

**MINUTES OF THE PARISH COUNCIL MEETING
HELD MONDAY 29TH JUNE 2020
AT 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) Regulations 2020.

Present by video link: Cllrs Mr S Attenborough, Mr D Bill, Mr R Flemming, Mrs D Glenville, Mrs A Hall, Mr M Hall (joined during Item 23), Mrs L Hoelmer (joined after Item 22), Mr R Hoelmer (joined after Item 22), Mr K Lynch, Mrs M Lynch, Mr R Mayne (joined during Item 23), Mr N Robinson, Mrs M Sherwin, Mr B Walker, Mr H Wilkins and Mr P Williams

Present by audio link: Cllr Mr D Findlay

In attendance by video link: Hazel Thomasson (Principal Officer)
J Perry (RFO/Deputy Principal Officer)
A Harrison (Estates Officer)
R Parrish (Project Officer)
Burbage PCSO Darren Stretton
One member of the public

These minutes are subject to approval at the next meeting of the Parish Council

20. APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs Mr S Bray, Mrs P Spence. Proposed by Cllr Mr Bill, seconded by Cllr Mr Wilkins, it was

RESOLVED - that all apologies be accepted.

21. DECLARATIONS OF INTEREST

No declarations of interest were made.

22. MINUTES OF MEETING HELD 29TH MAY 2020

The minutes of the annual meeting of the Council held 29th May 2020, having been circulated to all Members, were considered. Proposed by Cllr Mr Lynch, seconded by Cllr Mr Attenborough, it was

RESOLVED - that the minutes of the annual meeting held 29th May 2020 be approved and signed by the chairman.

A copy of the minutes was signed by the Chairman and presented to the camera.

Cllrs Mrs Hoelmer and Mr Hoelmer joined the meeting at this point.

23. LOCAL POLICING TEAM UPDATE

PCSO Darren Stretton gave a verbal update of ongoing issues within the parish and answered questions from Members. The Principal Officer and the Estates Officer provided supporting information.

Cllrs Mr Hall and Mr Mayne joined the meeting during this item.

24. CORRESPONDENCE

24.1 FC Burbage request to recommence training

The Chairman invited the member of the public present to address the meeting at this point. Following discussion, proposed by Cllr Mr Flemming, seconded by Cllr Mr Williams, it was

RESOLVED - that the Council continues to work with FC Burbage and all other sporting organisations requesting use of parish facilities, to enable a safe return to training in accordance with Covid-19 Government guidance at the earliest opportunity.

One member of the public left the meeting at this point.

24.2 Burbage Cricket Club request for long-term support to assist with funding opportunities

Following discussion, proposed by Cllr Mr Lynch, seconded by Cllr Mr Mayne, it was

RESOLVED - that Burbage Cricket Club be assured of its right to the non-exclusive use of Hinckley Road Recreation Ground and its associated facilities for the next two years.

Furthermore, proposed by Cllr Mr Flemming, seconded by Cllr Mr Mayne, it was

RESOLVED - that if the minute at 24.2 (above) was not sufficient for the Cricket Club's requirement, a task and finish Cricket Working Party be formed, comprising Cllrs Mr Lynch, Mr Mayne, Mrs Sherwin and Mr Williams; and that the Cricket Club be asked to set out, in writing, its exact requirements in this regard, for that working party's consideration.

24.3 Bowls Club confirmation that use of the green is not currently required

Members noted the information. The Principal Officer confirmed that the Council was continuing to pay for the green to be maintained.

25. PARISHIONERS' QUESTION TIME

There were no members of the public present.

26. COVID-SECURE RETURN TO ORGANISED SPORTS & USE OF PARISH COUNCIL FACILITIES

The Principal Officer and the Estates Officer outlined the extensive requirements, including staff time and budget, relating to the re-opening of Council facilities in line with Covid-19 Government guidance.

Following discussion, proposed by Cllr Mr Flemming, seconded by Cllr Mr Walker, it was

RESOLVED - that a Coronavirus sub-committee be formed, comprising the Chairman, Cllr Mr Flemming, and Cllrs Mrs Glenville, Mr Hall, Mr Lynch, Mrs Sherwin, Mr Walker and Mr Williams.

Further to the above, proposed by Cllr Mr Flemming, seconded by Cllr Mr Mayne, it was

RESOLVED - that the Coronavirus sub-committee, together with the Principal Officer, be given delegated powers to make decisions on behalf of the Council on any issue relating to the Council's compliance with Covid-19 Government guidance; and that the Coronavirus sub-committee be provided with a budget of £10,000 from Council reserves for the purposes outlined above.

27. REVIEW OF SYSTEMS OF INTERNAL CONTROL, INTERNAL AUDIT & SIGNIFICANT EVENTS

The Responsible Financial Officer presented a report reviewing the effectiveness of systems of internal control, internal audit and significant events which had been circulated to all Members. It was noted that there had been no significant events either during or after the year end that would have a financial impact on the Council for the purposes of the 2019/20 accounting statements and that no changes to internal control or internal audit were necessary at this time. Proposed by Cllr Mr Mayne, seconded by Cllr Mr Flemming, it was

RESOLVED - that the review of systems of internal control, internal audit and significant events be accepted.

28. INTERNAL AUDITOR'S YEAR-END REPORT

The Responsible Financial Officer presented the internal auditor's year-end report, which had been circulated to all Members. It was noted that the internal auditor had not raised any matters requiring action. Proposed by Cllr Mr Flemming, seconded by Cllr Mr Mayne, it was

RESOLVED - that the internal auditor's year-end report be accepted.

29. ACCOUNTS 2019/2020

The Responsible Officer presented supporting information used to determine the accounts for 2019/2020, which had been circulated to all Members. Proposed by Cllr Mrs Sherwin, seconded by Cllr Mr Mayne, it was

RESOLVED - that the supporting information used to determine the accounts be accepted.

30. ANNUAL GOVERNANCE STATEMENT 2019/2020

The Responsible Financial Officer (RFO) presented the annual governance statement, which had been circulated to all Members. The RFO invited Members to consider each of the statements requiring confirmation. Responses were collectively agreed by a show of hands and verbal affirmation. Proposed by Cllr Mr Flemming, seconded by Cllr Mr Mayne, it was

RESOLVED – that the Annual Governance Statement 2019/2020 be approved and signed by the Chairman and the Principal Officer as soon as practically possible.

31. ACCOUNTING STATEMENTS 2019/2020

The Responsible Financial Officer presented the statements, which had been circulated to all Members and were considered. Proposed by Cllr Mr Flemming, seconded by Cllr Mr Walker, it was

RESOLVED – that the Accounting Statements 2019/2020 be approved and signed by the RFO and the Chairman as soon as practically possible.

32. NOTICE OF PUBLIC RIGHTS & PUBLICATION OF AGAR 2019/2020

The Responsible Financial Officer presented the notice of public rights and publication of AGAR 2019/2020, which had been circulated to all Members and was noted. The RFO confirmed the dates of the period for the exercise of Public rights as Monday 13th July 2020 to Friday 21st August 2020, covering the 30 working days required.

33. HINCKLEY & BOSWORTH BOROUGH COUNCIL RURAL STRATEGY

Copies of final feedback relating to the Borough Council's refreshed Rural Strategy and appendices had been circulated to all Members and was noted.

The Chairman, Cllr Mr Flemming, then proposed to take agenda item 21 as the next item, seconded by Cllr Mrs Lynch and all agreed.

34. ESTATES OFFICER'S REPORT

A written report had been circulated to all Members. The Estates Officer gave a verbal update and answered questions from Members. He then left the meeting.

35. CONTINUATION OF EXISTING WORKING PARTIES

Proposed by Cllr Mr Williams, seconded by Cllr Mrs Hall, it was

RESOLVED - that the Traffic Issues Working Party and the Budget Working Party would continue under their existing remits.

36. WORKING PARTY NOMINATIONS

The Principal Officer read out the previous working party memberships as follows:

Traffic Issues

Cllrs Mr Attenborough, Mr Hall, Mr Mayne, Mr Robinson, Mr Walker, Mr Wilkins, Mr Williams, and in liaison with PCSO Darren Stretton and other invited members of the public.

Budget

Cllrs Mr Flemming, Mr Hall, Mr Lynch, Mr Mayne, Mrs Sherwin, Mr Williams.

All members agreed to continue to serve, as previously.

37. WORKING PARTY REPORTS

37.1 Traffic Issues

Cllr Mr Walker reported on a meeting held via Zoom on 24th June 2020, minutes not yet available. A meeting via Zoom had been scheduled to be held on 24th July 2020.

37.2 Budget

There had been no meeting since the last Council meeting. The Responsible Financial Officer confirmed that a meeting would be arranged prior to the next Council meeting.

38. BURBAGE COMMUNITY LIBRARY

Cllr Mr Wilkins reported that the library remained closed but was maintaining a Facebook presence.

39. NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Mr Flemming reported that the final plan document had been submitted to Hinckley & Bosworth Borough Council. Cllr Mr Williams was investigating options for providing paper copies for all Members.

40. MEMBERS ATTENDING MEETINGS OF OUTSIDE ORGANISATIONS

No reports were given.

41. PRINCIPAL OFFICER'S REPORT

The Principal Officer gave a verbal report to Members including updates on staff working arrangements during lockdown; Millennium Hall Project update; and ongoing investigations relating to the Council's interest in transfer of land at Canberra Way, Sketchley Brook and Rugby Road.

42. STANDING COMMITTEE REPORTS

42.1 Planning

The minutes of Planning Committee meetings held on 1st and 22nd June 2020 had been circulated to all Members. Proposed by Cllr Mrs Sherwin, seconded by Cllr Mrs Lynch, it was

RESOLVED - that the minutes of the Planning Committee meetings held on 1st and 22nd June 2020 be confirmed.

42.2 Finance & General Purposes

The minutes of the Finance & General Purposes Committee meeting held on 8th June 2020 had been circulated to all Members. Proposed by Cllr Mr Flemming, seconded by Cllr Mrs Hall, it was

RESOLVED - that the minutes of the Finance & General Purposes Committee meeting held 8th June 2020 be confirmed.

42.3 Staffing

No meeting had been held since the last Council meeting.

43. REPORTS AFFECTING BURBAGE

43.1 County Council

County Cllr Mr Bill reported that a response to the L&L Strategic Transport Priorities consultation survey had been submitted to LCC by the Planning Committee Task & Finish Group and thanked Cllr Mr Williams for his input in its production.

43.2 Borough Council

Borough Cllr Mr Flemming reported that the Borough Council was to meet via Zoom on 14th July.

44. DATES & START TIMES OF FUTURE MEETINGS

It was agreed that the next scheduled meeting of the Council would be on Monday 3rd August 2020 and that no meeting would be held in July.

There being no further business, the meeting was closed at 9.10pm.