

ULLESTHORPE PARISH COUNCIL

Clerk: Mrs K Clarke, The Old Stables, Fir Tree Lane, Swinford, Lutterworth, LE17 6BH

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AGENDA

Notice is given of the **Annual Meeting of Ullesthorpe Parish Council** at Ullesthorpe Memorial Hall on Monday 8th May 2017 following the conclusion of the Annual Parish Meeting at 7.45pm.

The business to be transacted at the meeting will be as follows:

- 17-01 Election of Chair
- 17-02 Election of Vice Chair
- 17-03 To receive Declarations of Acceptance of Office from the elected Chair and Vice Chair
- 17-04 To elect Parish Council representatives to various bodies
- 17-05 To receive apologies for absence
- 17-06 To receive Declarations of Members' Interest on items on the agenda
- 17-07 Matters arising from the public
- 17-08 To approve and sign the minutes of the meeting held on 3rd April 2017
- 17-09 Matters arising from the minutes of the meeting held on 3rd April 2017
- 17-10 To receive the financial statements for year ended 31st March 2017
- 17-11 To approve the Annual Governance Statement for the year ended 31st March 2017
- 17-12 To approve the Accounting Statements for the year ended 31st March 2017
- 17-13 Planning applications
- 17-14 Financial matters
- 17-15 Neighbourhood Plan
- 17-16 Matters arising from Councillors of Ullesthorpe Parish Council
- 17-17 Matters arising from Councillor Rosita Page of Harborough District Council
- 17-18 Correspondence
- 17-19 Date of next meeting

Katherine Clarke

Parish Clerk

1st May 2017

ULLESTHORPE PARISH COUNCIL

Minutes of the Annual Meeting held on Monday 8th May 2017 at Ullesthorpe Memorial Hall following the conclusion of the Annual Parish Meeting held at 7.45pm

Present: Cllr Lesley Chamberlain (Chair), Cllr Alison Cave (Vice Chair), Cllr Simon Smith, Cllr Hugh Robertson Smith, Cllr Phil Hague, Cllr Paul Longhorn and District Councillor Rosita Page.

In attendance: Katherine Clarke (Parish Clerk).

17-01 Election of Chair

Cllr Cave proposed and Cllr Hague seconded the election of Cllr Chamberlain as Chair for the forthcoming year. Cllr Chamberlain accepted.

17-02 Election of Vice Chair

Cllr Chamberlain proposed and Cllr Robertson Smith seconded the election of Cllr Cave as Vice Chair for the forthcoming year. Cllr Cave accepted.

17-03 To receive Declarations of Acceptance of Office from the elected Chair and Vice Chair

Cllr Chamberlain and Cllr Cave signed Declarations of Acceptance of Office which were then countersigned by the Parish Clerk as Proper Officer of the Council.

17-04 To elect Parish Council representatives to various bodies

It was agreed that the following Cllr's will act as representatives to the following committees and associations for the forthcoming year:

Claybrooke Joint Burial Board	Cllr Chamberlain
Village Hall Committee	Cllr Robertson Smith
Marc Smith Educational Charity	Cllr Cave & Cllr Smith
Baldwins Charity Trust	Cllr Hague & Cllr Smith
Ullesthorpe Playing Fields Association	Cllr Paul Longhorn

Note: Brian Fowler continues to be the representative for all the Parish Council's associated with the Alderman Newton Educational Trust

17-05 To receive apologies for absence

No apologies for absence were received.

17-06 To receive Declarations of Members' Interests on items on the agenda

Members are asked to declare personal interests in any item on the agenda. Members are reminded that the Code of Conduct which took effect from 7 August 2012 provides that they should declare the existence and nature of their personal interest at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is prejudicial they should withdraw from the room and not seek improperly to influence a decision about that matter.

No declarations of members' interests were received.

17-07 Matters arising from the public

None.

17-08 To approve and sign the minutes of the meeting held on 3rd April 2017

The minutes were accepted and signed as a true record.

17-09 Matters arising from the minutes of the meeting held on 3rd April 2017

- Big Village 'Clean Up' – the price for skip hire has been confirmed as £150.00.
- Speed Device Servicing – no progress to report.
- Replacement Dog Waste Bin (South Avenue) – in progress.
- Replacement Dog Waste Bin (Claybrooke Road) – it was noted in the minutes from the previous meeting that a litter bin needed replacing at this site, this is incorrect, it is a dog waste bin that needs replacing. The Clerk will organise the replacement.
- New Dog Waste Bin – (The Green at Fairway Meadows) – in progress.
- Damage from Tree Roots (Ashby Road) – LCC have advised work is being undertaken.
- Tree Pruning (South Avenue) – the Forestry Department at LCC have advised that pruning has been undertaken and a dead tree removed.
- Bridlepath Pollution (Bridlepath near Mere Lane Site) – reported to Environmental Health.

17-10 To receive the financial statements for the year ended 31st March 2017

The Clerk presented the financial statements for the Parish Council for the year ended 31st March 2017.

17-11 To approve the Annual Governance Statement for the year ended 31st March 2017

The Clerk read out the Annual Governance Statement for year ended 31st March 2017. The Councillors all agreed that the statement had been adhered to. Cllr Chamberlain and the Clerk signed the Annual Governance Statement on behalf of the Parish Council.

17-12 To approve the Accounting Statements for the year ended 31st March 2017

The Clerk read out the Accounting Statements for year ended 31st March 2017. The Councillors all agreed that the statements are correct. Cllr Chamberlain signed the Accounting Statements on behalf of the Parish Council.

17-13 Planning applications

- **17/00612/FUL** – *Erection of single storey side extension – 6 South Avenue, Ullesthorpe* - The Parish Council has no objections.
- **17/00649/FUL** – *Replacement of wooden windows with UPVC windows* - The Parish Council has no objections providing the replacement windows are in keeping with the existing streetscape.

17-14 Financial matters

Accounts for payment:

- J Burton – Internal audit - £50.00
- K Clarke – Parish Clerk salary and expenses - £284.46
- Aon UK Ltd – Insurance - £432.13
- Npower Ltd – Street lighting - £104.44
- Npower Ltd – Street lighting - £73.73
- Harborough District Council – Emptying of dog waste bins and litter bins - £88.60
- NFU Mutual – UPFA insurance - £611.94

The balance on the current account at 5th April 2017 is £12,677.96.

The balance on the reserve account at 5th April 2017 is £15,310.78.

17-15 Neighbourhood Plan

The first meeting of those who have expressed an interest in helping with the Neighbourhood Plan is planned for 16th May 2017.

17-16 Matters arising from the Councillors of Ullesthorpe Parish Council

- Cllr Robertson Smith reported that a resident has reported that one of their windows has been damaged by a stone whilst strimming was being undertaken. The Clerk will contact the resident.
- It was reported that Claybrooke Magna has purchased new village entry signs. Cllr Robertson Smith will research the cost of obtaining similar signs for Ullesthorpe.
- Several residents have expressed concern regarding possible felling of some of the trees in front of Claybrooke Parish Church. The Clerk will contact Claybrooke Parva Parish Council for further information.
- Cllr Longhorn enquired if there is any update on planning application 16/01739/OUT (Land south west of the playing field on Ashby Road). The Clerk will contact Adrian Eastwood at HDC for an update.
- UPC expressed disappointment that the extension to Fairways Meadows has been called 'The Green'. UPC were consulted on the name and requested something with the word 'Leys' in it. UPC feel that the name is misleading and implies the development is the centre of the village. The Clerk will contact HDC.

17-17 Matters arising from District and County Councillor Rosita Page

Cllr Page has been in regular contact via phone and email throughout the month with the Councillors and the Clerk updating and advising on issues concerning UPC and assisting with any concerns UPC have raised.

17-18 Correspondence

None.

17-19 Date of next meeting

The date of the next meeting is Monday 5th June 2017 at 7.45pm in Ullesthorpe Memorial Hall. Members of the public are welcome.

The meeting closed at 10.27pm.

Signed:

Date: