

MINUTES OF THE GLEN PARVA PARISH COUNCIL MEETING HELD ON  
15 NOVEMBER 2021 AT 7.00PM AT GLEN PARVA WAR MEMORIAL HALL DOROTHY  
AVENUE GLEN PARVA LEICESTER.

CHAIRMAN Mr S Sidorowicz

COUNCILLORS Mr J Allen, Mr R Archer, Mr P Boatman, Mr D Brown, Mr H Embley,  
Mrs S O'Connell, Mr J Partridge, Mr M Prideaux, Mrs J Turner,

OFFICERS Mrs J Pollard – Parish Council Manager

Mrs C Merrill – District Councillor

One member of the public

Fc21/251 To Receive and Approve Apologies for Absence  
**RESOLVED: To approve apologies from Councillors Capewell,  
Martin and Probert.**

Fc21/252 Consideration of Code of Conduct and Standard Issues  
No items were raised.

Fc21/253 To Receive and Approve for Signature the Minutes of the Glen Parva  
Parish Council on 18 October 2021  
**RESOLVED:** These were signed and accepted as a true record.

Fc21/254 Minutes of Meetings for Information  
1. Planning Leisure and Environment Committee Meeting – 4 October  
2021  
2. Memorial Hall Management Committee Meeting – 4 October 2021  
These documents were received and noted.

Fc21/255 Representative from Ministry of Justice re Prison in Glen Parva  
– Ms Raj Singh

Ms Singh was unable to attend due to ill health but has been invited to  
attend the December council meeting.

Fc21/256 Report from District Councillor – Mrs C Merrill  
Councillor Merrill reported the following:

- There is no firm date for the Cork Lane Development Planning  
Application to be taken to the Planning Committee at Blaby District  
Council but it is expected to be early 2022.
- The next date for the consultation of the Local Plan is to be early  
2022.
- There is no further news on the opening of the public toilets in Blaby  
village.

Councillor Merrill was thanked for her contribution.

Fc21/257 Public Participation  
No items were raised.

Fc21/258 Consideration of Financial Matters

1. Payment of Accounts – November 2021.

BACS	EMPLOYEE COST SUMMARY	Salaries November 2021	6269.35
BACS	Inland Revenue	Tax and NI to 5 December 2021	1359.45
BACS	LCC	Superannuation Contribution	1814.25
BACS	J Pollard	Working from Home 20/9-30/9/21	10.80
BACS	R Ayton	Working from Home 20/9-30/9/21	3.60
BACS	J Pollard	Phone & Printing Costs	25.98
BACS	L Smart	Bond Refund for Hire on 24.10.21	125.00
BACS	AGA Print Limited	1000 x Bookmarks Glen Hills Together	46.48
BACS	Signs Express	Finger post Signs	390.00
BACS	M&BG Limited	Routine Grounds Maintenance Oct 21	557.00
BACS	Arthur J. Gallagher Insurance	Motor Insurance 01.12.21 to 30.11.22	474.61
BACS	Astley Computers	Computer Hard Drive & Maintenance	265.00
BACS	4 Imprint	100 x Cotton Bags Glen Hills Together	400.74
BACS	Guardian Protection Services	Intruder Alarm Activation 29.10.21	54.00
BACS	Café Renaissance Ltd	8kg Coffee Beans	138.70
BACS	HS Virtual	Accounts Support Nov 21	392.25
BACS	Rialtas Business Solutions Ltd	Move Software to New Computer/PC	30.00
BACS	ESPO	Stationery & Equipment Sept & Oct 21	58.80
BACS	J Unwin Electrical Ltd	Replacement Lighting - Corridor	480.00
BACS	Reids Playground Maintenance Ltd	Repair to Xplorer Bridge D.Ave Playground	492.00
VISA	Booker Limited	Cafe Provisions Nov 21	284.84
VISA	Tesco	Diesel for Work Vehicle 25.10.21	56.38
VISA	Amazon	Hand Gel & Hand Towels / Dictaphone	172.55
DD	Kennet Equipment Leasing Ltd	Coffee Machine Rental Dec 21	115.28
DD	Southern Electric	Mem Hall Electricity 29/6-30/9/21 Credit	-549.09
DD	Southern Electric	Café Electricity 2/10-1/11/21	144.91
DD	Personnel Advice & Solutions Ltd	Personnel Advice Services Nov 21	120.00
DD	BT	Café Phone Charges Oct 21	39.61
DD	Onecom Limited	Office Phone Charges Nov 21	88.78

**RESOLVED** to approve this document.

2. Income and Expenditure September 2021.  
**RESOLVED** to approve this document.

3. Bank Balance Sheets – September 2021.  
**RESOLVED** to approve this document.

4. Consideration of Additional Signage for Glen Hills Library and The Park Café.  
It was **RESOLVED** to that Councillor Allen would purchase 3 x A2 and 7 x A3 directional signs at a cost of £99.50.
5. Consideration of Car Park Lighting quotes.  
It was **RESOLVED** to approve the quote of £1225 from J Unwin's to replace the faulty lights with LED lights in the carpark.
6. Consideration of Replacement Anti-slip Strips on Moat Site Bridge.  
It was **RESOLVED** to replace the anti-slip strips on the bridge at a cost of £150.

- Fc21/259 Consideration of Financial Regulations – Review 2021  
With the exception of a spelling error, it was **RESOLVED** to approve this document. Members were informed that as meetings are face to face, the ratification of payments will now be done prior to the meeting, by two councillors, with effect from 1 January 2022. The internal audit procedure will be revised to reflect this.
- Fc21/260 Land at Rear of 57 Westview Avenue – Update  
A surveyor for this land has been appointed by the builder, however the Terms and Conditions were not acceptable for the Parish Council. Details have been sent to the surveyor and a response is being waited for.
- Fc21/261 Navigation Drive Open Space/Bovis Homes – Update  
It was **RESOLVED** to arrange a meeting between Councillors Boatman, Partridge and Sidorowicz and Blaby District Council prior to the end of the year if possible.
- Fc21/262 Consideration of Christmas Gate Closure – The Bridle/Holt Acre  
It was **RESOLVED** to lock the gate at 6pm on 24 December and unlock at 8.00am on 26 December 2021.
- Fc21/263 Consideration of Office Closure – Christmas 2021  
It was **RESOLVED** to close the office at 12.30pm on 23 December 2021 and re-open at 8.30am on 4 January 2022.
- Fc21/264 Drainage issues on Dorothy Avenue Playing Field – Update  
Councillors Boatman and Partridge have visited the site and investigated the issue. It was **RESOLVED** that a drain needs to be fitted in the area to re-direct the water. Quotes to be obtained.
- Fc21/265 Consideration of Parish Council Events  
1. Consideration of Raising the Green Flag – 2021/22  
It was **RESOLVED** to defer the raising of the green flag until the re-opening of the library and combine the two events together.

- Fc21/266 Glen Hills Library - Update
- Members were reminded of the Bonfire Radicals Event taking place on Saturday 20 November 2021.
  - The re-opening of the Library and Café will take place early next year and include the raising of the Green Flag, Photographic Exhibition. This event is to be publicised well and Leicester Mercury and Radio Leicester are to be invited.
- Fc21/267 The Park Café – Update
- The invitations for the volunteers Christmas Party are to be distributed as soon as possible. All other arrangements are in hand and volunteers are available to help on the day.
- Fc21/268 Parish Council Manager Report  
The Parish Council Manager reported the following:
- Another bollard has been broken at the entrance to Dorothy Avenue Playing Field – should any more be damaged then a different style may need to be sought.
  - Newsletter delivery may be an issue again for December. Further quotes are being sought.
  - A Book of Condolence is to be purchased.
- Fc21/269 Highways Matters (for information only)  
No issues were raised.
- Fc21/270 Reports of Representatives (for information only)  
The turnout for the Remembrance Service was very good. A review of the event, including the start time, is to be an agenda item for March 2022.
- Fc21/271 Items for Information Only  
No items were raised.
- Councillor Merrill and a member of the public left at this point in the meeting.
- Fc21/272 Public Bodies (Admissions to Meetings) Act 1960.  
It will be proposed that the press and public be excluded for the following item on the grounds that information would be prejudicial to the public interest for the reasons of confidentiality.
- Staffing Matters  
Councillor Sidorowicz updated members on the current staffing matters.
- Fc21/273 Date of Next Meeting  
**RESOLVED** - 20 December 2021 7.00pm

**Meeting Closed at 8.30pm**

JP  
18 11 21

DRAFT

7120

Chairman \_\_\_\_\_ 20 December 2021