

# Sapcote Parish Council

Serving the people of Sapcote



## Minutes of Sapcote Parish Council meeting held at Sapcote Pavilion at 7.30pm, on Thursday 11<sup>th</sup> July 2024.

<b>Present:</b>	Mr L Requena (Chair), Mr P Atkinson, Mrs L Badland, Mr V Howell, Mrs J Keeber, Mr N Sahota, Mr D Wassell, Mr P Taylor, Mr N Tyack.
<b>County/District Councillors:</b>	Cllr M Wright (LCC), Cllr M Shirley and Cllr B Taylor (BDC)
<b>Assistant Clerk:</b>	Mrs E Grimsley
<b>Members of the Public:</b>	5

### **183/24 To co-opt a new Parish Councillor**

The Assistant Clerk confirmed that one expression of interest had been received. Mr L Requena invited Mr N Jellis to take the seat of Parish Councillor and was welcomed.

### **184/24 To receive and accept apologies for absence**

Apologies were received and accepted from from Mrs J Blackburn and Mr N Tyack.

### **185/24 To receive any declarations of interest and requests for dispensation**

Mr P Taylor – as part owner of an area of Granitethorpe Quarry  
Mr V Howell – as Trustee of Sapcote Community Library and the Almshouses.  
Mrs J Keeber – as a member of Sapcote Bloom Group.

### **186/24 To approve, as a correct record, the minutes of the Meeting held on Thursday 13<sup>th</sup> of June 2024.**

***RESOLVED that the minutes of the Parish Council Meeting held on the 13<sup>th</sup> June 2024, a copy of which was circulated to each member, was accepted as a true record of the meeting.***

### **187/24 Public Participation**

Questions were raised on the accessibility of Parish Council meeting minutes. It was noted that the agenda was placed on the Parish Council noticeboards, the minutes were not. It was requested that a paper copy be put up on the noticeboards following the meeting.

An update was requested on the drainage situation surrounding the Sapcote Cemetery Extension. The Chair advised that this was to be discussed at a later point on the agenda and that the Council was working with both the Contractors and Engineers to navigate the latest legislation from the Environmental Agency.

A request was made for clarification on whether the Parish Council had plans to install a memorial bench for a late resident of the village. The Chair advised that this was also a later point for discussion on the agenda, but that several points had to be considered such as location, future village infrastructure changes as well as setting a precedent.

A further update regarding the Grace Road open space was requested, but it was noted that this was on the agenda, so no further questions were raised.

**188/24**

### **Reports from County and District Councillors**

The reports from our Leicestershire County Councillor and Blaby District Councillors had been sent to all Councillors prior to the meeting with brief updates given at the meeting as follows:

#### Cllr M Wright:

A recap was made to note that the Summer Reading Challenge was underway, A new chair had been appointed to Shaping the Villages and thanks to Mr N Tyack the drone recording was on schedule for September as originally planned.

*19:45 Mr N Tyack arrived.*

#### Cllr M Shirley and Cllr B Taylor:

Further to the report Cllr M Shirley noted the success of the recent Sapcote Carnival, however research had been done regarding receiving live animals as prizes and further work will be done with BDC to deter this practice from future events.

### **Planning**

- 189/24**      **To consider planning applications received before the publication of the agenda and any that are received before the meeting.**
- **24/0511/OUT** - Outline application for upto 80 residential dwellings and all associated infrastructure – Land North of Leicester Road, Sapcote.  
**Objections were raised as build location falls outside of the Neighbourhood Plan and it was strongly felt that the online consultation held by the Developers was not inclusive, or accessible to all residents of Sapcote.**
  - **24/0554/FUL** - Springfield Farm, Sapcote – Conversion of two outbuildings to two residential dwellings and change of use of land to residential garden and parking.  
**Objections raised as build falls outside the Neighbourhood Plan and that the point of refusal from the last application was still relevant.**
  - **Street Naming Consultation** – The Barn, Cooks Lane, Sapcote – Proposed name “Green Lane Gardens”.  
**Suggestions were made that it would be more fitting to put forward a counter-proposal of “Hextall Gardens” in honor of a late village resident.**
- 190/24**      **To note any planning decisions received.**
- **24/0436/FUL** - 20 Pougher Close, Sapcote – Erection of new self build and custom housebuilding dwelling with demolition of existing outbuildings – **REFUSED.**
- 191/24**      **To note any updates on national and local proposed developments and receive feedback from relevant meetings**
- a. Land off Leicester Road  
Discussed under meeting point 189/24 (Planning application 24/0511/OUT)
  - b. HNRFI  
Mr P Atkinson attended a recent meeting with Tritax on behalf of Sapcote Parish Council and has produced a corresponding report. Mr Atkinson stated the meeting was of the mindset that HNRFI would go forward and provided information based on this outcome.
  - c. Strategic Development Area/M69 Proposals  
Mr V Howell confirmed an email had been received advising that a date should be communicated in July for an upcoming liaison group meeting.

d. Fosse Villages – Shaping the Future

An update was covered in Cllr M Wright's report (meeting point 188/24).

**192/24**

**Finance and HR**

**To approve the accounts for payment and note income**

All payments were approved.

**193/24**

**To note the Cashbook and Bank reconciliation for June 2024**

All paperwork had been provided prior to the meeting and Mr Atkinson confirmed that the Cashbook was in order.

**194/24**

**To approve and grant applications and payments**

The Assistant Clerk confirmed that no applications or requests had been received.

**195/24**

**To consider quotes for and agree suppliers for new noticeboards and signs**

A decision had been reached by the Parish Council via email that we would instruct 'Company A' from the previously submitted report to provide the required noticeboards.

The Assistant Clerk advised that she was working with the Clerk to breakdown the quote, to see if funds could be used from various reserve pots – **Ongoing**.

The Assistant Clerk confirmed that preliminary designs and a partial quote had been received from one company for new signage, but was waiting on measurements to be taken for the largest Pavilion sign – **Ongoing**.

**196/24**

**Estates**

**Cemetery**

**197/27**

**To agree updated Rules and Regulations for the Cemetery**

The Assistant Clerk confirmed that this was still ongoing, but would be ready for agreement at September's meeting.

**198/24**

**To discuss the next steps following the Cemetery site meeting held on the 27.06.24.**

The Chair advised that at that point in time there was no further updates, no requested documentation from the Contractors, or plans from the Engineers had been received, these were to be chased.

The Contractors had been asked to provide quotes for alternative path edging, this was yet to be received.

Mr P Taylor requested that a member of the Enforcement Team from BDC attend the site, after a discussion it was confirmed that Enforcement could assist at any point in time, the Chair agreed to speak to BDC.

The Chair reiterated that as a Parish Council we must remain professional in our communications and that all information would go to and via the Clerk.

### **Allotments**

**199/24**

#### **To update the Council re-letting of new allotment plots.**

The Assistant Clerk confirmed that 4 vacant plots had been let to new tenants, with all corresponding paperwork and invoices having been given out. Following this, 2 further plots had been surrendered, so the Assistant Clerk will work on contacting those on the waiting list.

### **Grace Road Open Space and Balancing Pool**

**200/24**

#### **To discuss the balancing pool and any works needed.**

Concerns were voiced regarding the overgrowth of trees that have self-seeded in the balancing pool and that as a result the water level has risen. The Chair reminded the Council that we have Section 106 funds and a responsibility to ensure it is maintained.

***Recommendation: It was suggested that quotes be obtained to explore the cost of cutting back the trees in question.***

***This was agreed upon by the Parish Council.***

**201/24**

#### **To discuss the fencing around the open space and balancing pool.**

The Parish Council discussed concerns regarding the safety of the fencing that surrounds the balancing pool. It was noted that the structural integrity of it was poor and that it required either repair or replacement.

***Recommendation: Following a discussion, it was agreed that quotes would be obtained to replace the fence, with the choice of either timber, or a man-made composite and within the required height requirements.***

***The Chair requested that Mr Tyack compile a report of required works to be done to be delivered at September's meeting.***

***This was agreed upon by the Parish Council.***

**202/24**

**To receive an update on the planting of trees for the open space.**

The Chair advised that the trees from BDC 'Big Tree Giveaway' were too small and would not be suitable. A list of tree variants had been compiled so that we could explore quotes. Cllr M Wright advised that LCC was currently holding a similar giveaway scheme and would liaise with the Chair and Assistant Clerk. The Chair allowed one of the public attendees to speak. Comments were made about open space drainage and around the bordering fence of Granitethorpe . The Chair reassured that the Clerk was working on the exploration of options and we hoped for an update in September.

**203/24**

**Arboricultural Survey**

**To discuss the required tree surveys and the next steps.**

The Assistant Clerk advised that a survey was required for the trees situated at the Cemetery, Recreation Ground and any others that fall on Parish Council areas of responsibility. The survey will need to be carried out between August – October so that any required works can be completed over winter.

***Recommendation: Three quotes to be obtained and reported in September's meeting.***

**204/24**

**Sapcote Recreation Ground Trust**

**To consider quotes for a new gate/entrance onto the Recreation Ground (from the car park).**

The Chair again suggested that this point be deferred until all quotes encompassing work for the Recreation Ground and Pavilion had been obtained so that they could be prioritised.

**205/24**

**To consider quotes for new fencing at the Recreation Ground.**

The Assistant Clerk advised that so far two quotes had been obtained, but further enquiries were needed.

**206/24**

**Events**

**To receive an update following Carnival 2024 (22<sup>nd</sup> June 2024)**

The Assistant Clerk confirmed that lots of positive feedback had been received, with some constructive points regarding certain aspects. A 'recap' meeting was planned for later in July. The Assistant Clerk also highlighted that more volunteers would be needed and fundraising events for the Carnival to go ahead again in 2025.

**207/24**

**To consider arrangements for Christmas 2024**

- Christmas Tree

The Chair asked if Mr Sahota was happy to take the lead on this again. Mr Taylor advised he may have suitable contacts that could assist. It was agreed that Mr Sahota and Mr Taylor would work together on this.

- Christmas decorations and lighting

Following a discussion it was agreed that enquiries would be made regarding lighting and any possible upgrades.

Further enquires would also be made regarding the safety barriers and the ruling.

- Christmas light switch on celebration

The Chair stated that following the success of the events held so far this year, it would be wonderful to make more of an event of the light switch on.

Following a discussion of ideas it was agreed that Mr Sahota, Mr Tyack, Mrs Keeber, the Chair and both the Clerk and Assistant Clerk would work further on this.

**208/24**

**To consider arrangements for the 80<sup>th</sup> anniversary of VE Day 2025**

The Chair suggested a 'carbon copy' like the recent successful 80<sup>th</sup> anniversary of D-Day event.

**209/24**

**To receive an update on the Sapcote Stars Awards.**

Mrs Badland stated that lots of positive feedback had been received and had hopes to run the awards again next year. Following this an award for 'Local Hero' was presented to Mr Howell for his many contributions to the village. It was noted also that Sapcote Parish Council covered the entirety of the prize fund.

**210/24**

**Chair's Report**

The Chair raised a request we had received about funding a memorial bench for a late village resident. Further to the comments made during the Public Participation (187/24) it was suggested that perhaps a future street naming would be more advantageous.

**211/24**

**Clerk's Report**

The Assistant Clerk confirmed she had nothing to report.

**212/24**      **Items for the Next Agenda**

**213/24**      **Date of next meeting: Thursday 5<sup>th</sup> September 2024, Sapcote Pavilion 7:30PM**

**214/24**      **Proposed for Closed Session**

- **Staffing update – All queries and communications are to temporarily go to the Assistant Parish Clerk and the Chair due to staff absence.**
  
- **The Chair reminded Councillors that the Parish Clerk and Assistant Parish Clerk work 25 hours per week and to not contact them outside of normal working hours.**
  
- **-We will advertise the vacant General Maintenance Operative role that after the summer.**
  
- **The Chair advised that further correspondence had been received following the recent staffing restructure.**
  
- **All Parish Councillors were reminded not to discuss sensitive matters outside this forum or with members of the public.**

**Meeting Closed at: 21:22**

**Signed.....**

**Date:.....**