

GLENFIELD PARISH COUNCIL

Park House, Stamford Street, Glenfield, Leicester, LE3 8DL

Telephone: 0116 231 2498



Minutes of a meeting of **Glenfield Parish Council** held on **Monday 27th July** at **7.30 pm**

Due to the current Covid-19 situation this meeting was held virtually via Zoom

Present

- Cllr. T. Abbott
- Cllr. A. Bowers
- Cllr. R. Bowers (Chair)
- Cllr. N. Chapman
- Cllr. G. Huss
- Cllr. M. Lane
- Cllr. P. Morjaria
- Cllr. J. Springthorpe
- Cllr. L. Stephens
- Cllr. S. Thornton
- Cllr. K. Wilson
- Cllr. R. Wyatt

Also, in attendance – Beverley Greenwood, Parish Manager
Annie Armstrong, Deputy Clerk

District & County Cllr. Lee Breckon

There were no members of the public present

Not present

- Cllr. I. Collier
- Cllr. N. Cox (apologies received)
- Cllr. R. Denney (apologies received)

COU/031/20-21 **Apologies**

Apologies had been received from Cllr. Roy Denney who had a previous meeting commitment and also from Cllr. Nick Cox. In accordance with Standing Order No.24, all apologies were duly accepted and noted.

COU/032/20-21 **To receive disclosures of interests from members** (i.e. the existence and the nature of those interests in respect of items on this agenda).

Nil pecuniary interests from members.

- a) The Parish Manager had been presented with a Request for a Dispensation from Cllr. Lane having a beneficial interest in land which is in the area of the relevant authority (including a home in the area) and pursuant to s.101 (1) of the Local Government Act 1972 a dispensation [under section 33(1) of the Localism Act 2011] was granted to Cllr Lane for a period not exceeding May 2023 to enable said Councillor to participate in any discussion or vote on the setting of the annual budget and in the setting of the council tax precept.

COU/033/20-21 **Chair persons report and remarks**

The Chair welcomed members to the meeting.

COU/034/20-21 **Minutes**

- i) **RESOLVED** to approve as a true record of proceedings the minutes of the meeting of the Council held on Tuesday 30th June 2020;
- ii) **RESOLVED** to approve as a true record of proceedings the closed session minutes of the meeting of the Council held on Tuesday 30th June 2020.

[The minutes were duly signed having due regard to the government guidelines in respect of social distancing].

COU/035/20-21 **Public Participation**

There was no public in attendance remotely.

COU/036/20-21 **Parish Manager's Report**

The Parish Manager advised members that bookings had resumed at Park House and the Sports Pavilion from the 27th July 2020 having made all sites as Covid-19 secure as reasonably practicable, and that bookings were being taken for training courses well into August 2020 and beyond. The Parish Manager further advised that exam desks had been purchased in order to facilitate the re-opening of its facilities to accommodate the reduced maximum occupancy levels as mandated in the Covid-19 risk assessment in respect of the re-opening of community facilities. A comprehensive cleaning regime had also been put into place for all Council facilities together with detailed method statements in respect of cleaning and COSHH assessments.

She also advised that the office staff would be returning to Park House to resume their duties as from the 27th July 2020 (would continue on an appointment only basis) with the Premises Officers also resuming their duties on reduced hours, based on the number of bookings for each facility.

Advices were also provided to members in respect of the re-opening of the play areas within Ellis Park and that regularly disinfecting of the area three times a week would be taking place as a matter of course. The relevant Covid-19 signage had also been put into place together with the relevant Risk Assessment appertaining to the re-opening of play facilities during the Covid-19 pandemic.

COU/037/20-21 **Police Report**

The Police Report was duly noted.

COU/038/20-21 **To receive reports from County and District Councillors**

County Councillor Lee Breckon advised that it had been a busy time for him due to the lockdown and gave further details on respect of the lifting of restrictions in other areas of the City and County. He also advised in respect of further funding of some £2,000 from LCC in respect of Round 2 of the Leicestershire Communities Fund and enquired of the Parish Manager if the grant officer. had been in touch in regards to this matter to which the Parish Manager advised that as a result of telephone conversation with the grant officer a grant application had been submitted for further funding from LCC for the Glenfield Community Support Group.

Cllr. Breckon stated that he had read the documentation in regards to the tentative suggestions for alternative use of the area known as Gynsill Meadows and advised that neither allotments or a cemetery are, to the best of his knowledge and experience, within the definition of an open space.

Requested details of the Neighbourhood Plan Working Party and to be advised when their next meeting would take place as he wished to be involved in the discussions.

District Cllr. N. Chapman thanked both the Parish Manager and the Grounds Manager in respect of all the work they had carried out in respect of ensuring the Council facilities were Covid-19 compliant.

COU/039/20-21 **Covid-19**

i) To consider any recent advices received from the government – pending these advices to consider if necessary:

Members considered the various advices and a discussion ensued in respect thereof.

a) To consider an extension of the time frame of the resolution passed at its meeting on the 30th June 2020 in respect of the suspension of all committee and working party/group meetings until the restrictions are lifted or adjusted following further government guidance, and that Council meetings be conducted virtually via the zoom app until the restrictions are lifted or adjusted following further government guidance;

RESOLVED to suspend all committee and working party/group meetings until the restrictions are lifted or adjusted following further government guidance, and that Council meetings be conducted virtually via the zoom app until the restrictions are lifted or adjusted following further government guidance

b) To review the resolution passed at its meeting on the 30th June 2020 in respect that the Parish Manager or in her absence, the Deputy Clerk, 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 [NB: the delegated authority ceases upon the first meeting of the Council after the Council meeting at which the delegation was put in place], having taken every opportunity in those circumstances to seek the views of the Chair of the Council, the Vice Chair of the Council, the Chair of the Finance & Audit Committee and the Chair(s) of any relevant committee(s) with a known interest .

RESOLVED that the Parish Manager or in her absence, the Deputy Clerk, shall have delegated authority to make decisions on behalf of the Council [where such a decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline] having taken every opportunity in those circumstances to seek the views of the Chair of the Council, the Vice Chair of the Council, the Chair of the Finance & Audit Committee and the Chair(s) of any relevant committee(s) with a known interest and that this delegated authority does not extend to matters expressly reserved to the Council and that any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations.

c) To review the register of decisions made under this delegation since the last report dated 20/07/2020;

Cllr. Thornton expressed his concern that a Policy had been completely amended under the delegated authority by the Chair of a Committee without the other members of that Committee being consulted in full and that said Policy contained information in part that required further discussion by the Committee before adoption and suggested that once the restrictions are lifted, the Committee responsible for the Policy be given the opportunity to review the Policy again.

RESOLVED to ratify by resolution the register of decisions of the 25th June 2020 to the 20th July 2020 (copy attached hereto).

COU/040/20-21 **Financials**

- a) **RESOLVED** to approve the bank reconciliation for the month of June 2020 [*duly signed having due regard to the government guidelines in respect of social distancing*];
- b) **RESOLVED** that the payments for June 2020 of £29,25206 and receipts for June 2020 of £4,407.69 be approved [*duly signed having due regard to the government guidelines in respect of social distancing*].

COU/041/20-21 **Planning Group**: deferred until August 2020 meeting as an update-to-date report was not available for the meeting.

COU/042/20-21 **Correspondence**: The correspondence listing was duly noted.

COU/043/20-21 **To consider a proposal to contain the new Memorial Garden within ornate iron railings with gated access with a view to limiting anti-social behaviour occurring in this area late at night.**

A discussion ensued in respect of the increasing anti-social behaviour taking place not only in the Memorial Garden but also in other areas of Ellis Park. Members reviewed the proposed suggestion for ornate ironwork fencing around the Memorial Garden and it was **RESOLVED** to seek quotes in respect thereof with a view to further discussion once the respective costs had been obtained.

COU/044/20-21 **Burial Ground Working Party – Cllr R. Wyatt (Lead Member)**

Members considered the draft Council reply in respect of the numerous responses received relating to the letter sent out to residents of Stelle Way and Gynsill Lane (15/06/2020) from the Parish Council regarding tentative suggestions for future use of the open space off Stelle Way, known as Gynsill Meadow.

A discussion ensued and it was **RESOLVED** to amend the draft response [to be circulated to all members via email to approve before distribution] which would thank those who had responded to the letter sent by Cllr Wyatt and Cllr Denney on behalf of the Parish Council and also advise that there seemed to be some misunderstanding and/or miscommunication in regards to the Council's intentions for this area of open space and that an invitation was extended from the Parish Council to join the Neighbourhood Plan Working Party which would allow residents to create a vision and planning policies for the use and development of land in Glenfield and to address local issues where the Local Plan may not play a role.

COU/045/20-21 **Date of next meeting**: The date, time and method of the next meeting was advised as the third Monday in August 2020

The Chair thanked the members for their attendance and the meeting was closed at 8.22 pm.

Signed:.....
Chair

Dated:.....