

CARLTON PARISH COUNCIL

**Minutes of a meeting held at Saint Andrews Church, Main Street, Carlton at 1930 hrs
on Wednesday 13th April 2011**

Present: W R Sharp (Chairman), J H Boston, R H Edmunds, D J Frazer (Councillors),
I D Ould (County Councillor), C J Peat (Clerk).

1. Apologies for absence

It was resolved that an apology from Cllr Moseley be accepted.

2. Personal or prejudicial declarations of interest in respect of items on the agenda

None were declared.

3. Minutes of the meeting of 9th March 2011

It was resolved that the minutes be confirmed and signed by the Chairman.

4. Reports from members of other public authorities

a) Leicestershire County Council

Cllr I D Ould reported on local issues in which he had been involved, and on recent LCC Cabinet business. Cllr Ould left the meeting at this point.

b) Leicestershire Constabulary

PBO D Riley reported that there had been no reported crime in Carlton during March. Crime across the Hinckley and Bosworth area had fallen by 13.7% (918 fewer) over the previous year. The end of year figures were the best for six years: house burglaries were down by 28.4%; serious violent crime down by 32%; burglary other than dwelling down 26.3%; and theft from motor vehicle down by 19.9%.

5. Progress report on the affordable housing project

Mrs E Smithard (NCHA Project Manager) had reported that the project would go forward in the offer from NCHA to the HCA at the beginning of May. It was envisaged that comments from the HCA on the proposal might be available for report to the June PC meeting.

Mrs Smithard had asked the Clerk to provide local information on the sewer, surface water drainage and highway visibility requirements; this work was in hand.

6. Survey of the horse chestnut tree in the churchyard

It was resolved that H&BBC Grounds Maintenance and Cleansing Services be commissioned to carry out a survey of the horse chestnut tree in the churchyard at a cost of £70 + VAT.

7. NHS PCT Rurality Consultation

Carlton had been defined as a rural parish; Market Bosworth as urban. These definitions carried implications for the dispensing of prescriptions by the surgery. **It was resolved** that the PC request that Market Bosworth be defined as a part rural parish.

8. Appointment of Youth Champion

It was resolved that Mrs R Yule be invited to become one of the parish Youth Champions.

9. Reports of meetings attended: Report 2011-05

a) Bosworth Community Forum

b) Ashby Canal Landscape Project

It was resolved that these reports be noted.

10. Information display about Carlton Stone

It was resolved that the Clerk be authorised (i) to prepare designs and costings for a display about Carlton Stone, and (ii) to approach landowners about siting the display on their land, with a view to submitting a project proposal to the Ashby Canal Landscape Project.

11. Planning matters

a) Affordable Housing SPD and Rural Needs SPD

It was noted that the above documents had been adopted by H&BBC on 24th February 2011.

b) Comments on planning applications submitted and determined

10/00956/FUL Extension and alterations to dwelling, 19 Main Street. Amended plans approved with standard conditions.

11/00025/FUL Erection of one new dwelling, adj Willows, Shackerstone Walk. Amended plans approved with conditions, including provision of dedicated car parking and written scheme of investigation for archaeological work.

12. Correspondence

Election. The Returning Officer had advised that the election for Parish Councillors had been uncontested, and therefore that J H Boston, R H Edmunds, R G Moseley, W R Sharp and S G Tupling had been declared elected.

HMRC PAYE Policy. HMRC had withdrawn advice note EIM67320 on the tax treatment of payments made by PCs to their Clerks, and issued new guidance. From 6th April 2011 the PC must register as an employer with HMRC and operate PAYE on the Clerk's income: there was no other acceptable tax treatment applicable to Parish Clerks. The Clerk had registered the PC as an employer by telephone, and was awaiting the introductory pack. This action **was approved.**

LTP3 – the LCC Local Transport Plan for 2011-2026 had been received as a pdf file and **was noted.** This policy document was a strategy and did not list or identify specific schemes.

Publicity Code - DCLG Circular 01/2011 Code of Recommended Practice on Local Authority Publicity had been received as a pdf and **was noted.**

Review of Statutory Duties. As part of the government's programme to cut red tape, the Clerk had received two spreadsheets detailing 1,294 duties, and asked to identify those that were unnecessary. **It was agreed** that the Clerk respond as he considered appropriate.

It was resolved that a list of digital communications and reports received be copied to each Councillor, and that copies be forwarded on request.

It was resolved that additional written documentation be circulated.

13. Financial matters

a) Quarterly financial report

It was resolved that Report 2011-06 be approved.

b) Receipt and payment accounts for the financial year 2010-11

The RFO presented the Receipts and Payments account book and supporting documentation. **It was resolved** that the Receipts and payments accounts be accepted, and they were signed off by the Chairman.

c) External audit

It was noted that the audit would be advertised on 2nd May; the accounts open to public inspection from 19th May to 17th June; and the date set for the exercise of elector's rights would be 20th June 2011.

14. Matters for report and questions and comments from the public

Cllr Duncan Frazer would retire from the PC on 5th May, having served as a Councillor since 2003. The Chairman presented Cllr Frazer with a card and framed photograph of the old buildings in Main Street where his house now stood.

Borough Councillor Rita Aldridge would also stand down in May, and **it was agreed** that a card and message of thanks for her work on behalf of the local community be delivered by the Clerk.

The Clerk reported with great regret the death of Mr Austin Roberts, District Secretary of LRALC.

The Leicester Mercury had published a series of advertisements for car boot sales in Carlton, with the first sale on Saturday 23rd April. The venue had been advertised as Bosworth Road, Carlton, but the postcode cited was for Lineage Farm, Congerstone Road. Motorists using satellite navigation systems would be directed to Lineage Farm. The actual venue was agricultural land across the road from Lineage Farm, and the access was between two blind corners on a narrow lane. This land was not owned by the current owners of Lineage Farm. Ms J Brader (H&BBC Enforcement Officer) had confirmed that Part 4, Class B of The Town and Country Planning (General Permitted Development) Order 1995 as amended, permitted the holding of a market for 14 days in total in any calendar year, though this did not apply if works of a permanent nature were carried out to facilitate the use. The organiser of the event had been advised by Mrs Caroline Davis that it would contravene her market rights, granted by Royal Charter in 1285, and the event had been cancelled. The advertisements had been pre-paid and printed, and were continuing to appear. The organiser of the event had been reported as saying that he had received over 100 bookings for the first event from car-booters. **It was agreed** that the Clerk liaise with the Police about the best way of dealing with the expected influx of vehicles on 23rd April.

The Chairman had received a complaint about dog fouling in Little Lane, and it had been suggested that the PC should install dog waste bins in the parish. The Clerk had also received adverse comments about the amount of dog fouling along footpath S77. This had been considered before: dog bins were expensive to install and empty, and those people who did not clean up after their pets would still not do so if a dog bin was provided. Market Bosworth PC pays Matrix Environmental £104 per quarter to empty all the dog waste bins in the parish (number uncertain, but quite a few). Some parishes were now removing dog waste bins because of the cost, and because dog waste could now be put in the grey domestic refuse bins. **It was agreed** that no further action be taken.

Mr Harvey and Mr Pointon **were thanked** for delivering 5 loads of topsoil to the Glebe Farm Green; the Clerk, Chairman and Mr Pointon **were thanked** for levelling the area; Mr Roderick **was thanked** for working the soil down and raking it; and the Clerk **was thanked** for sowing grass seed, which was now beginning to sprout. The stop tap cover for Glebe Farm needed re-setting, the rut on the West Green needed filling with topsoil, and a mulberry tree was to be planted, but otherwise this project was now complete. It had been anticipated that the project costs would be met by s106 developer contributions for play and open space, but all building projects in the parish were still on hold, and H&BBC had received no new money. **It was agreed** that the Clerk prepare a final statement of costs and liaise with the H&BBC s106 Officer.

Carlton Parish Plan group had met twice since the last meeting; minutes had been copied to Councillors and the RCC, and work had begun on compiling the questionnaire.

The CPPG had discussed The Gate public house, which was being offered for sale, and had suggested that the PC consider acquisition and operation as a community enterprise under developing Community Right to Buy legislation. This suggestion was considered unrealistic because the pub had been on the market for some time, and experienced operators had shown no interest in the business at the reduced asking price; the PC did not have the resources to purchase the business, nor the expertise to run it or oversee a manager; the long-term financial risks associated with the project would be too great. The PC was in no position to guarantee a loan or offer meaningful financial support to a purchaser; parishioners were considered very unlikely to support a share issue. **It was agreed** that the PC would take no further action.

The Chairman reported that the PCC planned to hold a table top sale and coffee morning at 34 Main St and the church on 9th July. **It was agreed** that the PCs mowing contractor be advised of this event, and asked to cut the grass shortly before this date if possible.

It was noted that the late evening and Sunday 153 bus services were to be withdrawn.

The Clerk **was congratulated** on the award of a Certificate in Local Council Administration with Distinction (p.1302/4 refers).

15. Next meeting

It was resolved that the Annual Parish Meeting and Annual Meeting of the PC be held at 1930 hrs on Wednesday 11th May 2011 at Saint Andrews Church, Main Street, Carlton.

The meeting closed at 2105 hrs.

Signed _____ **Date** _____

Abbreviations used in these minutes

CPPG	Carlton Parish Plan Group
DCLG	Department for Communities and Local Government
HCA	Homes and Communities Agency
H&BBC	Hinckley & Bosworth Borough Council
HMRC	Her Majesty's Revenue and Customs
LCC	Leicestershire County Council
LDF	Local Development Framework
LRALC	Leicestershire and Rutland Association of Local Councils
LTP	Local Transport Plan
NCHA	Nottingham Community Housing Association
NHS	National Health Service
PAYE	Pay As You Earn tax scheme
PC	Parish Council
PCT	Primary Care Trust
SPD	Supplementary Planning Document