

**MINUTES OF THE MEETING OF GROBY PARISH COUNCIL  
HELD AT THE PARISH COUNCIL OFFICE, LEICESTER ROAD, GROBY  
ON 10<sup>TH</sup> FEBRUARY 2025 COMMENCING AT 7.00PM**

**Councillors Present:** Cllr C Lincoln (Chair) Cllr P Batty Cllr S Beck Cllr L Emmerson  
Cllr D Hyde Cllr C Mullins Cllr N Jones Cllr G Richardson  
Cllr L Trivett Cllr C York

**Also Present:** Parish Clerk Deputy Clerk  
Borough Councillor M Cartwright  
County Councillor O O'Shea  
Members of the Public - 6

**COU/190/24-25 Chairman's Welcome**

The Chairman welcomed all to the meeting and announced that the meeting was being recorded.

**COU/191/24-25 Apologies for Absence**

Apologies were received from Cllr G Baker, Cllr N Clarke, Cllr K Griffiths, Cllr Hollick and Cllr S Jones. It was **RESOLVED** to accept these apologies. Cllr L Collins was absent.

Apologies were also received from Borough Cllrs Lambert and Harris.

**COU/192/24-25 Declarations of Interest and Requests for Dispensations**

Cllr L Trivett declared an interest in Groby CIC (not pecuniary due to only holding 1 share)  
Cllr C York declared interests in the Village Hall and Groby CIC (not pecuniary due to only holding 1 share)

Cllr Batty made a point of order in relation to the agenda item relating to Groby CIC stakeholders stating for the record that anyone who was a precept payer in 2011 qualifies as a stakeholder.

Cllr Batty declared a personal interest in Agenda Item 10 Correspondence Number 61 and Agenda Item 14 as a Groby CIC Stakeholder. Personal interest in Agenda Item 10 Correspondence Number 64 in relation to Stamford Park. Personal interest in Agenda Item 11ii External Auditor and personal interests in Agenda Item 12 Groby Junior Permit as an affected resident.

Cllr Hyde declared an interest in Groby Juniors Football Club and would recuse himself from the meeting at Agenda item 10 Correspondence number 64 and Agenda item 12.

**COU/193/24-25 Minutes**

**i. To approve the minutes of the Meeting of Council held on 13<sup>th</sup> January 2025**

It was **RESOLVED** that the minutes of the Meeting of Groby Parish Council held on 13<sup>th</sup> January 2025 be approved and signed by the Chairman as a true and accurate record.

Cllr Batty, Cllr G Richardson and Cllr D Hyde abstained.

Cllr S Beck joined the meeting 7.15pm

**COU/194/24-25 Police Report**

A Police Beat Report was included in members' packs and was **NOTED**.

Cllr Hyde informed members that he has a meeting set up with the Police & Crime Commissioner (PCC) and potential questions were discussed. It was **AGREED** for Cllr Hyde to raise the following concerns;

- (1) Are the police going to enforce the rules regarding electric bikes and scooters to the rural areas as they have done in the City.
- (2) In light of the extra money that the police have received from the Government, will there be an increase in police presence

- (3) A record rise in the police precept is expected. Is this true and if so, what will the public see in return for this.

**COU/195/24-25 County Councillor Report**

A report from County Councillor O’Shea was circulated to members at the meeting. This was **NOTED**.

The County Councillor’s report detailed:

- County Council Elections being held on 1<sup>st</sup> May 2025
- Severn Trent Road Works on Ratby Road and Leicester Road, Groby on 18/19 February 2025, Groby
- Petition to Save our Post Offices in Groby and Ratby
- Making Space for Nature Survey – Have your Say

**COU/196/24-25 Borough Councillor Reports**

**i. A report from Borough Councillor Cartwright detailed:**

- Support for petition and motion to save Groby and Ratby Post Offices
- HBBC Annual Rural Conference being held in March
- New building for waste has been secured in Hinckley
- Personally, pleased that County Cllr elections to go ahead in May
- Devolution: HBBC’s as an administration would prefer things to stay as it is. Second preferred option is the North-West or East-South divide. Creates uncertainty
- Parking at Hinckley Hub is currently restricted. Work is in progress to make changes to the parking due to parts of the carpark being allocated for other agencies to use.

There were no further Borough Councillor reports.

**COU/197/24-25 Public Participation**

A member of the public raised concern in relation to the potential closure of the local post offices.

A member of the public requested an explanation as to why the meeting on 3<sup>rd</sup> February had been cancelled and requested an apology. The Chairman explained that unfortunately there had been an error with publication of the agenda on the website which meant that 3-clear days’ notice had not been given which is a legal requirement. The Chair apologised for the inconvenience that this may have caused.

**COU/198/24-25 Clerk’s Report**

**i. To inform Council of further incidents of anti-social behaviour on Marina Park**

Members were informed of further incidents of anti-social behaviour on Marina Park which had involved electric bikes and scooters riding over the grass, creating deep tyre marks and causing significant damage. The incidents had been reported to the Police and the local Beat team had agreed to patrol the area

**ii. Council Website**

Members were informed that the new website was ready to be launched and it was hoped that this would go live by the end of the week with new e-mails being rolled out over the next few weeks.

**COU/199/24-25 Correspondence**

61.	Groby CIC	To receive correspondence from Groby CIC in relation to the land transfer and Severn Trent licence fee	Correspondence from Groby CIC was included in members’ packs and discussed. Cllr Batty stated that he was opposed to any assets being transferred to Groby CIC until a proper Meeting of the Shareholders for decisions to be agreed had taken place.  It was <b>RESOLVED</b> to request additional information in relation to Groby CIC’s accounts and the corporation tax liability which is due and to ensure that the possibility of exemption has been explored. It was further <b>RESOLVED</b> to delegate authority to the Clerk to action the resolution.
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62.	County Cllr O'Shea & Local Resident	To receive correspondence from County Cllr O'Shea and further correspondence from a resident in relation to flooding issues on QEII / Meadow Court Road	<p>Correspondence was included in members' packs. Cllr Hyde stated that it would be advisable for Council to discuss in Closed Session as due to the potential legal ramifications. It was <b>AGREED</b> to proceed as far as possible.</p> <p><i>Standing Orders were suspended at 8.15pm</i></p> <p>County Cllr O'Shea advised that Severn Trent had initially responded to say they did not own any assets on the land however a senior Severn Trent director was looking into it and he was awaiting their response. The flooding issues were discussed at length.</p> <p>County Cllr O'Shea agreed to send any records that LCC hold to the Clerk.</p> <p><i>Standing Orders were reinstated at 8.40pm</i></p> <p>It was <b>AGREED</b>:</p> <ul style="list-style-type: none"> <li>(i) To look through Council files for any documentation in respect of the land Council adopted</li> <li>(ii) For the Flood Action Team to meet with Severn Trent and furnish them with the residents' videos</li> <li>(iii) To recommend to residents to contact their own insurers</li> <li>(iv) For Council to contact their Insurance Company</li> <li>(v) For Cllr Cartwright to make representation to HBBC Planning to see if better quality plans of the site were available</li> <li>(vi) For further discussion to be deferred to Closed Session.</li> </ul>
63.	County Cllr O'Shea	To receive correspondence in relation to the potential closures of Groby and Ratby Post Offices	It was <b>RESOLVED</b> that Groby Parish Council fully support the County Councillor's petition.
Cllr D Hyde recused himself and left the meeting at 8.50pm			
64.	Leicestershire & Rutland County Football Association	To receive correspondence regarding a Feasibility Study for a 3G Football Pitch	<p>Correspondence regarding a feasibility study for a 3G football pitch on Stamford Park was included in members' packs and discussed.</p> <p>It was <b>RESOLVED</b> to respond to Leicestershire &amp; Rutland County FA to inform them that Groby Parish Council do not support the development of a 3G on Stamford Park on the grounds that the park is protected by Fields-in-Trust and also due to a belief that such a pitch would be in contravention of Council's byelaws.</p>
Cllr D Hyde rejoins the meeting at 9.00pm			

#### COU/200/24-25 Finance & General Purposes Committee

i. **To receive and note the draft minutes of the meeting held on 27<sup>th</sup> January 2025**

The draft minutes of the Finance & General Purposes Committee meeting held on 27<sup>th</sup> January 2025 were included in members' packs and were **NOTED**.

**To resolve the following recommendations from the Finance & General Purposes Committee from the meeting held on 27<sup>th</sup> January 2025:**

ii. **To note an update from the External Auditor**

A request for additional information / clarifications had been received from the External Auditor in relation to 2022-23 and 2023-24 Objections. This was **NOTED** and **AGREED** for the Clerk to work through the responses and bring back to the March meeting.

iii. **To receive and note Income & Expenditure Report and EMR Report to 23<sup>rd</sup> January 2025**

The Income and Expenditure budget report and EMR report to 23<sup>rd</sup> January 2025 were included in members' packs. These were **NOTED**.

iv. **To receive and note the verified bank reconciliation to 31<sup>st</sup> December 2024**

The verified and signed bank reconciliation, showing a bank balance of £223,292.72 to 31<sup>st</sup> December 2024, was included in members' packs. This was **NOTED**.

v. **To approve payments of accounts and to note income:**

A payment schedule detailing net payments of **£19,695.93** was included in members' packs.

It was **RESOLVED** to approve the Payment Schedule and make all the payments that were presented to the meeting. Cllr Batty abstained.

<b>Groby Parish Council</b>				
<b>10th February 2025</b>				
<b>PAYMENT SCHEDULE</b>				
<b>Payee</b>	<b>Details</b>	<b>Net Amount £</b>	<b>Vat £</b>	<b>Gross £</b>
Stallard Kane	Health & Safety Advisors	148.50	29.70	178.20
PEAC Ltd	Telephone System Lease Rental	119.57	23.91	143.48
Digital Communications	Telephone Line Rental / Calls / Broadband	153.27	30.65	183.92
Scottish Power	Cemetery electricity	52.38	2.62	55.00
Various	January 2025 Salaries	8,532.78	-	8,532.78
HMRC	Tax & NI - January 2025	2,370.23	-	2,370.23
Leicestershire County Council	LGPS - Pension January 2025	2,919.81	-	2,919.81
Various	Mileage - January 2025	96.53	-	96.53
GPC Employee	Key Cutting for Replacement Cemetery Strong Room Key	8.00	-	8.00
Pubpay & Stonehenge	Payroll Services: January 2025	20.70	4.14	24.84
Roma Landscapes	Grounds Maintenance : January 2024	1,833.33	366.67	2,200.00
AllStar Fuel Card	Van Fuel: 23.01.25	33.01	6.60	39.61
Sharp	Photocopying Charges: 29/11/24 - 24/12/24	31.07	6.21	37.28
Granart Memorials	Kerb Plaques x 2	168.00	-	168.00
JSB Tree Works	Tree Works - Cowpen Spinney	2,000.00	400.00	2,400.00
Water Plus	Qtrly Cemetery Water Charges	40.97	-	40.97
Fleet (Line Markers) Ltd	Pitchmarking fluid (Super C) x 4	129.24	25.85	155.09
George Walker Ltd	Tanalised wood / postcrete for repair of Cemetery pergola	126.70	25.34	152.04
SLCC	Clerk's Annual Membership Fee	300.00	-	300.00
Arco	PPE Safety Trainer	31.14	6.23	37.37
Groby & Field Head Spotlight	January Edition: Gatelocker vacancy advert	65.00	13.00	78.00
ESPO	Cemetery sundries	25.70	5.14	30.84
Information Commissioner's Office	Annual Data Protection Fee 2025-26	40.00	-	40.00
LRALC	Internal Audit Service 2024-25	450.00	-	450.00
		<b>£ 19,695.93</b>	<b>£ 946.07</b>	<b>£ 20,641.99</b>

A Receipt Schedule detailing Income of **£2,865.91** was included in members' packs. This was **NOTED**.

<b>10th February 2025</b>		
<b>RECEIPT SCHEDULE</b>		
Amounts received since last meeting		
<b>Name</b>	<b>Description</b>	<b>Amount £</b>
Druck Limited	Annual Car Park Rent	1087.09
Lee Cooper Independent Funeral Director	Cemetery Fees	373.00
Leicestershire County Council	Shire Grant	297.82
Groby Juniors	Permit Fee (Dec 24) and Linemarking Charges	229.00
Richard Ward Funeral Services	Cemetery Fees	738.00
Central England Co-op Funeral Services	Memorial Permit Fee	141.00
	<b>Total</b>	<b>£ 2,865.91</b>

Cllr Hyde recused himself and left the meeting at 9.05pm

**COU/201/24-25 Groby Juniors Football Club** - To review and agree the Groby Juniors Football Club Permit & Fee for 2025-26  
The 2024-25 Permit was included in members packs and the terms and conditions of use reviewed.

It was **RESOLVED** for the Terms and Conditions of Use to remain unchanged and to approve the Groby Juniors Football Club Permit for 2025-26. Cllr Batty abstained. Cllr Richardson voted against.

The Annual Permit Fee was discussed.

Proposed by Cllr Richardson and Seconded by Cllr Trivett for the Annual Permit Fee to increase to £1,200.  
Votes in Favour: 3; Votes Against: 5; Abstention: 1. Motion not carried

Proposed by Cllr Lincoln (Chair) and **RESOLVED** for the Annual Permit Fee to increase to £950 for 2025-26.  
Cllr Richardson and Cllr Beck abstained. Cllr Batty voted against.

Cllr Hyde rejoined the meeting at 9.20pm

**COU/202/24-25 Groby Pool Car Park** - To discuss and consider the gate keeping duties undertaken by Groby Parish Council  
It was **NOTED** that it was an unwritten agreement between Groby Parish Council (GPC) and Hinckley & Bosworth Borough Council for GPC to open/lock the gates and that this had been put into place in an attempt to prevent anti-social behaviour occurring and also at a time when HBBC wanted to completely close the car park.

It was **RESOLVED** for Groby Parish Council to continue with gate keeping duties at Groby Pool Car Park but to write to HBBC to see if they would be willing to make a contribution towards the mileage costs associated with the gate keeping.

**COU/203/24-25 Public Interest Report – Engagement with Groby CIC Stakeholders**

To approve the placing of an advertisement in the Groby & Field Head Spotlight, at a maximum cost of £190 in order to fulfil the recommendation of the Groby CIC Review Solicitors' Report to produce a reliable Register of Members

It was **RESOLVED** for an advertisement to be placed in the March edition of the Groby & Field Head Spotlight at a maximum cost of £190.

Chairman's Initials \_\_\_\_\_

**COU/204/24-25 To confirm the date and time of next meeting**

The date of the next meeting is scheduled for Monday 3<sup>rd</sup> March 2025 at 7 pm.

**COU/205/24-25 RESOLVED to move into Closed Session to exclude members of the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to consideration of staffing matters and potential legal ramifications**

**COU/206/24-25 Staffing Matters**

**i. To confirm the recruitment process for the Gate Keeper vacancy**

An update was provided on the recruitment process to date.

It was **RESOLVED** for the Clerk, Cllr Trivett and Cllr Griffiths to form a Recruitment Panel and to delegate authority to the Recruitment Panel to carry out the interviews and to appoint a Gate Keeper.

The Chair extended Standing Orders for a further 10 minutes

**ii. To consider an annual leave request**

An annual leave request from a staff member was considered.

It was **RESOLVED** to approve the annual leave request on the proviso that certain criteria are met and for Council’s decision to be put in writing accordingly.

**COU/199/24-25 Correspondence 62 – Flooding Issues on QEII**

Due to insufficient time this agenda item was deferred to a future meeting

**The meeting closed at 10.10 pm**

Signed:.....

Date:.....