

**Minutes of the Meeting of Misterton with Walcote Parish Council
Held on Thursday 08th September 2016 at 8.00pm at Walcote Memorial Hall**

Present: Cllr Elizabeth Marsh (Chair), Cllr James Robertson, Cllr Seph Green, Cllr Paul Hobbs, Cllr Lindsey Astle, Cathy Walsh (Clerk) and 3 members of the public.

1. To receive any apologies for absence

Cllr Green arrived at 9.00pm

2. To receive Declaration of Member's Interests

None.

3. To approve the Minutes from the meeting held on 04th July 2016

Resolved: The minutes were approved as a true record of proceedings.

4. To note any comments or questions from residents

4.1. Railings by the notice board & post box

A resident queried whether the Parish Council has any plans to replace the railings on Brook Street (by the notice board). The PC confirmed that they would give consideration to this at their budget planning meeting (Finance Working Party meeting) in November.

Action: To include as an agenda item for November's meeting.

5. To note any planning matters

None.

6. Matters Arising

A. Overgrown grass on the footpath between Chapel Lane Play Area & Chapel Lane, Misterton

Leicestershire County Council is responsible for maintaining the surface of the path and keeping it free of overgrowth. Cllr Robertson and Cllr Hobbs along with resident Martin Sitford recently cut back the overgrown grass. They also agreed to schedule in a further cut. On behalf of the Parish Council Cllr Marsh thanked all those involved for all their hard work clearing the overgrown grass from the path.

Action: The clerk was asked to contact the landowner to request that he cuts back the hedge which is encroaching the footpath.

B. Bench for the Triangle

The bench required has been selected and will be purchased prior to the next meeting. Cllr Marsh will make arrangements for the bench to be securely fixed into the ground.

C. Culvert on the Lutterworth Road

The clerk to chase this up again with Leicestershire County Council. The culvert at Brook Street (by the notice board) is also in need of flushing again as it is becoming blocked with silt.

Action: The clerk.

D. Lighting improvements – lane leading to the village hall

Cllr Robertson is in the process of obtaining a quote.

Action: To include on the agenda for the next meeting.

E. Signage

Problems previously reported to Leicestershire County Council (LCC) remain outstanding: The

30 speed limit sign at the bottom of Swinford Road is awaiting repair and the graffiti on the M1 signage has not yet been removed.

New issues to be reported include: The flashing speed indicator sign is obscured by branches. Also the sign on the telegraph pole opposite the Black Horse carpark is obscured by the trees.

Action: The clerk to report the new and chase up the outstanding issues to LCC.

F. Potholes on the footpath from Chapel Lane towards Misterton

Highways repaired some of the potholes, however, they have not completed the job. Weed killer does not appear to be used prior to the tarmac being laid as weeds are growing through the repaired areas already.

Action: The clerk to chase up with LCC.

G. Sapling growing in the Willow Tunnel

This has now been removed.

H. Dog Fouling

Cllr Marsh is drafting an information leaflet which will be distributed to residents. The leaflet will educate the public on the wider dangers of dog fouling on people and animals. The Parish Council will also put up posters in the village.

Action: To include on the agenda for the next meeting.

7. Children's Play Areas

7.1. RoSPA Play Area Safety Inspection Reports – to consider actions and recommendations

Franks Lane

Goal Posts

Finding: projecting bolt thread on the goal post. (Risk Level – Medium, Risk Score 9).

Task: Cut off and file down to remove sharp edges.

Action: Cllr Robertson.

Chapel Lane

Bridge

Finding: horizontal guardrails without vertical or solid infill. (Risk Level - Low, Risk Score 7).

Task: Fit adaptive part if available from original vendor.

[Bridge] Surfacing – Grass

Finding: a protective surface is recommended for this item and should be programmed into future development. Climbing potential increases fall height to 2.2m. (Risk Level - Low, Risk Score 7).

Task: Provide safer surface.

Action: The Parish Council to monitor.

Cableway (zipwire)

Finding: cable loose. Chain covers prevent a thorough inspection of all chain links. (Risk Level - Low, Risk Score 7).

Task: Remove chain covers to inspect according to manufactures' instructions.

Action: Cllr Green.

Carousel

Finding: Item incorrectly installed. Platform should be flush with the surface. (Risk Level – Medium, Risk Score 9).

Task: Contact manufacturer/supplier/installer

[Carousel] Surfacing – Misc Grass Matting

Finding: Trip zones at edge of surface. Unit should be set flush with the surfacing. (Risk Level – Medium, Risk Score 10).

Task: build up ground levels to remove trip hazard.

Action: The clerk to contact the supplier to ask for a quote to set the unit flush with the surfacing.

Multiplay – Climber – Log

Finding: Stimmer damage to supports is likely to accelerate timber rot. (Risk Level – Medium, Risk Score 9).

Task: prevent further damage.

Action: The Parish Council will treat the damaged wood to prevent rot. They will also consider fitting a plastic collar to the supports to protect the wood. The clerk will ask 4 Counties Ground Maintenance for their advice.

7.2. To consider repairs to the damaged Driveway ramp at the skate park

During a Routine Inspection of the Play Areas it was noted that there is a hole on the surface of the Driveway ramp. The Parish Council taped off the equipment to prevent anyone from using it. However, the tape was removed by someone.

Resolved: due to the risk of injury the Parish Council decided the only option was to close the whole skate board park until the equipment is repaired.

Action: Cllr Roberston will arrange for Herras fencing to be erected to close the skate park in a more secure manner.

Due to the age of the equipment and money previously spent in the past few years on maintenance and repairs, the long term future of the skate park was discussed. The PC agreed that they would like Rampchild to provide a thorough survey of the equipment and to meet with the PC on site prior to any decision making.

Walcote on Wheels (WOW) are transferring approximately £757 to the Parish Council to help cover any costs associated with repairs/maintenance. WOW are also happy to submit an application for grant funding from the CIC Windfarm Fund if necessary.

7.3. To note the Routine Inspections of Children’s Play Areas

There are no further issues not already covered under agenda items 7.1 and 7.2.

7.4. To schedule dates of future inspections

Future inspection dates were scheduled.

8. Financial Matters

8.1. Financial Statement to 01.09.16

Opening Balance	1-Apr-16	<u>£6,812.56</u>
Receipts to	1-Sep-16	£15,821.37
Payments to	1-Sep-16	-£18,670.69
Closing Balance	1-Sep-16	<u>£3,963.24</u>

The balance carried forward is represented by these funds

	<u>£</u>
Current Account	£300.00
Business Reserve account	£12,323.58
Capital Reserve Account	£300.13
Add income received but not yet banked	£0.00
Less payments made but not yet presented	-£8,960.47
Bank Reconciliation to	<u>£3,963.24</u>

8.2. Accounts for payment

Cheques signed over the summer break

LRALC	Good Councillor's Guide 2016 x5	£11.42
Community Heartbeat Trust	G3 Adult defibrillator electrodes	£60.60
Cathy Walsh	Transparency Code grant funding	£746.24
Grant Thornton	Annual Return Audit 2015-2016	£240.00

Cheques signed at the meeting

4 Counties Ground Maintenance	Grass cutting contract for July 2016	£444.00
Cathy Walsh	Clerk's allowances and expenses	£34.47
SCM Developments Ltd	Kissing gates footpath improvements	£7,848.00
MWCT	Meeting room hire Jul-Nov 2016	£40.00
HDC	Annual playground inspections	£150.00
4 Counties Ground Maintenance	Grass cutting contract for August 2016	£444.00
Nick Marsh	Fixing kit for bench repairs	£5.25

Notice of conclusion of audit of the Annual Return for year ended 31.03.16 has been received from Grant Thornton. No matters were reported.

9. South Kilworth Road Field – to consider the Tenancy Agreement and process for advertising the tenancy

Due to the level of interest in the field, the PC will advertise the tenancy (in the Five Parishes newsletter, Lutterworth Whittler, Swift Flash and PC notice board/website). It was agreed that initially the field would be available to lease for grazing from March 2017 to March 2018. This will give the PC time to sort out the Agreement and confirm details.

Action: To include on the agenda for the next meeting.

10. To review the Service Level Agreement for 2017 Urban Grass Cutting Season

The PC would like to see a copy of LCC's grass cutting maps showing the grassed areas to be cut.

Action: The clerk to contact LCC.

Action: To include on the agenda for the next meeting.

Approved & Signed:

Date: 13.10.16

11. To progress the purchase of a notice board for the Triangle

The PC agreed to the quote from Edward Berry Furniture. The notice board is currently being made. The PC will meet at the Triangle on Saturday 10th September to discuss the most suitable site to install the notice board.

12. Footpath Improvement Project – to receive any updates

10 styles have already been replaced with kissing gates, with a further 2 more in the pipeline. The boardwalk has been repositioned, extra stone has been placed on the footpath by the church. The overgrown ditch will be reviewed over the winter. A quote of £87.90 + VAT has been received for the notice board artwork.

The PC and members of the parish are really pleased with the improvements made on the footpaths, and on behalf of the PC, Cllr Marsh thanked Cllr Astle for all her hard work.

13. Any other business**13.1. Fire Ambassadors**

The PC considered inviting Stef Douglas, Manager of the Harborough District Fire & Rescue to a future meeting to discuss further.

13.2. Parish Council Website

The new website for the Parish Council is now live.

13.3. Chapel Lane Path

It was noted that the path towards the phone box is very mossy.

14. To confirm the dates of the next meetings

The next meeting dates are confirmed as:

Thursday 13th October 2016 at 8pm

Monday 21st November 2016 at 8pm - Finance Working Party Meeting (*not open to the public*)

Thursday 24th November 2016 at 8pm

Thursday 12th January 2017 at 8pm

The Chair closed the meeting at 9.37pm.