

## **Minutes of the Virtual Meeting of Kegworth Parish Council (KPC) held on Monday 1<sup>st</sup> February 2021 at 7.30pm**

**Councillors (Cllrs) present:** Martin Hawksworth (MH), Nick Hirst (NH), Emma Hogan (EH), Susie Nolan (SN), Rod Pritchard (RP), Carol Sewell (CS) and Ray Sutton (RS)

**Parish Clerk:** Vicky Roe (VR)

Four Members of the Public (MoP) joined the meeting. District Cllr Bertie Harrison Rushton (BHR) attended up to conclusion of public participation.

Prior to the commencement of the meeting, NH reminded those attending the meeting of discourse and its impact. In his opinion, some Facebook posts made recently were opinion and not fact, some comments were awful, not acceptable and quite frankly, a poor show.

### **28/21 Apologies for absence**

**RESOLVED:** Apologies received and accepted from CC. RS appeared to remove himself from the discussion on Items 10 and 15 of the Agenda.

### **29/21 Declarations of interest with regard to items on the Agenda**

**RESOLVED:** CS declared a non-pecuniary interest on planning matters 20/00688/REM 118 Station Road and 21/00032/FUL 7 New Street; RS declared a non-pecuniary interest on planning matter 21/00032/FUL 7 New Street as neighbours known to him at No.5 had commented; RP declared a non-pecuniary interest in planning matter 21/00043/FUL 74 Pritchard Drive; SN declared a pecuniary interest in all matters relating to Market Place.

### **30/21 To elect a Vice Chairperson**

**RESOLVED:** VR confirmed no interest had been expressed. CS proposed RS. RP seconded the proposal. RS was elected with four votes in favour.

### **31/21 Vice Chairperson to sign Declaration of Acceptance of Office**

**RESOLVED:** VR would send RS the Declaration of Office for signature and return.

### **32/21 Public Participation – *The period of time designated for public participation shall not exceed 15 minutes, unless directed by the Chairperson of the meeting.***

**RESOLVED:** BHR advised he is liaising with NWLDC planning on 32 High Street, Kegworth House 42 High Street and 2 High Street. CS asked BHR if 32 High Street had been called in. BHR confirmed it had. VR confirmed Kegworth House 42 High Street would be discussed at KRC's March meeting. RS asked BHR to copy him into communications. BHR confirmed he would send all communications to VR who would forward on to Cllrs.

MoP1: x3 questions asked of KPC re the community fund via email had not been answered. VR & NH confirmed receipt, a reply would be given shortly. NH agreed to print the questions and replies in these Minutes.

Q1 If the S106 monies are only released to PC's in response to a Parish Council request with a valid project reason, how was £50K released to KPC prior to 31/03/2018? Who requested the money, what was the purpose? What policy and specific resolutions of KPC predicated this transfer?

Answer: KPC did not request the money and no KPC policy or specific resolution predicated the transfer. £50k from Roxhill was triggered upon the implementation of the development and NWLDC's £50k matched funding was paid to KPC to support local community projects.

Q2 The £50k S106 money that KPC received is I believe the £50K that KPC agreed it would contribute to the NLWDC public realm project. What is the status of the "£50K" of matched funding that KPC hold?

Answer: KPC's £50k contribution to the Kegworth Public Realm Project was paid to NWLDC via a motion passed at a KPC public meeting. The £50k was transferred from the fund still held by NWLDC on KPC's behalf.

Q3 With regards to the £50K (+ £50K matched funds) that is currently held by NLWDC on behalf of KPC, has this been earmarked for any specific purpose?

Answer: £50k is currently held by NWLDC on behalf of KPC and KPC would need to apply to NWLDC for its release.

MoP1: Re the church wall project and borrowing via PWLB, how is KPC to publicise/consult? NH confirmed KPC would hold a physical meeting and use the website, noticeboards etc. to communicate.

### **33/21 To approve and sign the Minutes of the Parish Council Meeting held on Monday 4<sup>th</sup> January 2021 and the Extraordinary Meeting held on Monday 18<sup>th</sup> January 2021**

**RESOLVED:** 4<sup>th</sup> January Minutes: CS advised she left the meeting early which was not included. RS asked for confirmation of resolution 10/21. VR confirmed the wording. 6/21 RP advised he'd made the intervention. CC had informed VR via email his interest in planning matter at 118 Station Road was pecuniary. Subject to the amendments, Cllrs agreed the Minutes of 4<sup>th</sup> January.

18<sup>th</sup> January Minutes: RS believed that KPC had not agreed to certain budget figures. NH advised KPC would revisit and agree the Minutes at the March meeting, once clarified. RS also suggested a reason for the 1% precept increase should be included. NH agreed additional wording 'to reflect the current rate of inflation'.

### **34/21 To receive a Police Report**

**RESOLVED:** No Police were present at the meeting. MH reported on crime and incidents for December as follows: Derby Road near to M1 Island, drugs; Bridge Fields, criminal damage; The Ropewalk, criminal damage; The Croft, public order; Mulberry Gardens, burglary; Bedford Close, public order.

### **35/21 Financial matters**

- **To approve payments**

**RESOLVED:** Cllrs agreed payments.

- **To agree purchase of fixings to repair of equipment at Munnmoore Avenue - £39.36**

**RESOLVED:** Cllrs agreed purchase of the fixings at £39.36.

- **To agree to purchase of replacement net on Multi-play Junior equipment, SideLey Park - £468.72 plus VAT**

**RESOLVED:** Cllrs agreed purchase of the net from play equipment ear-marked reserves.

### **36/21 To review and adopt Financial Regulations**

**RESOLVED:** Cllrs agreed updated Financial Regulations.

### **37/21 To review and adopt Performance Review Policy and Performance & Development Form**

**RESOLVED:** EH highlighted a couple of points. 1. There are no amendments to either document which provide a sound framework for performance review. KPC has struggled on the continuity of adhering to the Policy due to COVID-19, the Clerk's more strategic role and lack of Deputy Clerk. KPC does need to work on the objectives and priorities of the Clerk. 2. The Policy allows for x2 Cllrs to carry out performance reviews and to give feedback, it is not proportionate to have a separate HR Committee for two employees. Previously, the reviews have been carried out by EH and CC. EH is happy to continue. (CC was not present at the meeting). The Chairperson is not included as they are in effect the line manager to the Clerk and so this enables VR to raise concerns to the Chair.

It was noted that RS had removed himself from the discussion at this point. EH expressed that she was hugely disappointed that KPC's newly elected Vice Chairman had not participated in this discussion given it was about the performance review and process for KPC's employees.

### **38/21 To agree Business Engagement Process for Kegworth Public Realm Project**

**RESOLVED:** Cllrs agreed the Business Engagement Process, subject to the following:

- the addition of businesses namely the new gift shop; Picture This on Dragwell; the owner of the premises at 2 Market Place and St Andrew's Church

- one virtual meeting should be a larger group, above 10 in number
- at least one parish councillor should be present at each virtual meeting
- communication with the businesses to take place before a design is prepared, which design should also be built on feedback that has already been passed on to NWLDC

**39/21 To agree a response to / note planning applications (PA), planning permissions (PP), planning consultations (PC) and listed building consent (LBC) from NWLDC including:**

- **20/00688/REMM** Reserve matters application for the erection of 13 dwellings (outline permission 17/01576/OUTM) at 118 Station Road  
**RESOLVED:** Cllrs agreed no comment
- **20/02009/FUL** Erection of two storey extension & other external alterations at 118 Whatton Rd  
**RESOLVED:** Cllrs agreed no comment
- **20/01951/FUL** Change of use from C4 small HMO to larger sui generis HMO for up to 9 people at 2 High Street  
**RESOLVED:** Cllrs agreed to object as parking is a significant problem on High Street which will be exacerbated by the number of people sharing this property who are all likely to have a vehicle. The number of sharers means additional movements and pressure on the property itself. The Parish Council echoes the comments made by the Conservation Officer. This Council understands that in relation to the Local Plan, NWLDC is considering including observations relating to the intensity of HMOs in Kegworth. Currently, there is concern that High Street is particularly affected due to this application at 2 High Street as well as two ongoing large HMO applications at 32 High Street and Kegworth House at 42 High Street.
- **21/00032/FUL** Single storey rear extension and loft conversion with rear flat roof dormer at 7 New Street  
**RESOLVED:** Cllrs agreed to object as this application is overdevelopment of the site and there is loss of amenity for the near neighbours. New Street is a narrow road where parking is a significant problem, which issues are underestimated by Leicestershire County Council.
- **21/00043/FUL** Conversion of undercroft to habitable living accommodation at 74 Pritchard Drive  
**RESOLVED:** Cllrs agreed to object as Pritchard Drive is a tightly planned estate road. The application to convert will mean that the occupants will be relying on parking on the narrow street on a development which was built with the requisite number of spaces allocated to be off road.
- **20/01885/OUT** Outline application for the erection of one dwelling (All matters reserved) at 36 Packington Hill  
**RESOLVED:** Cllrs agreed to object to this application reiterating their comments made on 5th January as follows: *Cllrs object to this application as it is overdevelopment and over intensification of the site. The visibility of the access is insufficient. The statement made in relation to parking provision is blatantly untrue as parking is a significant problem on this street. The development has the potential to steal light and views from the neighbouring property.* In addition, it is noted that the position of the property has been moved forward in line with other properties however this means there is now no access to the rear. As a result, the refuse bins will be sited at the front of the premises where there is limited land to accommodate these and which will be out of keeping and unsightly.
- **20/01883/LBC** Demolition of the existing flat roof rear extension together with associated external and internal alterations at 10 High Street  
**RESOLVED:** Cllrs agreed to support all comments made by the Conservation Officer.
- **20/01882/FUL** Change of use from a restaurant to a dwelling house (Use Class C3) together with the demolition of the existing flat roof rear extension and associated external alterations at 10 High Street

**RESOLVED:** See 20/01883/LBC above

- To note planning permission in relation to the Rebuild of St Andrew's Church Wall; 13 Bridge Fields and Slack & Parr Limited. Consent to display advertisement at Slack & Parr Limited. Consent for works to trees at 13 London Road. Refusal of permission for development at 60 Station Road

**RESOLVED:** Noted by Cllrs

**40/21 Date of next meeting**

**RESOLVED:** Monday 1<sup>st</sup> March 2021 at 7.30pm

**41/21 To take a vote to discuss the next item in a closed session under Public Bodies (Admission to Meetings) Act 1960**

**RESOLVED:** Cllrs agreed to move into a closed session

**42/21 To discuss and agree matters relating to recruitment of a Deputy Clerk**

**RESOLVED:** Cllrs agreed to recruit, but amend the job the title from Deputy Clerk to Admin Assistant. Further discussions to take place regarding procedure for advertising and interviewing.

**Close of meeting 9.40pm**