

MINUTES OF PARISH LIAISON MEETING

Wednesday 22 June, 5pm

Council Chamber, Council Offices

Attendance		
<p>Alain Skelding, Normanton le Heath Parish Council Cllr Nicola Burbidge Mullen, Belton Parish Council Cllr Russell Johnson, Hugglescote and Donington le Heath Parish Council Fiona Palmer, Castle Donington / Coleorton Parish Council / Swannington Parish Council Lorraine Upton, Charley Parish Council Simon Weaver, Hugglescote and Donington le Heath Parish Council</p> <p>Presenters Catherine Ridgway, Community Focus Officer, NWLDC Gillian Squires, Community Focus Officer, NWLDC John Kilcoyne, Deputy CEO, LRALC Kelly Grove, Oakthorpe, Donisthorpe and Acresford Parish Council (Chair, virtual) Lily Walker, Recycle More Officer, NWLDC</p> <p>Councillors/Officers Amy Flint, Communities Administrative Support Officer, NWLDC Emma Trahearn, Community Focus Team Leader, NWLDC Jason Knight, Leisure Services Team Manager, NWLDC John Bright, Waste Services Development Officer, NWLDC</p> <p>Apologies sent Colin Manifold, Measham Parish Council Dawn Roach, Measham Parish Council Ja'Neen Day, Charley Parish Council Jan Shepherd, Heather Parish Council Karen Hill, Ellistown and Battleflat Parish Council Mark Rogers, Coleorton Parish Council Martin Buczkiewicz, Osgathorpe Parish Council Melanie Mitchell, Ashby Town Council Nicola Land, Ibstock Parish Council / Worthington Parish Council Ray Sutton, Kegworth Parish Council</p>		
	Detail	Actions
1.	<p>OPENING THE MEETING – Kelly Grove, Clerk at Oakthorpe, Donisthorpe and Acresford Parish Council</p> <ul style="list-style-type: none">• KG welcomed all attendees and presenters to the meeting.	
2.	<p>UPDATE REGARDING THE ADDITIONAL GARDEN WASTE COLLECTION SERVICES – Lily Walker, Recycle More, NWLDC</p> <ul style="list-style-type: none">• LW gave an update on the additional garden waste collection services that started this month.• Residents can now have an extra garden bin; however they will need to pay £45 per extra bin, per subscription year (to the end of May).• There is now no limit to how many extra garden bins allowed per household.• Leaflets went out to all households earlier in the year to communicate the changes.• 1319 subscriptions approximately to date since the service launched on 1 June 2022.• Online sign-up form has been updated to improve the user experience.• Useful links: www.nwleics.gov.uk/paygardenwaste, www.nwleics.gov.uk/extragardenwaste_faqs,	

	<p>recycling@nwleicestershire.gov.uk</p> <ul style="list-style-type: none"> For further advice on alternate garden waste recycling options: www.nwleics.gov.uk/mywaste <p>Q. How much does NWLDC make from recycling garden waste?</p> <p>A. We don't make any income from this. It is taken to Lount tip for use on agricultural land.</p> <p>Q. Do you plan to ask bin operatives to check the black bins for additional garden waste?</p> <p>A. Yes, we do ask them to check this already. We would be able to reject any black bins found to hold this type of waste as per policy.</p>	
3.	<p>DISCUSSION TOPIC, RECRUITMENT – Kelly Grove, Clerk at Oakthorpe, Donisthorpe and Acresford Parish Council and John Kilcoyne, Deputy CEO, LRALC</p> <p>Q. How do we get people interested in being involved in local government, particularly parish/town councils?</p> <p>A. Shared from a parish council - Get them involved in the community events as volunteers. This can help to build bridges, share information, and generally get residents involved by engaging them directly. A good example of this are the recent Jubilee events, which offered good opportunities to connect with new people. Looking for win/win opportunities is also beneficial, such as engaging with the local schools and identifying their own agendas and how they may align with those of the parish or town council.</p> <p>Q. The annual parish meeting is a good opportunity to have a chat to residents, although it can be poorly attended. Can it be held earlier in the day?</p> <p>A. The formal meeting must be from 6pm due to legislation, however you could offer things to encourage people to come before that time. Use this meeting as an opportunity to get people involved in what is happening in their local community.</p> <ul style="list-style-type: none"> • Visibility is a key factor in engaging people with the parish or town council; social media pages and newsletters can also play a part in this. • For new residents, welcome packs can be a good idea to introduce the council and provide key information about who they are, where they meet and the key issues or priorities, as well as whose responsibility it is to address certain things (parish/town or district council). • Social media can be effective if used well but can cause problems if not managed properly. • Ask volunteers if they would like to join the council or invite them to a meeting. • Look at the local council award schemes. • Consider when you hold your meetings – can certain demographic groups within your community not make those timings, e.g., those with young families and children to consider. • An example from a parish was they conducted a community quiz and at half time they conducted the annual parish meeting they had great attendances at that annual parish meeting. <p>Web resources to help with recruitment:</p> <ol style="list-style-type: none"> 1. NWLeics DC https://www.nwleics.gov.uk/pages/elections 2. Be a councillor www.local.gov.uk/be-councillor 3. NALC www.nalc.gov.uk/our-work/local-elections 4. Breakthrough communications https://breakthroughcomms.co.uk/calc-training-events https://breakthroughcomms.co.uk/training/ 	

	<p>5. LRALC website How to effectively engage with young people Leicestershire & Rutland Association of Local Councils (leicestershireandrutlandalc.gov.uk) Recruiting new councillors: strategies and tactics to find new people Leicestershire & Rutland Association of Local Councils (leicestershireandrutlandalc.gov.uk)</p> <p>Q. How many parishes locally have contested elections? A. Unsure of answer – will find out and report back to parish who asked and in a future newsletter.</p> <p>Q. Are the training courses free? A. No, they are subject to normal charges and are all online. Engaging with young people and recruitment of new councillors will be focussed on next.</p> <p>Q. Can we have TTRO training for volunteers? A. We will explore this with LCC.</p>	
4.	<p>TRAINING FOR YOU – Catherine Ridgway, Community Focus Officer, NWLDC</p> <ul style="list-style-type: none"> • Series of future training dates to be offered in conjunction with LRALC. • Trauma Informed Practice in-house information sessions to be delivered by Charlotte Keedwell, Serious Violence Reduction Officer, NWLDC, at the Council Offices on Tuesday 28 June. Two sessions available. • Playground Inspections at Council Offices and Coalville Park (practical element) – 8 September at 9am, bookable through LRALC. £60 per place, subsidy of £20 per place available from NWLDC – £40 payable by Clerks and Councillors. • Future training: S106 – 4 October. Invite to be sent in due course. • Leisure Services Team working on playing pitch review and cycling and walking plan in collaboration with Sustrans – links in to S106. • If you feel there is any training you would like us to consider delivering, please make your suggestions. • Other LRALC training in conjunction with LCC: 4 July 2022 – Levelling up, Climate Emergency, Neighbourhood Planning. • Link to book LRALC training: https://www.leicestershireandrutlandalc.gov.uk/training-reservations.html <p>Q. Could you offer manual handling training? A. We have our own in-house training for this via our H&S officers. We can look in to offering this to parish/town councils. This is also being considered by LRALC but nothing planned in as yet.</p> <p>Q. Will the Playground Inspections course run again on an alternative date? A. Usually twice per year so probably again in around October but not necessarily in North West Leicestershire.</p> <p>Q. Neighbourhood Plan training would be useful. A. We can pick this up with Planning Policy colleagues after a good event in March 2020 and report back at a later date.</p>	
5.	<p>BRINGING BACK THE PARISH FAIR – Gillian Squires, Community Focus, NWLDC</p> <ul style="list-style-type: none"> • The Parish Fair is scheduled to be held on Tuesday 27 September – tried to avoid as many clashes with parish and town meetings as possible. • Will follow the same format as 2019, between 5-8pm. • Great opportunity for Clerks and Councillors to connect with NWLDC Officers and ask any questions they would like. • To be held in Stephenson College – market stalls and information sessions. • If there are any bitesize training sessions that would be of use, please let us know. There could be the opportunity to extend these to full sessions at a later date if the demand is there. • Refreshments will be provided on the evening. • ‘Save the date’ communication will be sent out soon. 	

6.	<p>DISCUSSION TOPIC, YOUR VIEWS FOR FUTURE PARISH LIAISONS</p> <p>Thoughts included:</p> <ul style="list-style-type: none"> • In-person can be tricky with timings but can feel more engaging than via Teams. • Parish liaison meetings are a good opportunity to meet others but perhaps we need to 'get back in to it' after Covid. They are important and worth making the effort. • Dates in advance would help. • Ask people that haven't attended today why they haven't. • Representation pre-covid was much better but NWLDC would like input from parishes on how to move the meetings forward rather than direct them as a district council. 	
	<p>CLOSE</p>	
	<p>NEXT MEETING – Parish Fair, 27 September 2022 (details to follow in due course)</p>	