



**MINUTES OF SILEBY PARISH COUNCIL MEETING HELD ON
THURSDAY, 5 SEPTEMBER 2024 AT 6.30PM AT SILEBY COMMUNITY CENTRE**

PRESENT

Councillor Mrs J Jones (Chairman)
Councillor Mrs E Jones
Councillor Mr A Higgs
Councillor Mr J Walker
Councillor Mr T Cox
Councillor Mrs M Wilson-Knight

Councillor Mr R Butler
Councillor Mrs S Gerrard
Councillor Mrs M Matlock
Councillor Mr N Matlock
Councillor Mr A Booth

NOT PRESENT

Councillor Major K McRae (Apologies received)

IN ATTENDANCE

Borough Councillor Mr G Lawrence
Mrs R Richardson - Clerk
Mrs J Lovatt – Deputy Clerk

136/24

APOLOGIES FOR ABSENCE AND ACCEPTANCE BY COUNCIL

RESOLVED to accept and approve apologies from Councillor K McRae. Apologies received from County Councillor R Shepherd.

137/24

TO RECEIVE DISCLOSURES OF INTERESTS FROM MEMBERS AND REQUESTS FOR DISPENSATIONS

Councillors E Jones Min No 145/24 and R Butler Min No 147/24.

138/24

CLERK'S REPORT

The boulders were delivered and placed at the Gibson Road Entrance to the Memorial Park on Friday, 23 August. Thanks to Councillor Higgs for suggesting Wanlip Sand & Gravel – we have made a saving of approximately £2,000.

I have received a quote to replace the boiler in the Sports Pavilion in the sum of £3,515.00 which I have accepted.

139/24

PUBLIC PARTICIPATION

None present

140/24

**TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 15 AUGUST
RESOLVED** To accept as a true record and these were duly signed

141/24

TO RECEIVE REPORTS FROM COUNTY AND BOROUGH COUNCILLORS IF IN ATTENDANCE

The Deputy Clerk read County Councillor R Shepherd's report: -

I have seen from the Minutes of the PC Meeting on 15th August that Councillor Higgs has asked whether there is an update about funding for bus services.

The matter is on the Agenda for the Meeting of the County Council's Highways and Transport Overview and Scrutiny Committee today. The link below, which I forwarded recently, should give access to the relevant Item on the Agenda. If the link does now work, please let me know.
<https://democracy.leics.gov.uk/documents/s184801/FINAL%20BSIP%20Refresh%20HT%20Scrutiny%20050924.pdf>

I have no matters concerning Sileby in particular to report at the moment, but I am in touch with the Borough Ward Councillors and with Councillor McCrae about local issues.

Borough Councillor G Lawrence gave a report on behalf of the Borough Councillors.

Due to a significant change in her personal circumstances, Cllr Faye Forde has taken the difficult decision to resign her seat at Charnwood Borough Council. The Council has stated that a notice of vacancy for the seat in the Sileby and Seagrave Ward will be issued shortly, and it is anticipated a by-election will be called in due course.

Operation of SUDS ponds constructed on new housing estates

Councillor Bottomley submitted the following Question on Notice the full Council meeting on 2nd September:

'As a council, how are we ensuring that SUDs ponds in development sites are constructed properly, that they function as expected and that adequate maintenance is completed for them to be fit for purpose?'

The Cabinet Lead for Planning responded, and Councillor Bottomley asked a supplementary question seeking clarification. Once the Cabinet Lead's additional comments appear in the published draft minutes of the meeting, we will pass both the initial response and clarification on to the Parish Council.

Sileby Station

East Midlands Railway held an Action Day at Sileby Station today (5/09/24). Councillor Lawrence is one of 4 station adopters, including Councillor R Butler, who assisted EMR staff with today's work to install and fill two planters and re-paint the fences on the two platforms. The Council will recall that Sileby is on a list of stations that have been selected by the Dept of Transport for initial feasibility work on making them accessible. The Access for All funded programme has had additional resources added because of the cancellation of HS2. However, there is no guarantee of funding for ramps at Sileby at this stage.

142/24

TO RECEIVE REPORTS ON MEETINGS ATTENDED OR REPORTS RECEIVED – FOR INFORMATION ONLY

Councillor M Wilson-Knight gave an update on the trees that she had reported to the Canal & Riverside Trust. The trees that she had initially reported have now been removed, but a further tree has fallen. This is due to be removed.

Councillor R Butler had attended a Flood meeting in Syston.

Councillor A Higgs reported that he had attended a site meeting at the MUGA on the Memorial Park earlier that day, with Councillor J Walker, the Clerk and Lightmain. The meeting was to inspect the MUGA after the defects had been repaired and accept the job as complete.

Councillor J Jones reported that herself and Borough Councillor G Lawrence are still in the process of supporting the Banks Surgery with their planning application for a small extension to the surgery. No update currently.

143/24

TO RECEIVE AN UPDATE FROM THE PROJECT PARK! WORKING PARTY

A meeting had been held onsite at Sileby Memorial Park last Thursday, 29th August 2024. Attendees were Councillors J Jones, A Higgs and J Walker, Annie Millen (Red Kite) and Dan Cumming (MAC Construction). The meeting went well, with a proposed start date of 1st October 2024, with a completion date no later than 31st March 2025. At the meeting it was reported that the two benches near the Community Garden had not been sited, as per the Tender Plan; due to this, the Community Garden and path layout will slightly be amended. This will go on the next agenda for approval.

144/24

TO APPROVE APPOINTING CHESTERTON SMART AS CONTRACT ADMINISTRATOR AND PRINCIPAL DESIGNER FOR DELIVERY OF CONSTRUCTION WORKS AT THE SPORTS PAVILION

RESOLVED To appoint Chesterton Smart.

145/24

TO RECEIVE AND CONSIDER A REQUEST FROM SILEBY BOWLS CLUB TO SUPPORT THEIR APPLICATION TO CHARNWOOD BOROUGH COUNCIL FOR S106 FUNDING TOWARDS IMPROVEMENTS TO THEIR FACILITIES

RESOLVED To support this application.

146/24

TO RECEIVE AND NOTE A RESPONSE FROM THE HEAD OF PLANNING AND GROWTH AT CHARNWOOD BOROUGH COUNCIL TO OUR QUESTIONS RE BALANCING PONDS

This response was noted and would be further considered once the response to Councillor Bottomley's questions at the full Borough Council meeting has been reported (see minute no. 141/24).

147/24

TO RECEIVE AND CONSIDER A REQUEST FROM LIZ JONES (POPPY APPEAL ORGANISER - SILEBY & DISTRICT) TO PAY FOR THE REMEMBRANCE PA EQUIPMENT AND REPLACEMENT LAMPPOST POPPIES

RESOLVED to pay for the PA Equipment at a cost of £78.00. Councillor R Butler reported that there were enough poppies and so there is no need to purchase any more.

148/24

TO RECEIVE AND RESPOND TO A REQUEST FROM LEICESTERSHIRE COUNTY COUNCIL RE NATIONAL HIGHWAYS AND TRANSPORT (NHT) PUBLIC SATISFACTION SURVEY

RESOLVED Councillors M Wilson-Knight and R Butler will complete and submit the survey on behalf of the Parish Council.

149/24

TO RECEIVE AN UPDATE FROM THE CLERK REGARDING THE LEGALITIES AND VIABILITY OF RUNNING A 'HOT DESKING' FACILITY

The Clerk informed members that as a council, we cannot run a 'hot desking' facility from either the Community Centre or Sports Pavilion as this would be a safeguarding issue. The Clerk also reported that we do not have the 'Power' to rent a room in another location and run a 'hot desking' facility, it was **RESOLVED** not to take this proposal any further

150/24

TO REVIEW THE FOLLOWING POLICIES AND PROCEDURES

- (a) Grant Awarding Policy
- (b) Blogging and Social Networking Policy
- (c) Complaints Policy
- (d) Data Breach Policy
- (e) Data Protection Policy
- (f) Press & Media Protocol
- (g) Subject Access Request Policy
- (h) Volunteer Policy

RESOLVED To re-adopt the above policies, with any amendments noted.

151/24

TO APPROVE A DAY AND TIME FOR A FINANCE & GENERAL-PURPOSE WORKING PARTY MEETING

RESOLVED To take place on Thursday, 17 October at 5.00 pm. Councillors J Jones, S Gerrard, A Higgs, A Booth, R Butler, M Wilson-Knight, M Matlock, N Matlock and T Cox said they would attend.

The documents to be reviewed:

- New Model Financial Regulations
- Business Continuity Plan
- Health & Safety Policy
- HR Terms of Reference
- Standing Orders

The Clerk will email these documents to Councillors to review prior to the meeting. If Councillors require a hard copy of these documents, please contact the Clerk.

152/24

TO APPROVE ERECTING THE LIGHTS IN THE TREES ON MARTINS WALK FOR REMEMBRANCE

A quotation had been received, but it was a significant increase in cost compared to the previous year.

RESOLVED Clerk to obtain further quotations and accept the lowest priced quotation.

153/24

CONTENT FOR PARISH COUNCIL NEWS ARTICLE

Project Park! Update – Cllr A Higgs

Date of Christmas Switch-On – Deputy Clerk

Recycling facility for medication blister packs – Cllr S Gerrard

154/24

FUTURE PLANNING

Review of the Neighbourhood Plan, and to arrange a Working Party.

Meeting closed at 7.22 pm

Chairman's Signature: Date: