

WALTON ON THE WOLDS PARISH COUNCIL

MINUTES

Minutes of the Parish Council meeting held at 6:30pm on Monday 5th August 2024 at Walton on the Wolds Village Hall, Loughborough Road, Walton on the Wolds, LE12 8HT.

Present

Cllrs Glenn Archer, Christine Greenall, and Terry Lewis.

Also in attendance

Emma Andrews – Clerk and RFO

J. Bokor – Borough Councillor (left the meeting at 6:55pm)

R. Shepherd - County Councillor (via Zoom) (left the meeting at 6:59pm)

Public participation

One member of the public in attendance who asked questions about the audit process and report, the dates of meetings, and burial ground maintenance.

2024/122 To receive a report from the Borough Councillor

This item was moved to the start of the meeting as Cllr Bokor was pressed for time. Cllr Jenny Bokor highlighted that the change in planning policy from the new Government might mean more houses will be built in the Charnwood area. She also drew attention to the end of the winter fuel payment for many.

2024/123 To receive and accept apologies for absence

Apologies received and accepted from Cllr Lewin.

2024/124 To receive declarations of interest relating to agenda items. None.

2024/125 To receive and approve the minutes of the Parish Council meeting held on 11th June 2024

RESOLVED that the minutes of the meeting are signed by the Chair as a true and accurate record of that meeting.

2024/125 To receive a report from the County Councillor

Cllr Richard Shepherd had no news to report and was updated about issues reported to Leicestershire County Council where mowing of some grass verges had been omitted.

2024/126 To receive a report from the Police None supplied

2024/127 To report on any planning application received

A. P/24/1205/2 – The Manor House, 9 New Lane – Erection of single storey rear extension (following demolition of existing conservatory).

RESOLVED No objection.

B. P/24/1220/2 - Erection of single storey rear extension (following demolition of existing conservatory) (Listed Building Consent)

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RESOLVED No objection.

- C. **P/24/1292/2** – Old Rectory Cottage, 22 School Hill – A Chestnut, reduce overall canopy by up to 4m to previous reduction points; B Ash, fell due to major bark loss and visible decay in remaining stems; C, Sycamore, fell due to sooty bark disease.

RESOLVED No objection.

2024/128 To discuss and planning decisions made. None

2024/129 To update on the external audit process

The Clerk reported that the external auditor, Moore East Midlands, had issued the following statutory recommendations under Schedule 7 of the Local Audit and Accountability Act 2014:

- I. The Council should provide Moore East Midlands with a full response and action plan in relation to the Internal Auditor's Report within 7 days of the public meeting required by the statutory recommendation (see IV).
- II. The Council should provide a timetable for when each item will be actioned, and a timetable for when each action will be concluded or has been concluded.
- III. In respect of the Constable's Land Charitable Trust and its funds, the Council should confirm actions to be taken, in particular how the Council intends to assess the amount of funds it is holding which belong to the charity.
- IV. The Council must hold a meeting before the 2nd of September 2024 to decide whether or not to accept this statutory recommendation and what actions to take in response.
- V. This meeting must be in accordance with Schedule 7 of the Act. In particular, notice of the meeting must be given at least 8 days before the date of the meeting, and the notice must be published on the Council's website and in any other places where it will be brought to the attention of people living in the area.

RESOLVED to hold an Extraordinary Meeting of the Parish Council on Wednesday 21st of August at 7pm. The agenda will be posted on the website and on both Parish Council noticeboards, and also publicised via social media. The Clerk will draw up a draft response and action plan ahead of the meeting for consideration at the meeting.

It was **FURTHER RESOLVED** by Special Motion signed by all councillors present (Appendix A) and in accordance with Order 6 of the Council's Standing Orders, to reverse the decision made at the meeting on the 11th June 2024 (Minute ref 2024/96.III) to reject the Internal Auditor's recommendation that the Council take out membership of the Institute of Cemetery and Crematorium Management. Councillors agreed to allow the Clerk to take out membership of the ICCM.

2024/130 To discuss and approve financial matters

- I. To receive and approve the monthly bank statements
Received and approved. The total sum in the current account is £5101.23, and in the reserves account £7010.02.
- II. To receive and approve the monthly bank reconciliation

Received and approved

- III. To receive and approve the Schedule of Payments (Appendix B)

Received and approved

- IV. **To sign paperwork to open a separate bank account for the Constable's Land Charitable Trust**

The Clerk advised that Unity Trust Bank had rejected the Council's account application on the grounds that the annual income of the charity was too low. An alternative bank account will be sought.

2024/131 To discuss the casual vacancy for a parish councillor

No candidates have yet come forward.

2024/132 To update on any recent burial ground applications and consider any burial ground issues.

- I. One headstone has been installed since the last meeting.
- II. No new applications have been submitted.
- III. The Clerk has conducted a thorough assessment of the burial ground and all records held, has produced an up to date plan, and has compiled a list of outstanding issues and queries to be resolved.
- IV. One query had been received about the stability of a particular plot. This had been referred to the gravedigger for assessment and advice.

2024/133 To discuss the purchase of fireproof document storage containers.

RESOLVED that the Clerk can purchase a large fireproof and waterproof holdall for storing important and irreplaceable documents such as burial ground records. This will cost approximately £40.

2024/134 To review and adopt the following policies:

- I. Equality Policy
- II. Community Grant Awarding Policy
- III. Code of Conduct
- IV. Model Publication Scheme

REVIEWED AND ADOPTED

2024/135 To discuss the Charnwood Borough Council Consultation on the Main Modifications to the Charnwood Local Plan 2021 -2037 Noted

2024/136 To note any correspondence:

- I. Emails from British Gypsum about Speed Indicator devices. Noted
- II. Emails from Grenergy about access to Constable's Land as part of the solar farm planning application. Noted and further details awaited.

2024/137 Clerk's Report For information purposes only

- I. The Clerk had been awarded the Certificate in Local Council Administration in July, and as such moves up two pay grades (as per Employment Contract).

- II. The Clerk drew attention to the fact that the Walton Lane noticeboard is in a sorry state and suggested the Council might like to replace it at some point.

2024/140 Chair's Report for information purposes only

The Chair suggested that the Council might like to get involved with social and fundraising events in the village in October. To be added to the September agenda.

2024/141 To confirm the date and time of the next meeting

Extraordinary Meeting 21st August at 7pm; Parish Council Meeting 2nd September at 6:30pm.

2024/121 Close of meeting 8:15pm

Signed by the Chair of the Parish Council: *Christine Greenall*

Date: 2nd September 2024

APPENDIX B

WALTON ON THE WOLDS PARISH COUNCIL

www.waltononthewoldspc.gov.uk

Schedule of Payments August 2024

Approved at the Parish Council Meeting held on 5th August 2024

Minute ref: 2024/130

Payee	Description	S137	Payment method	VAT	Total Amount
E. Andrews	Salary July 12 hours + 18 hours overtime	n/a	Online payment	n/a	£672.50 ¹
E. Andrews	Printing reimbursement	n/a	Online payment	n/a	£12.40
HMRC	PAYE ²	n/a	Online payment	n/a	£172.80
Community Heartbeat	Emergency Phone (defib)	n/a	Online	£20.00	£120.00
CBS	Payroll	n/a	Direct debit	£2.50	£15.00
Scribe Accounts	Monthly subscription	n/a	Online payment	£6.00	£36.00
SLCC	Training Course	n/a	Online payment	£6.00	£36.00
TOTAL		0		£34.50	£1064.70

¹ £411.90 salary plus £260 tax rebate (wrong tax code previous month)

² To be reimbursed to the Council at the end of the tax year.