

**MINUTES OF THE PARISH COUNCIL MEETING
HELD MONDAY 3RD JUNE 2019
7PM
BURBAGE MILLENNIUM HALL**

Present: Cllr Mr P Williams (in the chair)
Cllrs Mr D Bill, Mr S Bray, Mr D Findlay, Mr R Flemming, Mrs D Glenville, Mrs A Hall,
Mr M Hall, Mr P Hall, Mrs L Hoelmer, Mr R Hoelmer, Mr K Lynch, Mrs M Lynch,
Mr N Robinson, Mrs M Sherwin, Mrs P Spence, Mr B Walker & Mr H Wilkins

In attendance: H Thomasson (Principal Officer)
J Perry (RFO/Deputy Principal Officer)
R Parrish (Project Officer)

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

27. APOLOGIES FOR ABSENCE
Apologies had been received from Cllrs Mr S Attenborough and Mr R Mayne. Proposed by Cllr Mr Bray, seconded by Cllr Mrs Hall, it was

RESOLVED – that all apologies be accepted.
28. MEMBERS' DECLARATIONS OF INTEREST
No declarations of interest were made by Members at this time.
29. MINUTES OF THE MEETING HELD MONDAY 13TH MAY 2019
Minutes of the meeting having been circulated to all Members were considered. Proposed by Cllr Mr Flemming, seconded by Cllr Mrs Lynch, it was

RESOLVED – that the minutes of the meeting held Monday 13th May 2019 be approved.
30. LOCAL POLICING TEAM UPDATE
PCSO Darren Stretton was not available to attend the meeting and no report had been submitted. Members were advised by the Principal Officer that they could contact PCSO Stretton by phone or email if they wished to discuss a policing matter.
31. CORRESPONDENCE
- 31.1 Royal British Legion Burbage Branch
Members noted a message of thanks received for a donation made towards the new branch set-up costs.
- 31.2 Invitation to attend a D-Day 75th anniversary service
An invitation to attend a service at Leicester Cathedral had been circulated to all Members and the information noted.
- 31.3 Invitation to attend Armed Forces Day parade and service
An invitation to attend a commemorative event had been circulated to all Members. Cllr Mr Flemming to attend as Parish Council representative.
32. PARISHIONERS' QUESTION TIME
There were no members of the public present.

33. REVIEW OF SYSTEMS OF INTERNAL CONTROL

The Responsible Financial Officer presented a report reviewing the effectiveness of systems of internal control, which had been circulated to all Members. It was noted that no changes were necessary at this time.

34. 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 and was noted.

35. ACCOUNTS 2018/2019

The Responsible Officer presented Information used to determine the accounts for 2018/2019, which had been circulated to all Members and was noted.

36. ANNUAL GOVERNANCE STATEMENT 2018/2019

The Responsible Financial Officer discussed the annual governance statement, which had been circulated to all Members. All statements were considered by members and all responses were collectively agreed. Proposed by Cllr Mr Findlay, seconded by Cllr Mr Flemming it was

RESOLVED – that the Annual Governance Statement 2018/2019 be approved and signed by the Chairman and the Principal Officer.

37. ACCOUNTING STATEMENTS 2018/2019

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

RESOLVED – that the Accounting Statements 2018/2019 be approved and signed by the RFO and the Chairman.

38. NOTICE OF PUBLIC RIGHTS & PUBLICATION OF AGAR 2018/2019

The Responsible Financial Officer presented the notice of public rights and publication of AGAR 2018/2019, which had been circulated to all Members and was noted.

39. BURBAGE RFC REQUEST TO INSTALL PITCH BARRIERS

An email had been circulated to all Members from Burbage RFC detailing a request and proposals to install crowd control barriers, with the possibility of attaching promotion banners, around the pitch leased by the club at Britannia Road recreation ground. Two options put forward by the club were discussed. Proposed by Cllr Mr Lynch, seconded by Cllr Mr Flemming it was

RESOLVED – that Burbage RFC be permitted to install at its own expense a crowd control barrier as detailed in option 2, being a semi-permanent scaffold style pole structure, along one side of the pitch only, with the possibility of attaching promotional banners for local business. All to be carried out in liaison with the council's Estates Officer. All structures and banners to be maintained in good order by the club and that the barriers and/or banners be removed by club at its own expense if so requested by the Parish Council at a future date.

40. MEETING WITH HBBC LEAD MEMBER FOR RURAL AFFAIRS

An invitation to consider arranging a meeting with HBBC's lead member for rural affairs in connection with HBBC's Rural Strategy Review had been circulated to all Members.

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

RESOLVED – that the Principal Officer check availability of HBBC's lead member for rural affairs, with a view to inviting them to attend a meeting of Members at 6pm on Monday 1st July in advance of the Parish Council meeting due to start at 7pm on that date.

41. NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Mr Flemming advised that there was no update on information presented at the previous Parish Council meeting held on 13th May 2019.

42. BURBAGE COMMUNITY LIBRARY

Cllr Mr Wilkins gave a verbal report. Members were advised of a volunteer gardening session to be held at 10am on Saturday 8th June and invited to attend.

43. MEMBERS ATTENDING MEETINGS OF OUTSIDE ORGANISATIONS

Cllr Mrs Sherwin reported on a meeting she attended of the LRALC. In preparation for attending the annual meeting of the LRALC on 15th June 2019, as a voting Member representing the Parish Council, Members were asked to consider how Cllr Sherwin should vote on a motion being proposed by Earl Shilton Town Council. Proposed by Cllr Mr Bray, seconded by Cllr Mr Lynch it was

RESOLVED – that Cllr Mrs Sherwin, representing the Parish Council, should vote against the motion put forward by Earl Shilton Town Council at the annual meeting of the LRALC on 15th June 2019.

Cllr Mr Bill reported that he was to attend, on behalf of HBBC, a meeting of the A46 Partnership which also has an agenda item covering the Hinckley National Rail Freight Interchange. Cllr Bill also noted two further upcoming meetings, the Sapcote-based cross parish group and a HBBC working party, both in connection with the Rail Freight Interchange.

44. ESTATES OFFICER'S REPORT

A written report had been provided by the Estates Officer and was read by the Principal Officer, giving details of a recent visit from Council's H&S advisors; a recent ROSPA inspection of play equipment had been carried out, and renovation works on football pitches had commenced.

45. PRINCIPAL OFFICER'S REPORT

The Principal Officer gave a verbal report which included; an update report on the Millennium Hall and Pavilion project; report on staff absence and workload; information to be included in the next edition of the Local Rock; Colts Close consultation update, and recent attendance of HBBC's Ethical Standards induction session.

46. STANDING COMMITTEE MEETINGS

46.1 Planning Committee

The minutes of a Planning Committee meeting held on 15th May 2019 were presented by Cllr Mrs Lynch. Proposed by Cllr Mr Robinson, seconded by Cllr Mrs Sherwin it was

RESOLVED – that the minutes of the meeting held on 15th May 2019 be confirmed.

46.2 Finance & General Purposes Committee

The minutes of the Finance & General Purposes Committee meeting held on 20th May 2019 were presented by Cllr Mr Flemming. Proposed by Cllr Mr Flemming, seconded by Cllr Mrs Hall it was

RESOLVED – that the minutes of the meeting held 20th May 2019 be confirmed.

47. REPORTS AFFECTING BURBAGE47.1 County Council

Cty Cllr Mr Bray gave a verbal report.

47.2 Borough Council

Borough Cllr Mr Bray gave a verbal report.

There being no further business the meeting closed at 8.36pm.