



SHARNFORD PARISH COUNCIL

Clerk: Karen Leck
Brambles, Parsons Lane
Sharnford
Leicestershire
LE10 3PY

Tel: 07422 718186 Email: clerk@sharnfordparishcouncil.co.uk

PARISH COUNCIL MEETING

Minutes of the Meeting of Sharnford Parish Council held at 7.30pm on Thursday 18th April 2024 in the Evergreen Hall.

Present: Cllr J Feast (Chairman), Cllr G Peryer (Vice Chairman), Cllr M Shirley, Cllr L Martin, Cllr S Waters, Cllr C Denton, Karen Leck (Clerk)

Also, Present: Cllr B Taylor (Blaby District Council), Members of the Public x2

Absent: None

24/058 Apologies for Absence: Cllr R Simpson, Cllr M Wright (Leicestershire County Council)

24/059 Declarations of Interest Pecuniary and Non-Pecuniary: Cllr M Shirley declared an interest on potential planning applications as Cllr Shirley is part of Blaby District Council's Planning Committee.

24/060 Minutes of the meeting of the Parish Council held on 21st March 2024.

Resolved that, the minutes of the meeting of the Parish Council held on 21st March 2024, a copy of which had been circulated, to each member, is a true recording of the proceedings.

24/061 County and District Councillors

April's District Councillors report from Cllr M Shirley and Cllr B Taylor have been circulated. No County report for April. The reports can be found on the parish website – www.sharnfordparishcouncil.co.uk and the parish Facebook page. However, if anyone would like a paper copy please contact the clerk on 07422 718186.

Cllr Taylor spoke about the Blaby local Plan – Blaby District Council are now entering the final stages of the new local plan. Over the next six months your district councillors will attend multiple workshops/ meetings as part of the new plan, these include policies and site allocations, leading to a public consultation at the end of the year. During this time, they will provide updates in their monthly reports. For more details and updates on the local plan, please click on the link: [New Local Plan – Blaby District Council](#)

Police and Crime Commissioner Election 2024 - Police and Crime Commissioners (PCCs) are democratically elected every four years. ***The next election is due to take place on Thursday 2 May 2024.*** For more information on candidates standing in your area, please click on the link: [Choose My Police and Crime Commissioner - Information from the UK Government \(choosemypcc.org.uk\)](http://choosemypcc.org.uk)

No questions regarding County or District reports.

Chairman's Initials

24/062 Public Participation (All online documents are available in printed format from the parish clerk)

A member of the public informed the Parish Council of a streetlight in the village. County Council have replaced a blub in the streetlight, however the replacement blub isn't very bright and his concerns are that the light from the blub is not sufficient to help deter criminal activity.

Action - Clerk to contact County Council.

24/063 Councillors Responsibilities

- **Drains** - Cllr Peryer informed the Parish Council of a drain at the entrance to the village on Leicester Road that requires attention.
Action – Clerk to contact Highways at Leicestershire County Council.
- **Cemetery** – It has come to the Parish Council's attention that a memorial tree planted in the cemetery was unfortunately dug up by mistake when the ground maintenance work was carried out. The Parish Council apologise for the upset this has caused and are working with the family to replant a tree.
- **St Helen's Churchyard** – In her absence, Cllr Simpson asked if the clerk could speak on her behalf - The new flag has been purchased and is now in situ, the cost of the flag has been split between the Parish Council, Cllr Simpson and St Helen's Church.
Also, Cllr Simpson is currently raising money to purchase a War Memorial bench for the churchyard and asked if the Parish Council would fund the groundwork required for the bench installation. After discussing the Parish Council agreed to pay for the groundwork required, on the proviso that no individual memorial plaques are attached, as this would set a precedent going forward.
Resolved to fund the groundwork required for the bench installation, on the proviso that no individual memorial plaques are attached.
Regarding the two gravestones in St Helen's Churchyard that, due to the wet weather, have moved and are in danger of toppling over. Unfortunately, the church can't find any trace of family in the area. The church will ensure the gravestones are safe and secure.
- **Bluebell Green** – The Parish Council are currently in the process of receiving quotes for the garden maintenance work required at Bluebell Green.
- **Streetlight on The Green** – Unfortunately, the streetlight is still not working, awaiting Leicestershire County Council to respond to confirm responsibility.

24/064 Flood Update

The Parish Council and Sharnford residents are continuing to pursue the agencies concerned with the issues regarding flooding, sewage and general maintenance required to prevent flooding/sewage discharge going forward. Also to reiterate, if any residents in Sharnford are experiencing any issues regarding flooding or sewage to contact Severn Trent Water, as these details will be logged and will generate a quicker response to investigate.

Severn Trent Water - [Contact us](#) | [Help and Contact](#) | [Severn Trent Water \(stwater.co.uk\)](#)

24/065 Fundraiser at the Bricklayers

The Bricklayers Pub will be hosting a fundraiser event to help fund flood equipment, such as pumps and waterproof clothing - Details of the event will follow shortly.

24/066 Soar Brook Pollution/Pumping Staton

No further update - See Minute Reference 24/064

24/067 Fosse Villages Growth and Development Forum

Next meeting 24th April 2024.

24/068 Blaby District Parish Councils Group

The BDPC meeting was held on the 27th March at Sharnford's Community Centre – Cllr Shirley updated the Parish Council on numbers present. An update was received from LRALC, together with Cllr Ben Taylor updating the group on the current and future planned work being carried out by councillors and officers at Blaby District Council. The next meeting will be held in June, date to be confirmed.

Chairman's Initials

24/069 Blaby District Council Parish Charter

The Parish Council have now read the charter and after discussing at the parish meeting on Thursday 18th April they all agreed to sign the charter.

Resolved to sign the Blaby District Council Parish Charter.

24/070 Clerk's Update

- Park View Land – Awaiting confirmation from Blaby District Council regarding ownership of land. Clerk to contact BDC for a copy of the report regarding the tree maintenance carried out in May 2022 before transfer of land was issued.
- Blaby District Council - Big Tree Giveaway 2024 – Clerk to submit proposal.
- Incident at Park View – After the incident at Park View regarding a dog and the Groundsman, the Parish Council are looking into putting a gate on the entrance to the park. If incidents like this occur again, the parks will be closed, whilst the grass cutting is in operation.
- Dog Mess in the Village – Unfortunately, there is an increasing amount of dog mess being left around the village. **Please be a responsible dog owner and pick up your dog's mess!**
- Beat Surgery coming to Sharnford – The Fosse Police Beat Team are coming to Sharnford Community Centre on June 17th from 4pm-6pm to hold their Beat Surgery. If you have any issues or just want to meet the team, please pop along.
- King Charles III Portrait – The Parish Council have now received the portrait of King Charles III. This will be displayed at the Evergreen Hall.

24/071 Website Redesign and Email Domains

- Website Redesign - This is a redesign of the current website that will bring it in line with the upcoming accessibility guidelines coming into effect in October 2024. The Parish Council viewed a demo of the new look website, the styling will be updated and new 'quick links' will be available to use on the homepage. **Resolved to contact Cuttlefish and proceed with the new website design.**
- Email Domains – The Parish Council email addresses currently end in co.uk, as we are local government, we should use gov.uk. Cuttlefish are part of the Cabinet Office Parish Council Domain Helper Service and will fund the cost of the transfer. However, migrating historical emails for the councillors will cost £100.00, to migrate the historical emails from the clerk email address will be free of charge. **Resolved to migrate all historical emails for councillors at a cost of £100.00**

24/072 HNRFI

The Examination concluded on Tuesday 12 March 2024. The Examining Authority are now preparing a report for the Secretary of State for Transport, over a 3-month period. This report will recommend whether the application should be approved or refused. It is expected that from the close of Examination a final decision on the application by the Secretary of State for Transport will take 6 months to be issued and is therefore expected in September 2024. All documents that have been submitted so far can be found on the District Council's website using reference [22/3000/HNRFI](#).

24/073 Planning Matters

To consider current planning applications and report on current decision outcomes.

Application No: 24/0230/HH

Description: Demolition of existing garage and retention of new garage and utility room. Retention of loft conversion, dormer window, Juliet balcony and solar panel array.

Location: Bumble Bee Farm Bungalow Bumble Bee Lane Sharnford Hinckley

Resolved to send the following comments neither objecting to or supporting the Planning Application - 'Before the development is permitted and brought into use, correct drainage should be provided within the site such that surface water does not drain into the public highway. No development should be permitted that further exceeds the capacity of the sewage pumping station. And all waste disposal works are connected onto the Severn Trent Water foul system.'

Chairman's Initials

24/074 Finance

- Insurance Renewal – Sharnford Parish Council took out a 3 year undertaking with Clear Councils. The new renewal cost is £1157.90, up approximately 7.5% from last year's cost of £1073.76, the renewal date is 14th May 2024.

Resolved to contact Clear Councils and renew Insurance for 2024

- Parish Online - The Parish Online subscription finishes in May 2024, clerk still awaiting confirmation, however the 20% discount will still apply for 2024.
- To Approve Fourth Quarter Accounts:

Bank Balance as of 28th March 2024 - £43,035.08

Bank Reconciliation 01-01-24 to 31-03-24

Current Account

Bank Balance B/F 29/02/2024 £42015.48

Cash Book Opening Balance £51227.31

Add Receipts £ 3339.90

Less Expenditure -£11752.04

Cash Book Closing Balance £42815.17

Balance per bank statement at 28/03/2024 £43035.08

Less unrepresented cheque

Michael Harvey - Cheque 100700 £ 219.91

Plus unrepresented receipts £ 0.00

Total Funds: Current Account £42815.17

Resolved and approved Fourth Quarter Accounts

- To Note Year End Figures – Members noted the year end statement of account for 2023-2024. The clerk will now complete the AGAR (Annual Governance and Accountability Return) and prepare paperwork for the internal auditor before signing off in June ahead of being sent to the external auditor.

Resolved to approve the following payments.

Accounts for Payment:

Name	Description	Gross £	VAT £	Payment
AM Accounting & Office	Payroll (Jan-Mar 24) & Year End Returns	87.00	0.00	BACS
Karen Leck – Parish Cost	Microsoft 365 Subscription	79.99	0.00	BACS
LRALC Ltd	LRALC/NALC Membership Fees 24/25	465.51	0.00	BACS
Clear Councils	Insurance Renewal	1157.96	0.00	BACS

Receipts

Name	Description	Amount £	Payment
Leicestershire County Council	Members Fund – Grit Bin Allocation	2000.00	BACS
S Robson	Plot Fee (Ba2) – Triple Fee Out of Area	900.00	BACS
Parochial Church Council of St Helen's Church	Church Flag Donation	93.07	Cheque
Rosemarie Simpson	Church Flag Donation	50.00	Cheque

24/075 Items for Next Agenda

Election of Chairman and Vice Chairman of Sharnford Parish Council

Jubilee Cup

Audit

Grit Bins

24/076 The next Parish Council Meeting is on Thursday 16th May 2024 at 7:30pm.

Meeting closed 9.30pm

Approved By:.....

Date:

Jack Feast - Chairman

Chairman's Initials

01/20

Chairman's Initials