

**Harborough Magna Parish Council  
Annual Meeting and Parish Council Meeting  
14 May 2018**

**Present**

Cllr Ian Bentlett (IB)  
Cllr Elizabeth Biggs Poyner (EBP)  
Cllr Julia Antrobus (JA)  
Cllr John Brady (JB)  
Cllr Paul Skidmore (PS)

<p>These minutes were approved at the Parish Council Meeting on 16 July 2018</p>
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**In attendance**

Adrian Warwick (Warwickshire County Councillor) and Leona Bendall (Clerk), Parish Clerk

Parishioners: Sarah Brady, Barry Biggs, Fenella France, Tony France, Mary Palmer, Lynn Peake, Brian Ingram

**2018 Annual Meeting**

<b>AM 1</b>	<p>Councillors were asked to consider who they wished to nominate to the role of Chairman for the year to 31 March 2019.</p> <ol style="list-style-type: none"> <li>a. Cllr Biggs Poyner proposed Cllr Bentlett for the role of chairman – this was seconded by Cllr Antrobus. Cllr Bentlett accepted the nomination but asked all councillors to note that in line with his announcement last year, this would be his final year as chairman. The appointment was approved by all councillors.</li> <li>b. Cllr Bentlett discussed the appointment of Vice Chair and noted that Cllr Biggs Poyner had already expressed a view that she did not want to fulfil this role again. Cllr Bentlett then asked if Cllr Skidmore was willing to fulfil this role – he agreed and the appointment was confirmed.</li> <li>c. The clerk then advised that Cllr Antrobus had submitted her resignation and she will leave the Council at the end of June 2018. Cllr Bentlett wanted to formally record the thanks of the council for the contribution she has made to the village over the past eleven years</li> <li>d. The clerk then explained the process for recruiting a new councillor. This is a statutory process and will be run by Rugby B C – advertisements will be made for a casual vacancy to stand until the next normal elections in May 2020. Cllr Adrian Warwick (WCC) clarified the process, that a formal election will only need to be held if 10 parishioners request it.</li> </ol> <p>The annual meeting closed at 19.43</p>	
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Chairman's initials:

## May meeting of the Parish Council

		Action
	IB welcomed all to the regular parish council meeting	
<b>1.14.05.18</b>	<b>Apologies for absence</b>  Cllr Tony Gillias - Rugby Borough Council	
<b>2.14.05.18</b>	<b>Update from County and Borough Councillors</b>  Cllr Warwick spoke about <ol style="list-style-type: none"> <li>1. Proposals to operate the Revel and the Wolvey Primary Schools as a Federated School – with an Executive head and an operational head at each campus. This is out for consultation.</li> <li>2. County is putting in plans to improve services, and particularly signposting of ways to get help, for children and adolescents mental health services in Rural areas . The intention is to provide easier referrals and the ability to access further/different services once support is in place.</li> </ol> The Councillor invited questions : <ul style="list-style-type: none"> <li>• EBP asked if Cllr Warwick try to get improvements to the Ryton/Wolston roundabout on the A45 which is so congested by weeds that visibility is greatly reduced. AW asked that the clerk write to him to formally request this.</li> </ul>	<b>Clerk</b>
<b>3.14.05.18</b>	<b>Suspension of standing orders to allow parishioners of Harborough Magna to address the meeting</b>  Nothing was raised	
<b>4.14.05.18</b>	<b>Standing orders were resumed</b>	
<b>5.14.05.18</b>	<b>Declaration of Interest</b>  None made.	
<b>6.14.05.18</b>	<b>Approval of minutes</b>  The minutes from the meeting held on 26 March 2018 were approved.	

Chairman's initials:

<p><b>7.14.05.16</b></p>	<p><b>Matters arising from the minutes</b></p> <p>a. JB advised that he will be replacing the broken glass in the bus shelter in the near future</p> <p>b. JB advised that he had now repaired the gate to the play park and will reinstall this in the near future.</p> <p>c. IB advised that he and volunteer Martin Peak will remove all the windows from the telephone box to enable JB's contractor to blast and rust proof the box – before it can be painted and new windows installed.</p> <p>d. Clerk reported that the verge markers on the verge, by the corner of Rugby Road and Main street have been deemed satisfactory as they are designed to just be pushed in – rather than cemented into position. It was agreed that the households should consider other alternatives to protect their fences/gardens.</p> <p>e. The clerk has yet to report the broken road deflector opposite the Old Rectory but will do so this week.</p> <p>f. The issue of speeding cars in the village met with a negative response from the County Council – as 'we had not had enough serious accidents'. In the meantime the Clerk contacted the Police who now co-ordinate the community speed watch scheme. (This is discussed further under any other business).</p>	<p><b>JB</b></p> <p><b>JB</b></p> <p><b>IB</b></p> <p><b>Clerk</b></p>
<p><b>8.14.05.18</b></p>	<p><b>New Village Issues</b></p> <p>a. Concerns were raised by residents as to the weeds and slippery surface on the church path. It was agreed to ask the Parochial Church Council to put in place a regular process to deal with this – and publicise the drive for volunteers to help improve the appearance of both church grounds and cemetery.</p>	<p><b>Clerk</b></p>
<p><b>9.14.05.18</b></p>	<p><b>Parish Plan/OSCR Project</b></p> <p>IB advised that the open session, inviting residents to come and meet OSCR had been very successful with over 60 attendees. Viv Wright has agreed to come on board, at least in the short term, to act as Project Treasurer. Governance work is ongoing with the Big Lottery to get ready for the tender process and are being considered to address potential short fall in funding.</p>	<p><b>EBP/IB</b></p>

Chairman's initials:

<p><b>10.14.05.18</b></p>	<p><b>RBC/WCC Fosse Community Forum and Walc update</b></p> <p>The next WALC meeting is on 28 June between 7 and 9pm at Wolston Parish Hall. Walc would like at least two representatives from each PC to attend. Clerk will circulate further details when available.</p>	<p><b>Clerk</b></p>
<p><b>11.14.05.18</b></p>	<p><b>Planning applications and appeals</b></p> <p>Nothing new to report.</p>	
<p><b>12.14.05.18</b></p>	<p><b>Neighbourhood Watch</b></p> <p>IB reported that the community police bus if not parked outside his house will be in the layby opposite Hawthorn Terrace.</p> <p>JB reported that there had been three incidents of 'lamping' with people shooting at wild life (pheasants etc) from moving cars near his property. The police had been informed but were too late to apprehend anyone – JB had supplied one car number plate. The PC were very concerned by this and agreed to send a letter to the police raising their concern.</p>	<p><b>Clerk</b></p>
<p><b>13.14.05.18</b></p>	<p><b>Financial and Governance issues</b></p> <p>a. The meeting noted that the Internal (independent) Audit Review had been completed and there were no areas of concerns. The clerk will now send the relevant papers to PFK Littlejohn who are supervising Parish Council audits for the next five-year period – and publish the relevant papers via the <a href="http://Harboroughmagna.org">Harboroughmagna.org</a> website and on the notice boards.</p> <p>b. The chairman signed the final cash book schedule (audited) for the year, noting the Council were carrying forward a balance of £8620 -but this includes £5,000 of ear marked balances for replacement street lamps, contribution towards the next election cycle and materials (window kits) for replacement of all windows in the telephone box</p> <p>c. The meeting considered the last cash book position and the forecast to the year end of a balance to be carried forward of around £8000 –</p> <p>d. The schedule of cheques approved at the meeting included: £8 for Room Hire; £48 for WS Garden, £135 for the Independent Audit and £163 as the annual WALC</p>	<p>Clerk</p> <p>Clerk</p>

Chairman's initials:

	<p>subscription.</p> <p>e. The clerk will now arrange for a new bank mandate in light of Cllr Antrobas' resignation.</p> <p>f. After the meeting the Councillors approved the Clerk's increase in salary in line with National Joint Pay Scales and a grade jump. The increase rate for part time staff is £11.275 an hour – but the clerk has indicated she only wants to receive £11 an hour. To be confirmed formally at the next meeting</p>	Clerk
<b>14.14.05.18</b>	<p><b>Correspondence</b></p> <p>Nothing received.</p>	
<b>15.14.05.18</b>	<p><b>Other ongoing items</b></p> <p>a. Phone box – discussed under matters from previous meeting.</p> <p>b. Magna Park – next meeting of Gazeley's consultation group is in on 22 May, IB hopes to attend and would like a volunteer in case he cannot – the meeting agreed that it is important that the PC continue to be represented at these forums.</p> <p>c. Lengthsman scheme – agreed this is working well.</p> <p>d. Playpark monitoring and upgraded facilities for older children. JD reported a number of minor problems (missing bolts and little signs of rust) that he will address in the coming month. Clerk noted that RBC have agreed a time extension and expanded area for the lease in principle but will need to see ideas for upgraded facilities before they confirm this legally. IB agreed to arrange a meeting with JB/PS to discuss any possible scheme and report back to the Parish Council so that a scheme could be in place for a grant funding bid in the Autumn.</p> <p>e. Speeding in the village – PS reported that he has spoken to Sgt Adnam Ali who coordinates speeding issues for Warwickshire and West Midland police. He is recommending that black wire and boxes are installed in the village for one week to test journey levels and speeds. If agreed the police will recommend action – this could mean a community speed watch scheme, or something more familiar.</p> <p>PS will follow up with Sgt Ali and report back. Clerk</p>	<p>Clerk</p> <p><b>All</b></p> <p><b>PS</b></p>

Chairman's initials:

	advised that if we go with the community speed watch we will have to buy our own equipment as WCC no longer provide loan kits.	
<b>16.14.05.18</b>	<b>Items for next agenda</b> <ul style="list-style-type: none"> <li>• Progress on phone box restoration</li> <li>• Lengthsman scheme</li> <li>• Magna Park redevelopment</li> <li>• Playpark</li> <li>• Speeding traffic</li> </ul>	<b>All</b>
<b>17.14.05.18</b>	<b>Dates of next meetings (Revised)</b>  Monday 16 July (to enable new councillor to be on board) and after this Monday 10 September	<b>All</b>
	Meeting closed at 20.35.	

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**Ian Bentlett**  
**Chair**

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**Date 16.7.2018**

Chairman's initials: