

OSGATHORPE PARISH COUNCIL

5th July 2023

Dear Councillor

NOTICE OF MEETING – OSGATHORPE PARISH COUNCIL

I hereby give notice that the next meeting of the Parish Council will be held on Tuesday 10th July 2023, at 7pm in the Harley Hall, Church Lane, Osgathorpe.

All members of the Parish Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

Members of the public and press are welcome to attend.

Yours sincerely

Melanie Mitchell
Parish Clerk

32/23-24	Apologies
	To receive any apologies for absence
33/23-24	Declarations of interest
	To receive any Declarations of Interest in accordance with the Code of Conduct
34/23-24	Requests for Dispensation
	To receive any requests for dispensations in line with the Code of Conduct
35/23-24	Minutes of previous Parish Council Meetings
	To confirm the Minutes of the Annual Meeting – 16 th May 2023, Parish Council Meeting – 16 th May 2023 and Extraordinary Meeting – 12 th June 2023 are a true and accurate record
36/23-24	Police Speaker
37/23-24	Neighbourhood Watch
38/23-24	Correspondence Received
(a)	Trees on Main St. – A resident has expressed concern that fallen leaves in Autumn present a footpath danger due to gradient of hill. Resolution for the Parish Council to write to LCC drawing this hazard to their early attention.
(b)	Self-set Silver Birch on BT land along Main St – A resident has suggested that leaves may constitute a hazard.
(c)	Fibre to the Premises (FttP) broadband – The Parish Council has been seeking to secure commitment for the installation of infrastructure that will improve broadband speeds in the village, especially to those areas which typically have speeds less than 30Mb/s. Leicestershire County Council has provided a progress update on Project Gigabite.
(d)	Meadow Lane – Concern expressed by resident re road surface – low grip. The Parish Council has written to Cll'r Nick Rushton who undertook to forward the concerns to the County Council's Highways Dept. Awaiting a response.
(e)	Letter of 13-6-2023 from Motor Insurance Database – Notification that ride-on mower was not insured. Warning of £100 fixed penalty notice.
(f)	Restricted Road Width on part of Main Street. A resident has expressed concern about a 'nip' point on Main Street.
(g)	NWLDC has advised that for cost reasons the Recycling Trolleys Trial will not be rolled out across the District.

(h)	Unsolicited marketing communications.
(i)	Concerns have been expressed by two residents about footpaths being overgrown. A local farmer has subsequently cut the field margin, which was the source of ones of these comments. The other footpath (that leading from Snarrows Lane to the former canal) remains overgrown.
(j)	Email received from the OCPL
	Financial Matters
39/23-24	Summary of Accounts and bank fees
40/23-24	Revisions to bank accounts
(a)	Resolution to close the Play Area Account and to hold these funds in the 'Savings' account. All other moneys to be held in the General Account. This will save the Parish Council some £100 per annum in bank charges whilst also allowing interest to be earned on the Play Area balance.
(b)	Resolution to investigate internet banking.
(c)	Financial provision to cover replacement of equipment in the play area.
(d)	HSBC has been requested to provide bank statements for all three accounts on the 1 st of each month.
	Cheques / Payments
41/23-24	Resolution that the following payments be made:
(a)	Insurance – Public liability etc. i.e. insurance for all matters except the ride-on mower. The schedule of assets needs reviewing and advising to the Insurer. Payment to be made without delay once the revised premium is advised. [In the region of £350] Resolution to agree revised schedule of insured items and pay the premium. [It may be appropriate for the premium to be divided equally between the General Account and the Play Area account]
(b)	Hire of Harley Hall on 12 th & 19 th June 2023 - £50
(c)	Hire of Harley Hall on 11 th July 2023 - £25
(d)	Wickstead play area inspection - £134.64 [Play Area Account]
(e)	Payment of £25 should have been received in relation to agenda item 29/23-24 (re additional inscription)
(f)	Purchase of light for the defib unit located at the Harley Hall. Mr D Marshall - £15.98
	Annual website hosting & support from 2Commune for £372 (inc. vat) – up to 15/9/2024
	Annual Governance & Accountability Return
42/23-24	Update
	Portfolio Lead Roles
43/23-24	Resolution for the appointment of portfolio leads. E.g. Agriculture, Town & Country Planning, Council Website, Cemetery, Play Area and highways.
	Planning Matters
44/23-24	New consultations received from NWLDC. Resolution to agree consultation responses:
(a)	Application ref: 23/00771/AGP – Stordon Grange, application to increase area of hardstanding
(b)	Application Ref: 23/00786/FUL - Extensions to 1 Main Street
45/23-24	Planning applications in process of being determined by NWLDC for which consultation response has been provided by the Parish Council
	None
	Cemetery
46/23-24	Funeral Director notified of agreement for additional inscription to be added to the headstone for Mrs Tugby. Approved under agenda item 29/23-24
47/23-24	Meeting held with family representative to agree the position for the additional bench approved under agenda item 13(4)/23-24
	Play Area
48/23-24	Wickstead annual inspection has been undertaken. Recommended actions are:
(a)	Log-climber. Monitor to ensure the splits do not cross through fixing points of the structure and/or cause any instability

(b)	Spring See-Saw The spring clamps are loose - Tighten all loose fixings
(c)	Playground Sign Wickstead recommend that signage, with information including the site address, contact information for maintenance issues and emergency contact details are provided for the facility
(d)	1 Bay Mixed Seat, 1 Cradle, 1 Flat Monitor to ensure the splits do not cross through fixing points of the structure and/or cause any instability
(e)	1 Bay Mixed Seat, 1 Cradle, 1 Flat The cradle seat fixing nuts are corroding. - Monitor for deterioration and replace when required
49/23-24	Invoice received from Mr Summers and payment made.
50/23-24	Mower sheet logs are required to for audit purposes.
51/23-24	Unsolicited sales pitches have been received for 'monkey climber', table tennis and TEQBALL. Resolution to decline or investigate these.
52/23-24	Action Log
	Highways & Footpaths
53/23-24	Strimming work has been undertaken on a number of footpaths in the village.
54/23-24	Footpath link between Main Street & Dawsons Road
	Website
55/23-24	Former Cll'r Ella has kindly been updating the website to ensure the Council has complied with its responsibilities.
56/23-24	Resolution to include additional information on the website, e.g. copy of insurance policy, revised policies & procedures.
	Village Voice
57/23-24	Some time has passed since the Village Voice was last published. Resolution for a new publication.
	Osgathorpe Heritage Group
58/23-24	No known update
	Osgathorpe Community Committee
59/23-24	As agreed under action 30/23-24 the Parish Council submitted an application for grant funding to NWLDC. Resolution to liaise with the OCC regarding purchase and storage of the proposed equipment if the grant is secured and for the Parish Council to reclaim the VAT on such purchases.
	Broadband
60/23-24	Resolution that the Council will continue seeking to secure improved broadband speeds throughout the parish.
61/23-24	Harley Trust The Harley Trust has been notified that a new Parish Council representative is to be elected. Resolution for the election of the Parish Council representative. The Trustees of the Harley Trust meet twice each year, typically in early Autumn and Spring.
	Storey Arms
62/23-24	OCPL meeting invitation to Parish Councillors.
	Other Matters
63/23-24	NWLDC Flood Risk Strategy has been revised. The consultation period is from Mon 5 June till Sun 13 August 2023. Resolution for the Council to submit comments to NWLDC.
64/23-24	New Councillor training. Resolution that all Councillors should receive training as needed.
65/23-24	Proposal that the public participation section be held towards the beginning of future meetings, to allow attendees to make points before the Council makes decisions.

66/23-24	Parish Council Surgeries - Proposal that following the conclusion of future meetings the Parish Councillors will remain and be available for up to 15 minutes to answer queries that attendees at the meeting may have.
67/23-24	Resolution that the Parish Council should organise an informal village meeting in September 2023 to help to shape the Business Plan for the Parish Council for 2024 - 2025.
68/23-24	Summary of Leicestershire & Rutland Association of Local Council's / Leics County Council event of 3/7/2023 attended by the Parish Clerk & Chairman.
69/23-24	Thanks to parishioners who have voluntarily undertaken tasks to keep Osgathorpe tidy, e.g. clearance of weeds outside the Harley Hall, grass cutting, hedge cutting etc.
70/23-24	Public participation
	Members of the public may ask questions, make representations, answer questions and give evidence in respect of business on the agenda.
	Private Session – <i>As the following agenda items include confidential information, they are likely to be considered with members of the public excluded from the meeting in accordance with The Public Bodies (Admissions to Meetings) Act 1960 and the Local Government Act 1972 sections 100 and 102 for the reason that the nature of the business of the Town Council is of a confidential nature.</i>
71/23-24	Parish Clerk appointment
72/23-24	Parish Clerk Costs including Clerk's salary for period 26 th June – 1 st September inclusive