

Chairman Councillor M D Lowe welcomed all present to the March meeting of the Council.

1. To Receive Apologies for Absence:

Councillors: J Brown, S R Brown, M Brookes, S A Coombe, A Dent, L Derbyshire, J Parker, B J Seaton and K Poland.

2. Disclosures of Interest - To receive disclosures from Members and Officers and the nature of those interests as specified in respect of items on this agenda.

Councillor Lowe declared an interest in any Business concerning Charnwood Borough Council.

Councillor Seaton declared an interest in any Business concerning Charnwood Borough Council and Leicestershire County Council.

Councillor Bedder MBE declared an interest in Leicestershire Police and Charnwood Borough Council.

Councillor Atterbury declared an interest in any business concerning the Royal British Legion and VE Day events.

Councillor Lynn Westwood declared an interest in any business concerning Thurmaston Times and VE Day events.

3. To receive Reports from the Police

The Clerk issued copies of the monthly crime report to all members of the Council. Sergeant Chris Wharton introduced himself and reported that PCSO Harkerat is leaving his position in Thurmaston with effect from tomorrow. Harkerat has taken up a new post in Wigston, having been the local PCSO for Thurmaston for the last 11 years. PCSO Will Staniforth will be joining the Beat Team and will build on the excellent service provided by Harkerat. Two new officers will be joining the Beat team and a further PCSO, Fiona Lacey. A new structure will be introduced – Target Operated Model, where officers will retain responsibility for their respondents from arrest through to questioning, charging and attending court.

Sergeant Wharton presented the monthly crime report, explained the contents of the report and answered questions. Also reported that he has number of Neighbourhood watch signs and window stickers if anyone would like to display

them and reported that Digital Neighbourhood Watch is now in place and explained the scheme.

Sergeant Wharton reported that 'speed drops' are taking place every month and invited the Council to contact him re any areas of concern.

A discussion took place, Councillors commended the services provided by Harkerat over the last 11 years. Harkerat has provided remarkable service to the Parish of Thurmaston, demonstrated total commitment and dedication and has helped numerous members of the public and the Council alike. Harkerat was invaluable asset to Thurmaston and his services will certainly be missed. We would like to wish PCSO Harkerat all the very best in his new role, he will be a hard act to follow. It was proposed and seconded that the Council writes a letter of appreciation for Harkara's Services to Inspector Mark Botte.

Councillors thanked Sergeant Wharton for attending the meeting and he left at this point.

4. To confirm and sign the minutes of the meeting of the Full Parish Council

Meeting pages 218- 223 Tuesday 11th February 2020

(make corrections amendments) to be signed by the Chairman enc).

It was proposed and seconded that the minutes and resolutions therein be approved as a true and correct record.

Resolved: the motion was carried.

5. To confirm and sign the minutes of the following committee meetings

Pages 224 - 225 mins of the meeting of the Carnival sub-comm.06.02.20

It was proposed and seconded that the minutes and resolutions therein be approved as a true and correct record.

Resolved: the motion was carried.

Pages 226 - 229 mins of the Memorial Hall and Cemetery Committee 11.02.20

It was proposed and seconded that the minutes and resolutions therein be approved as a true and correct record.

Councillor Westwood suggested that representatives from the Old Methodist Chapel and Thurmaston Heritage Group should be invited to the meeting/presentation event for the framed church windows. – **Memorial Hall Committee.**

Resolved: the motion was carried.

Pages 230 – 239 mins of the meeting of the Environmental comm. 03.03.20

It was proposed and seconded that the minutes and resolutions therein be approved as a true and correct record.

Resolved: the motion was carried.

Pages 240 – 245 mins of the meeting of the Leisure Cents and Parks com. 03.03.20

It was proposed and seconded that the minutes and resolutions therein be approved as a true and correct record.

Resolved: the motion was carried.

6. North East of Leicester SUE

No further information

7. Armed Forces Covenant:

To consider the contents and appoint a nominee sign the covenant on behalf of the Council

At the last meeting of the Council, Councillor Atterbury reported that Charnwood Borough Council is encouraging Parish Councils to sign the Armed Forces Covenant.

Thank you, Tracey, for your email yes, we would be more than happy to organise an opportunity for Thurmaston to sign the Covenant. I have sent you an emailed draft Covenant for you to look through and if required share with your councillors.

Once you have agreement I can pop over and we can get it signed (preferably by the chair) take a photo and get it registered with the MOD.

Councillor Atterbury explained that the Armed Forces Covenant has been in place for approximately 6 – 7 years and has been signed by representatives of the District and County Councils. The Armed Forces Covenant is a promise by the Nation to ensure that those who serve or have served in the Armed Forces and their families are treated fairly and do not face disadvantage. Groups, organisations, charities, local authorities and businesses are encouraged to sign up to it. Councillor Atterbury offered to take up the position of Armed Forces Champion should the Council wish to appoint a Councillor for this position in the future.

It was proposed and seconded that the Council approves the contents of the covenant and nominates Chairman Councillor Lowe to sign on behalf of the Council.

Resolved: the motion was carried.

8. VE Day - Parish Council's Role and Insurance

Letter as follows:

Dear Tracey

75th Anniversary of Victory in Europe "V E" Day – Friday 8th May 2020 As you will be aware, we have been working with other village groups for some time to arrange a village celebration and commemoration for the 75th Anniversary of Victory in Europe "V E" Day on Friday 8th May 2020. Unfortunately, we have now been advised by our Head Office that we cannot be responsible for road closures, traffic management, or street parades. The Royal British Legion Thurmaston Branch cannot be Event Organiser. This is a great disappointment to us. Thurmaston Scouts have already applied for and obtained a Road Closure Order for the event. We have enquired if Thurmaston Scouts might take on the Event Organiser role, and unfortunately, they have concluded that they cannot do so. Therefore we write to ask if Thurmaston Parish Council would please take on the Event Organiser role for this event and provide sufficient liability insurance for everybody and everything associated with the event, including the road closure, traffic management, and volunteer road closure stewards. If Thurmaston Parish Council were to take on the Event Organiser role, Cllr Andy Dent would be happy to serve as Chair of the Parish Council's Event Planning Committee. Likewise, Cllr Dave Atterbury would be happy to serve on such a committee. Continued The arrangements that the event planning group has previously discussed are as follows. Friday 8 May 2020 Melton Road closed (White Hart Close to Lea Close) 12noon – 6pm 12noon Street Party chairs, tables, stage, etc setting up 1.30pm Parade departs Scout and Guide HQ 1.45pm Short Service at the War Memorial 2.00pm The Worshipful the Mayor of Charnwood opens the Street Party 2.10pm Entertainment commences on stage 2.55pm Last Post 3.00pm Broadcast of Speech by the Right Honourable Sir Winston Churchill 3.05pm Civic Leader to toast the nation's heroes of the war 3.10pm Entertainment continues on stage 4.30pm Close of Street Party 4.45pm Street Party chairs, tables, stage, etc packing up / cleaning 6.00pm Civic Service at Leicester Cathedral 7.00pm National peel of church bells (timing of local peel to be confirmed) The timing of a Church Service at the Parish Church of St Michael & All Angels, Thurmaston is yet to be confirmed (possibly 11.00am on Friday 8 May 2020, or possibly incorporated into the regular Church Service on Sunday 10 May 2020). The event planning group had intended to meet next on Wednesday 29 April 2020 at 7.30pm at the Royal British Legion Club, though we feel that it would now be more appropriate for the Parish Council to convene the next meeting, if the Parish Council is prepared to take on the Event Organiser role. Whilst Cllr Dent is unable, owing to work commitments, to attend the next scheduled full Parish Council meeting on Tuesday 10 March 2020, he will of course be happy to assist with any further information that may be required after the meeting.

A discussion took place and it was proposed and seconded that the Parish Council agrees to take on Event Organiser Role.

Resolved: *the motion was carried.*

9. Planning Applications

P/20/0406/2

4 Ferndale Road,

2 storey extension to side of dwelling.

No objections received from neighbours or LCC Highways.

Resolved: no comments.

10. Public Participation - Maximum of 15 Minutes (Meeting adjourned)

PCSO Harkerat Sanghera entered the meeting to say goodbye to all present. Councillors thanked Harkerat for the excellent service he has provided over the last 11 years and for his contributions and commitment to the Parish. Councillors wished Harkerat all the very best in his new role.

Resident:

Question the Council's budget for VE Day and suggested that the Royal British Legion may be unable to arrange the Remembrance Sunday event too.

11. Correspondence

Tim Webster

Deputy Clerk of the Leicestershire Lieutenancy:

At the last meeting of the Council, Councillor Lowe expressed disappointment that the Parish Council were not informed about the Royal Visitors coming to Thurmaston. Councillors agreed with Councillor Lowe's comments and asked the Clerk to write to the Lieutenancy Office expressing the Council's disappointment.

Reply received as follows:

I was sorry to hear of the disappointment expressed by the Parish Council and I would like to apologise for that situation. The visit to Soanes remained on a confidential footing until just a few days before the visit when it was publicly released by Clarence House. But even then the timings of the visit were not released which was a necessary part of the security arrangements for the visit.

Thurmaston Community Social Association

The Trustees and Volunteers of the Community Library have asked that I approach the Parish Council for permission to erect a new Community Library Sign.

We are hoping you will give permission for the sign to be attached to the footpath boundary fencing at the Silverdale Park entrance where it meets with the main footpath of Silverdale Drive. The sign will be detachable in the event of any maintenance required to the fencing.

I look forward to receiving our decision.

A discussion took place and it was proposed and seconded that Councillors agree to the request.

Resolved: the motion was carried.

LRALC:

Invitation to training invents as follows:

Dear Clerk

We have a councillor training course planned on the 18th March at 6 pm until 9 pm at the Jubilee Hall, Anstey – see the link for full course information -

<https://www.leicestershireandrutlandalc.gov.uk/councillor-training.html>

Have all of your councillors attended councillor training? Or maybe it's been quite a while since they have been on this course. In an ideal world all councillors would attend this course. It helps not only new councillors settle into the varied role of being a councillor but refreshes experienced councillors. We are always updating courses with latest changes. As Clerk's you have a difficult job and having a freshly trained councillor can ease some of the pressure, the course covers not only the roles within the council but gives councillors the information to be able to understand council proceedings and law. It is often down to the Clerk to encourage and suggest training to councillors. Please let all councillors know about this up and coming course as we only have a few spaces left.

Councillor Westwood reported that she has recently attended a Councillor training course and encouraged Councillors to attend.

Resolved: the motion was carried.

12. To receive reports from the Clerk and Councillors (for information only)

The Clerk reported that Charnwood Borough Council have developed a **Coronavirus – Member Protocol** This protocol sets out how Charnwood Borough Council is managing its own risks relating to Members around the emerging global outbreak of the Coronavirus. A group of senior officers have been formed to manage and co-ordinate the Council's preparations for any potential issues.

At all times, the Council will follow guidance and advice set out by the authorities leading nationally on the outbreak, namely Public Health England (PHE).

Based on current PHE advice there is no need to cancel or curtail any meetings or development events.

We will be keeping this under review and If the national advice changes, we will let Members know as soon as possible.

I have issued copies of the protocol to all members and suggest that the Parish Council follows these guidelines.

Cllr Wooding:

Reported that the fencing in the Memorial Hall Carpark belonging to the property next door is down a look untidy.

Cllr Westwood:

Reported on the forthcoming road closure Church Hill Road and reported litter on Wayside Drive.

13. To receive Reports from Borough Councillors and the County Councillor (for information only)

No Reports.

Chairman Councillor Lowe thanked all present for attending and closed the meeting.

Confirmed and signed this day of 2020

Chairman

Thank you very much for your email - it is difficult to tell from the photos, but it looks like the existing twin bar fencing has been retro-fitted with some angle iron ball stop netting. In truth this probably compromises the warranty and strength of the original fence as the additional wind loading and weight would have been something that it was never designed for.

We will seek some advice from our partners and arrange for them to come out and pay you a visit to see what can be done, either simply replacing the netting with new or installing proper fit for purpose retaining net.

Response and quote received as follows:

Hi Liam/Carl,

As promised, please see the options below for your fencing –

We confirm that the existing ball stop netting has been erected to a low specification and as a result has now become dangerous. Along with the netting being dangerous it has also put additional pressure on the main fence post foundations which have now failed, and numerous posts are considerably out of line.

Our proposal is in 3 parts as per the request from the centre manager.

Option 1

Attend site and remove all existing netting and post extensions to remove the health and safety risk. All materials will be removed to a skip. Works would require a mobile tower and work from the pitch side.

All for the sum of £4,395ex vat

Option 2

Attend site take down and set aside fence panels for re use. Dig out all fence posts that are out of line and re concrete into the correct position. Re fix existing panels to the posts. Please note this several of the panels are also damaged and may need replacing. This work is to be reviewed with the client once the panels have been removed.

All spoil is to be placed into a skip for removal.

Please note that works will be required from both sides of the fence. The pitches would have to be closed during our works.

All for the sum of £9950ex vat

Option 3

Supply and erect approx. 48m of ball stop netting approx. 3m above the existing twin bar fencing. The new netting will be erected using independent fence posts set in concrete foundations behind the existing fence. The new

posts will be complete with all necessary straining fittings, support cables and ties. The new netting will be connected to the existing fencing along the top horizontal bar. Goal recess will be provided with a new roof net to provide a complete ball stop system.

All for the sum of £16,695ex vat

Delivery approx. 5 working weeks

Fixed price for 60 days.

Let me know if you would need an official quote and for which option please.

The Clerk reported that there is £36K funding within the 3G maintenance budget which is a savings fund for the eventual replacement of the 3G matting. According to Reply the matting will cost approx. £40K - £50K to replace and will last a further 4 – 5 years.

A discussion took place and councillor Atterbury requested clarification on whether option 3 includes the digging out all fence posts that are out of line and re concrete into the correct position (as detailed in option 2).

It was proposed and seconded that on grounds of Health and Safety the fence work should be completed as soon as possible.

Clerk to contact the contractor requesting clarification of option 3 initially, then arrange for the work to be completed.

Resolved: the motion was carried.

Gas Leak Memorial Hall.

The Clerk reported that the Saturday Dance Group had reported a gas leak to the Centre Managers on Saturday 15th February. Liam called out Cadent who identified a leak on the 15mm cooker supply, and they disconnected the gas supply at the metre. Mark Allsop plumbers have visited the Premises on the following Monday and have re-connected the supply, carried out a check and have confirmed that there is no longer a leak.

Councillors asked the Clerk to obtain evidence of repair/gas safe report from Mark Allsop.

4. HR: (Confidential Item – Public Bodies Admission to Meeting s Act 1960, Local Government Act 1972 ss100 and 102)

Appointment of Duty Manager

It was proposed and seconded that items 4, 5, 6 and 7 are confidential items.

Resolved: the motion was carried.

8. Reports and Requests for Next Agenda

The Clerk reported that *Charnwood Borough Council* have developed a **Coronavirus – Member Protocol** This protocol sets out how *Charnwood Borough Council* is managing its own risks relating to Members around the emerging global outbreak of the Coronavirus.

At all times, the Council will follow guidance and advice set out by the authorities leading nationally on the outbreak, namely Public Health England (PHE).

The Clerk issued copies of the protocol to all members and suggested that the Parish Council follows these guidelines.

9. Date of Next Meeting TBC

Confirmed and signed this day of 2020

Chairman

**EXTRA-ORDINARY MEETING OF THE PARISH COUNCIL MONDAY 16TH MARCH
2020 IN THE SPORTS HALL ELIZABETH PARK, 6.30PM.**

Present: M D Lowe (Chairman)
D E Atterbury N Bedder (MBE)
J Brown S R Brown
A Dent D J Hill
C Jackson D Maguire
J Parker K Poland
B J Seaton L Westwood

Also Present: The Clerk
Mr R Potts and Mr C Walsh, Centre Managers

ALSO PRESENT: The Clerk
1 member of the public

1. To Receive Apologies for Absence

Cllrs: S A Coombe, L Derbyshire, W Coupe, C A Wooding

2. Disclosures of Interest - To receive disclosures from Members and

Officers and the nature of those interests as specified in respect of items on this agenda.

Councillor M D Lowe declared an interest in any business concerning Macorley Lowe.

Councillor D Hill declared an interest in any business concerning Rose Hill.

Councillor S R Brown declared an interest in any business concerning Sharon Brown.

3. To consider and adopt the following motion:

The Clerk presented the following guidance from NALC:

MANAGING RISKS TO THE COUNCIL

We would recommend that local councils consider different scenarios and what actions might help mitigate any risks to the council. As examples:

- It may be helpful to review your scheme of delegation to ensure it is fit for purpose and would ensure minimal disruption to the work of the council if councilors are not able to attend meetings and committees. For example, you may wish to consider if certain decisions could be delegated to the clerk, in consultation with the chairman and vice-chairman, as a

contingency plan in case council meetings are postponed due to the coronavirus

In light of directives from the Government advising that social gatherings should be avoided in light of the current coronavirus epidemic, discussion took place and it was proposed that following this meeting, all council meetings are cancelled until further notice.

Resolved: the motion was carried.

In accordance with advice for NALC and LRALC it was proposed and seconded that the Council adopts the following motion:

"In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk in consultation with the Chairman and Vice Chairman shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place".

Resolved: the motion was carried.

Council Staff

Councillors agreed that health and safety of staff is paramount and considered the closure of Elizabeth Park Centre, Jubilee Pavilion and the Memorial Hall.

A discussion took place and it was proposed and seconded as follows:

Elizabeth Park Centre to be closed from Friday, all bookings to be cancelled for the next six weeks initially, which will be extended as per required/in line with Government directives. Refunds to be given where Council have cancelled booking.

Memorial Hall: all parties to be cancelled, play group and clubs to continue at present, however, circumstances to be constantly monitored and the Memorial Hall closed if necessary.

Jubilee Pavilion to be closed – all bookings to be cancelled.

The above arrangements to commence Friday 20th March for a period of six weeks initially, to be arrangements can be updated/extended as required.

Resolved: the motion was carried.

V E Day

The Parish Council has agreed to *take on Event Organiser Role for this event suggested that the next meeting is at the RBL on 29th taking place on 8th May with meeting to be arranged for 29th April.*

A discussion took place and it was proposed and seconded that the VE day celebrations should be cancelled and consideration given to transferring this event to VJ Day in August.

Resolved: the motion was carried

Statutory Responsibilities

Many aspects of parish and town council business are discretionary and can be deferred if necessary. There are however several things that must be done by law and that have a statutory deadline. Examples are:

Holding the Annual Parish/Town Meeting on a date between 1 March and 1 June inclusive- usually precedes the April Council Meeting.

Holding the annual meeting of the council on a day in May (for most councils for whom it is a year of ordinary elections, the meeting must be held between 11 May and 25 May)- this year 12th May

Approving for signature the Annual Governance and Accountability Return (AGAR) before 1 July.

Should the Government advise or mandate that local authority meetings should not take place, we would expect the Government to deal with the associated consequences, such as the statutory timeframes. The National Association of Local Councils (NALC) is in communications with the Government and the Local Government Association (LGA) and will make sure that parish and town Councils duties are properly considered.

Confirmed and signed this

day of

2020

Chairman