

**Minutes of Hathern Parish Council meeting held on Monday 25<sup>th</sup> June, 2018 at 7.30 p.m. in the Village Hall.**

**Present:** Councillors Dann, Bradford, Murdoch, Clayton, Boyes and Neville, Mrs. Spencer – clerk, Borough Councillor K.Harris and 5 members of the public.

**Police Matters:**

Nothing was reported to us.

**Public Participation:**

A question was asked about the play park at the Daisy Bank development about when it would be open to the public. The Chairman explained what was going on and said it would be discussed at the next site meeting with representatives from William Davis. A resident asked about the two vacant allotment plots that are not being used just inside the allotment field. We are leaving these vacant at this time in case we decide to make them into a car parking area. It was agreed that this matter would be discussed at a future F. & GP working group meeting.

The Chairman of Hathern Community Library gave us a report on progress over the last year (copy attached). The funding from the Parish Council ends on 31st March, 2019 and it was agreed to have a discussion at a future F. & GP working group meeting about any further funding.

**Declarations of Interest:**

None were declared.

The Minutes of the last meeting were signed as a true record.

**Matters arising from the Minutes:**

**Visibility of road markings on A6 – Cllr. B. Newton/LCC;**

This has been reported to LCC and we are waiting for a response.

**Vegetation overgrowing road signs – Cllr. B. Newton/LCC;**

This has been reported LCC and we are waiting for a response.

**Blocked gulleys – Cllr. B. Newton/LCC;**

This has been reported to LCC and we are waiting for a response.

**Grit bin- Lammas Drive;**

The necessary forms have been completed and sent to LCC and we await their reply.

**New Litter bins (CBC Policy) – Cllr. K. Harris;**

We were informed that you have to meet certain criteria and amass 40 points to qualify for a bin. We agreed to look at the various area mentioned that have no bins and make a decision on having new bins if residents ask for them.

**Development Projects:**

**Outside Power for Hathern Park:**

This work has now been completed and the Parish Councillors thanked Councillor Murdoch for all his work on this project.

**Daisy Bank Adoption:**

Idris Jones from William Davis has been speaking to CBC about the Certificate of Practical completion for the play area. We have also raised issues regarding the new cemetery and the play area and are awaiting information.

## **Asset Maintenance Improvement;**

### **Signage:**

The new sign adjacent to the Skate Park is in place. We are now waiting for the new signs with the mobile phone number on to be completed and then they will be put on to the existing signs.

### **Green Spaces Maintenance:**

We have received a report from Kim Lawson re the on-going work she is carrying out for us.

### **Park Play Area Safety Surface:**

Using the guidelines issued at a recent training course Mr. Betts assessed the play area after a small incident occurred and assessed it has low risk and therefore no further action was deemed necessary. We are to ask Mr. Betts to clean up the play area before the school holidays and then later in the year pressure wash the complete area.

### **Charnwood in Bloom:**

Councillor Croft has been looking into this with CBC and they have suggested entering East Midlands in Bloom in 2019. We are considering Laurie's Lane and the Leys. Councillor Croft is dealing with all the necessary paperwork.

## **2018 Celebrations:**

### **Update:**

The Big Week was very successful with events being well attended. The booklet about the Bells had to be re-printed. The storm on the Thursday morning damaged one of the marquee frames. The Parish Council is to submit a claim on its insurance policy. The clerk has been in touch with TFH Gazebos for the price of a replacement frame and we are awaiting information. The Parish Council thanked Councillor Neville for all his hard work and chairing the 2018 Committee.

### **Funding Applications:**

Hathern Library have submitted an application for £76.00 towards the cost of the new 1620's Library Garden – this application was voted on unanimously. Hathern Bellringers have submitted an application for £95.20 this is to cover extra costs in printing the booklet about Hathern Bells – this application was voted on unanimously.

## **Support/Funding for Community Groups:**

### **Pavilion Clock Tower;**

We noted that planning permission has been granted.

## **Governance:**

### **General Data Protection Regulations:**

It was agreed that we adopt by resolution the following documents:

General Privacy Notice:

Privacy Notice for Staff and Councillors:

Data Audit for Hathern Parish Council;

Subject Access Request Policy;

Data Breach Policy;

The Chairman proposed that we adopt these documents, this was seconded by Councillor Neville, this was voted for by five Councillors with one abstention. The Chairman is to contact LRALC for clarification on the consent form we may have to adopt.

## **Financial Matters:**

### **Annual Gardening Contract:**

It was agreed to renew Kim Lawson's gardening contract for another year from 1<sup>st</sup> April 2018 to 31<sup>st</sup> March, 2019.

### **Chairman's Allowance:**

After a discussion the Vice-Chairman proposed that we give the Chairman £500.00, this was seconded by Councillor Boyes and voted on unanimously.

### **Signing of Income/Expenditure Book, Signing of Completion of Audit forms:**

The Income/Expenditure Book was signed by the Chairman and the Responsible Financial Officer, all the necessary Audit forms were completed and signed by the Chairman and the Responsible Financial Officer. They will be forwarded to the external auditors PFK Littlejohn before the deadline of 2<sup>nd</sup> July, 2018.

## **Planning Matters:**

A decision about 19 The Leys should be made in September, 2018.

## **Correspondence:**

A thank you letter was received from Hathern Primary School for the donation towards the cost of transport to take school children to Donington-le-Heath.

We have received a request to place a memorial bench in Hathern Cemetery but no suitable site could be found so we are to suggest to the family they put a plaque on our existing seat. We will suggest to them that they sort out the plaque and the wording and if we agree to it then we will get it fixed to the seat and they will pay all costs.

## **Accounts for payment:**

The following invoices were approved and cheques raised:

Coalville signs	New sign for Skate Park	114.00
Water Plus	Cemetery rates	13.77
Hathern Library	1620's garden	76.00
Roy Dann	Chairman's Allowance	500.00
LRALC	Training course	50.00
Steve Faulks	Tree surgery	160.00
Chris Betts	Maintenance work	566.00
Mick Garton	Internal audit	100.00
Hathern PCC	Bellringing booklet	95.20
Kim Lawson	Gardening work	411.91
AS Electrical Services	Electricity supply	1770.00

## **Highways and footpaths:**

A footpath down Pasture Lane is impassable, this information to be passed on to Councillor Croft so that he can contact LCC.

Meeting closed at 9.30 p.m.

