

**MINUTES OF THE
FINANCE & GENERAL PURPOSES COMMITTEE MEETING
HELD MONDAY 17TH AUGUST 2020
6.30PM
VIRTUAL MEETING VIA ZOOM VIDEO & TELEPHONE CONFERENCING**

This meeting was held using video and web conferencing software as permitted under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) (Amendment) Regulations 2020.

Present by video link: Cllr Mr P Williams (Chairman)
Cllrs Mr R Flemming, Mrs D Glenville, Mr R Hoelmer, Mr K Lynch,
Mr N Robinson & Mr B Walker

In attendance by audio link: H Thomasson (Principal Officer)
J Perry (Responsible Financial Officer & Deputy Principal Officer)

In attendance by video link: Cllr Mrs L Hoelmer
R Parrish (Project Officer)

No members of public

These minutes are subject to approval at the next meeting of this committee

18. APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs Mr M Hall and Mr R Mayne. Proposed by Cllr Mr Flemming, seconded by Cllr Mr Lynch and agreed by show of hands, it was

RESOLVED – that all apologies be accepted.

19. MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest received from Members at this time.

20. MINUTES OF THE MEETING HELD 8TH JUNE 2020

Minutes of the meeting had been circulated to all Members and were considered. Proposed by Cllr Mr Flemming, seconded by Cllr Mr Hoelmer and agreed by show of hands, it was

RESOLVED – that the minutes of the meeting held 8th June 2020 be approved and later signed by the Chairman.

21. MATTERS ARISING

21.1 Replacement Grounds Maintenance Vehicle

The RFO/DPO reported that the new vehicle was now liveried and in use.

21.2 Note of thanks from Burbage Old Boys FC

A note of thanks from Burbage Old Boys Football Club had been received and circulated to all Members.

21.3 Colts Close S106 project

The Project Officer reported that the project had been completed successfully. The RFO reported that the maintenance money for the project had been requested from HBBC.

22. PUBLIC QUESTIONS & COMMENTS

There were no members of public present.

23. FC BURBAGE REQUEST FOR FACILITIES AT COLTS CLOSE RECREATION GROUND

A document submitted by FC Burbage, outlining a vision to augment pitch provision at Colts Close recreation ground had been circulated to all Members and was discussed. The proposals related to land not owned by the Council but leased from Burbage Parish Lands Charity, and included additional seating, storage benches, storage container, changing and toilet facilities. Proposed by Cllr Mr Lynch, seconded by Cllr Mr Walker and agreed by show of hands, it was

RESOLVED - that, notwithstanding that the land in question was not owned by the Council, a task and finish group be formed to consider the proposals put forward by FC Burbage; and that the members of the task and finish group be Cllrs Mrs Hoelmer, Cllr Mr Lynch, Cllr Mr Walker, Cllr Mr Williams and/or Cllr Mr M Hall should he wish to take up an offer to participate.

24. RBL BURBAGE BRANCH REQUEST TO CARRY OUT WAR MEMORIAL GARDEN MAINTENANCE

Cllr Mr Williams declared a personal, non-pecuniary interest in this item.

A request from the Royal British Legion Burbage branch for permission for its members to carry out basic maintenance of the War Memorial garden had been circulated to all Members and was discussed. Proposed by Cllr Mr Hoelmer, seconded by Cllr Mr Flemming and agreed by show of hands, it was

RESOLVED - that a task and finish group be formed to produce a Council volunteer policy; that the members of the task and finish group be Cllr Mr Flemming, Cllr Mrs Hoelmer and Cllr Mr Williams; and that the group should present a proposed policy to council for consideration and adoption.

Further, proposed by Cllr Mr Williams, seconded by Cllr Mr Flemming and agreed by show of hands, it was

RESOLVED - that the RBL Burbage branch be informed that Members welcomed their request in principle; and that the branch be contacted when a volunteer policy was in place, with a view to enabling its request, subject to all relevant requirements being fulfilled.

25. HINCKLEY RUNNING CLUB USE OF HINCKLEY ROAD RECREATION GROUND & FACILITIES

Cllr Mr R Hoelmer declared a personal, non-pecuniary interest in this item.

Requests from Hinckley Running Club to use Hinckley Road recreation ground and its associated facilities for regular club sessions and runs, as well as for specified charity fundraising events, had been circulated to all Members and were discussed. Proposed by Cllr Mr Flemming, seconded by Cllr Mr Walker and agreed by show of hands, it was

RESOLVED - that Hinckley Running Club be offered the use of Hinckley Road recreation ground and associated facilities on the same basis as other sporting clubs, recognising that the charges for a Hinckley-based group would be double that levied for a group based within the parish.

26. PROPORTIONAL CHARGING FOR SPORTING FACILITIES

The RFO presented proposals for proportional charging for Council sports pitches, changing rooms and toilets, on a monthly rather than seasonal basis, to provide more regular income to the Council and allow greater flexibility of offer to users while uncertainty over permitted use of shared public facilities as a result of Covid-19 restrictions continued. Proposed by Cllr Mrs Glenville, seconded by Cllr Mr Walker and agreed by show of hands, it was

RESOLVED – that until agreed otherwise, charges for Council sports pitches, changing rooms and toilets be made on a monthly basis at £32.50, £23 and £8 respectively, as relevant; and that those charges be doubled for use by hirers from outside the parish.

27. COMMUNITY BUILDING CHARGES

Members considered whether or not hire charges of Council community buildings should be increased to reflect the costs of extra cleaning and consumables required as precautionary measures against Covid-19. Proposed by Cllr Mr Lynch, seconded by Cllr Mr Flemming and agreed by show of hands, it was

RESOLVED - that charges for Council community buildings remain unchanged other than in accordance with the proportional charging agreed at item 26 above.

28. TWYXCROSS ROAD BENCH

Leicestershire County Council had notified the Parish that it had no record of a licence for a public bench on Twycross Road at the junction with Grove Road. Members considered whether or not to apply for a licence at no charge (usual charge £75) before 31st August 2020 subject to proof of suitable public liability insurance, provision of site and specification details and proof of consultation with neighbouring properties/landowners. Proposed by Cllr Mr Walker, seconded by Cllr Mrs Glenville and agreed by show of hands, it was

RESOLVED - that a licence application be made before 31st August 2020 on the terms outlined above; and that consultation letters be sent to the occupiers of the three closest properties.

29. PARISH & COMMUNITY INITIATIVE FUND 2020-21 GRANT

A report recording the offer of a PCIF grant from HBBC of £4,956 towards a Council biodiversity project totalling £9,992 had been circulated to all Members and was noted.

30. ENVIRONMENTAL IMPROVEMENT PROGRAMME 2020-21 GRANT

A report recording the offer of an EIP grant from HBBC of £4,163.52 towards a VE Day memorial garden project totalling £8,327.04 had been circulated to all Members. Proposed by Cllr Mr Walker, seconded by Cllr Mr Flemming, agreed by show of hands, it was

RESOLVED - that the contractors whose quotes formed the basis of the grant offer be contacted with a view to commencing the project at the earliest opportunity.

31. WORKING PARTY REPORTS

31.1 Allotments

Minutes of a meeting held 30th June 2020 had been circulated to all members and recommendations within them were discussed. Proposed by Cllr Mr Flemming, seconded by Cllr Mr Walker and agreed by show of hands, it was

RESOLVED - that the minutes of the Allotments Working Party held on 30th June 2020 be approved; and that the Working Party investigates and reports back to this Committee, the costs of purchase and installation of keypad entry systems to replace existing padlocks and keys at the Woodland Avenue site, for consideration.

Further, proposed by Cllr Mr Flemming, seconded by Cllr Mr Lynch, and agreed by show of hands, it was

RESOLVED – that the Committee accepts in principle the introduction of a minimum allotment tenancy age of 18; and that the Allotment Rules & Regulations be amended to reflect this at the next annual policy review.

31.2 Cemetery

No meeting of the working party had been held since the last meeting of this committee. Meeting to be arranged.

31.3 Millennium Hall Development

No working party meeting had been held since the last meeting of this committee, however, the Chairman gave an update of ongoing issues and recorded his thanks to the Principal Officer for her continuing hard work in addressing them.

31.4 Open Spaces Development

No meeting of the working party had been held since the last meeting of this committee. Meeting to be arranged.

31.5 Remembrance

No meeting of the working party had been held since the last meeting of this committee. The Chairman was to arrange a meeting with the Revd Andrew Hall of St Catherine's Church to discuss potential arrangements for an alternative form of Remembrance commemoration that would meet public health guidelines. A meeting of the working party would then be arranged.

32. MEMBERS' PROJECT SUGGESTIONS

No project suggestions were made by Members at this time.

33. FINANCIAL STATEMENTS & BUDGET REPORTS

The following reports had been circulated to all Members:

A list of accounts paid

A summary of receipts and payments

Bank reconciliation with bank statements

Motor vehicle insurance renewal

Members raised no questions and noted the information, which were visibly inspected by the Chairman and would be signed by him at a later date.

There being no further business, the meeting closed at 7.55pm.