

# CARLTON PARISH COUNCIL

## Minutes of a meeting held at Saint Andrews Church, Main Street, Carlton at 1930 hrs on Wednesday 27<sup>th</sup> July 2011

**Present:** R H Edmunds (Chairman), J H Boston, W R Sharp, S G Tupling (Councillors),  
one parishioner, C J Peat (Clerk).

### 1. Election of Chairman

**It was resolved** unanimously that Cllr Edmunds be elected Chairman.

Cllr Moseley had left Carlton, and had resigned from the Council on 11<sup>th</sup> July; the resulting casual vacancy had been advertised on the same day. If an election was not called, the vacancy could be filled by co-option at the next meeting.

Checks had later revealed that Cllr Moseley had made incorrect statements in his Declaration of Acceptance of Office. **It was resolved** that these matters be reported to the H&BBC Monitoring Officer.

**It was resolved** that advice be sought on current best practice for checking the credentials of prospective parish councillors.

### 2. Apologies for absence from Councillors

There were none.

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

None were declared.

### 4. Minutes of the meeting of 8<sup>th</sup> June 2011

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

### 5. Reports from members of other public authorities

#### a) Leicestershire Constabulary

PBO D Riley had reported that there had been no crime recorded in Carlton in June.

### 6. Glebe Farm Green project

**It was resolved** that Report 2011-15 on the Glebe Farm Green Project **be noted**.

### 7. Affordable housing project

**It was resolved** that Report 2011-17 on the affordable housing project **be approved** and the recommendations in it **be implemented**.

### 8. Report 2011-18 on the volunteer work programme for 2011-12

**It was resolved** that Report 2011-18 on the volunteer work programme for 2011-12 **be approved** and the recommendations in it **be implemented**.

### 9. Management of the PC's website

LCC proposed to introduce a charge of £150 pa for inclusion in the *leicestershireparishcouncils* website and associated support, in addition to the £40 every 2 years for registration of the domain name *carltonpc.org.uk* through Cuttlefish.

The current open market rate for registration of a *.uk* domain name was £3.00 pa, and for a basic website host package £2.50 pcm or £30.00 pa.

**It was resolved** that an attempt be made to create a basic independent website for the PC before the LCC deadline of 30<sup>th</sup> September, that Councillors be kept informed of progress, and that the position be reviewed at the October PC meeting.

#### **10. Planning applications submitted and determined**

**2011/0499/04 Re-use of derelict brownfield land for the purpose of windrow composting inside a building. Fenny Drayton.** **It was resolved** that the PC request a routing agreement via A444 and Fenn Lanes for all delivery vehicles.

**11/00474/FUL Extensions and alterations to dwelling. The Meadows, 4 Field Farm.** PC had no objection.

#### **11. Correspondence**

RCC invited applications to become trustees.

RCC invited contributions to Lord Mayor's Charity Appeal for Royal Anglian Regiment Benevolent Charity.

**It was resolved** that this documentation be forwarded to Carlton News.

H&BBC advertised vacancies on Standards Committee.

East Midlands Councils invited PC to take up membership. **It was resolved** that no response be made.

**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.

#### **12. Financial matters**

##### **a) Clerk's salary & expenses**

The Clerk presented his expenses book for examination, and **it was resolved** that the Clerk be paid £361.82 comprising £210.00 salary, £30 contribution towards broadband subscription and £121.82 approved expenses.

##### **b) Quarterly financial report**

The Quarterly Financial Report was checked, and the reconciliations checked against bank statements. **It was resolved** that Report 2011-16 **be approved**.

##### **c) Audit of accounts for financial year 2010-11**

The External Auditor had approved the PC's accounts for 2010-11 without qualification. The Internal Auditor had **been thanked** for his work in connection with the accounts. Cheques for the requisite fees were signed at the meeting.

#### **13. Matters for report and questions and comments from the public**

Cllr Tupling noted that the diamond jubilee of Her Majesty the Queen would occur in 2012. **It was agreed** to discuss ways of celebrating this event at the next meeting.

Sebastien Maynard (Youth Worker) had left the LCC Youth Service to undertake teacher training, and had **been thanked** for his work for the young people of Carton. The Carlton Youth Mobile would be operated by Youth Workers Sam Harrold ([samharrold@grobycoll.leics.sch.uk](mailto:samharrold@grobycoll.leics.sch.uk)) and Adrian Clifford ([Adrian.Clifford@leics.gov.uk](mailto:Adrian.Clifford@leics.gov.uk)) based at Hinckley Leisure Centre, and line managed by Stuart Cross ([Stuart.Cross@leics.gov.uk](mailto:Stuart.Cross@leics.gov.uk)).

Mr H Whitehead (Chairman of Market Bosworth PC) **was thanked** for repainting the parish milepost on Bosworth Rd.

The Clerk **was thanked** for levelling the headstone for J C C Gravell (Report 2011-13 refers), removing excess soil from the churchyard bank, and levelling and seeding a sunken area in the west side of the cemetery field.

**It was noted** that two variegated ivy plants had been set at the bottom of the fence along the north side of Carlton Green by the adjacent landowner. **It was agreed** that no action be taken on the grounds that the plants would screen the fence and enhance visual amenity without compromising use of the Green, but **it was noted** that the landowner would remain responsible for the maintenance of the plants and of the fence.

Mrs J Moseley had resigned as Assistant Editor of Carlton News, and from the Carlton Parish Plan Group.

Following complaints about speeding traffic heading north along Carlton Road, a site meeting with residents at Westfields, and email discussion with Councillors, the Clerk had asked LCC highways to consider improvements to the warning signage to the south of the junction between Carlton Road and Westfields Lane.

A sonic tomograph survey of the horse chestnut tree in the churchyard had shown that 80% of the wood was sound in a section of the stem 150mm above ground level: the structural integrity of the stem had not been compromised by the wood decay noted in the tree survey (Report 2011-14). The agreed contractor had been asked to carry out the recommended tree surgery (p.1367/5 refers).

The Clerk had been unable to attend the Hinckley & Bosworth Parishes Forum on 16<sup>th</sup> June at the Atkins Building, Hinckley (p.1368/9 refers).

The Chairman, Cllr Tupling and the Clerk had attended the Bosworth Community Forum (p.1368/9 refers). There had been useful presentations on funding: the proposal to create vegetable gardens on part of the Affordable Housing site would be eligible for a grant from the Awards for All Lottery Fund, even if the work was subject to planning conditions.

Cllr Sharp and the Clerk had attended the Affordable Rural Housing Workshop on 12<sup>th</sup> July at H&BBC at 1830hrs (p.1368/9 refers). Representatives of the HCA had been surprised by the strong support for affordable homes in the rural area, and the general frustration with a bureaucracy which made delivery a long, tortuous and uncertain process.

Cllr Sharp advised that the Quinquennial Inspection of the church would take place on 19<sup>th</sup> August.

The Tree Warden had attended a conducted tour of the Leicester University Botanic Garden on 27<sup>th</sup> July.

#### **14. Next meeting**

**It was resolved** that the next meeting be held at 1930 hrs on Wednesday 14<sup>th</sup> September 2011 at Saint Andrews Church, Main Street, Carlton.

The meeting closed at 2100 hrs.

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_

#### **Abbreviations used in these minutes**

CFG	Carlton Footpath Group
HCA	Homes and Communities Agency
H&BBC	Hinckley & Bosworth Borough Council
LCC	Leicestershire County Council
LRALC	Leicestershire and Rutland Association of Local Councils
LPA	Local Planning Authority
NCHA	Nottingham Community Housing Association
PAF	Parish Amenities Fund
PC	Parish Council
RCC	Rural Community Council
RHE	Rural Housing Enabler