

CARLTON PARISH COUNCIL

Minutes of a meeting held at Saint Andrews Church, Main Street, Carlton at 1930 hrs
on Wednesday 9th November 2011

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

1. Apologies for absence from Councillors

It was resolved that an apology from Cllr S G Tupling 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 12th October 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 current cabinet business and local planning issues in which he was involved. The PC's concerns about the Mobile Youth Club and the closure of footpath S68 were also discussed (see item 8, below). Cllr Ould left the meeting at this point.

b) Leicestershire Constabulary

PBO D Riley had reported one incident during October: theft on Bosworth Road on 22nd.

5. Neighbourhood Watch Co-ordinator

Mrs V Smith had resigned from this position, and **was thanked** for her work since November 2008, and for taking over this role and keeping it alive when no other volunteer could be found (p.1217/5, 1237/3c refer).

It was resolved that Mrs R Yule be appointed Carlton Neighbourhood Watch Co-ordinator.

6. Planning matters

a) Planning applications submitted and determined

11/00740/FUL Demolition of existing dwelling and erection of two dwellings, Treetops, Barton Road. PC had no objection in principle; drew attention to incorrect site boundary, inadequate access to rear gardens, errors in plans; requested conditions on finished site ground levels and surfacing of drives; noted potential overlooking problems; recommended that application include details of proposed boundary treatments.

11/00762/FUL Substitution of house type for Plot 8 of planning permission 08/00815/FUL. 83 Main Street. PC had no objections.

11/00767/CONDIT. Variation of condition 2 on planning application 06/00826/FUL for amendments to Plot 4. PC had no objections.

b) H&BBC LDF Areas of Special Character Review

It was resolved that draft comments be circulated and a final response be submitted by the Chairman and Clerk.

7. Reports of meetings attended

a) Bosworth Community Forum

The Clerk had represented the PC at the Forum on 20th October. **It was resolved** that the minutes be circulated for information.

b) Market Bosworth Parish Council

The Clerk had attended a special presentation by H&BBC on Neighbourhood Development Plans to a meeting of Market Bosworth Parish Council on 1st November. The necessary Regulations had not yet been made, and it was not certain how the system would operate, nor what the benefits would be. However, it was clear that the preparation and regular revision of the Neighbourhood Plan would be expensive. The Clerk recommended that no action be taken until the regulatory position was clear, and on the basis of the available information considered that a Neighbourhood Plan would be unlikely to prove cost effective or appropriate for Carlton. **It was resolved** that documentation from this presentation be circulated.

8. Correspondence

Mobile Youth Club. The Youth Club had been scheduled to attend outside 59 Main St from 18:30 to 20:30 hrs on 2nd, 16th, 30th Nov and 14th Dec, and this had been advertised by easel signs, word of mouth and in Carlton News. On 2nd Nov the Mobile had not been deployed until 19:30 hrs, and it had been clear that the Youth Workers in charge of it did not know how to operate it. Young people had attended, but some had got cold and gone home because of the delayed opening. The vehicle had been opened after 19:30 hrs. The Clerk had complained in writing to the LCC Youth Work Manager who planned to : (1) reassess the equipment on the vehicle; (2) change the session times to 19:00-21:00hrs; (3) visit Carlton to identify a safe alternative location; (4) assess needs of young people in Carlton and possibly refer the scheme to the Positive Activities for Young People (PAYP) programme. **It was resolved** that this matter be referred to Cllr Ould.

Westfields Lane warning signs. The PC had written to LCC Highways to request improvements to the existing signage on 7th July (p.1372/13 refers). On 14th Sept LCC Highways had advised that this matter had been added to the list of sites requiring investigation, and that it was hoped to provide a full response within 14 days. **It was resolved** that a complaint be made if a response had not been received by 1st December.

Footpath S68 closure at Shackerstone Station. Mr G R Pendery (LCC Environment & Transport) had advised that a Temporary Diversion Order had been made for a period not exceeding six months because the footbridge was unsafe. The importance of this section of the Leicestershire Round was recognised, and the legal position and possible minor diversions were under active investigation. **It was resolved** that this matter be kept under review (p.1376/5a refers).

Polling Station Review. H&BBC proposed to designate St Andrews Church as the Polling Station for Carlton (JAG) following the successful trial in 2011. **It was resolved** that this proposal be supported.

DCLG Neighbourhood Planning Regulations. **It was resolved** that no response be made to this technical consultation paper.

DCLG Community Infrastructure Levy. **It was resolved** that no response be made to this technical consultation paper.

Loughborough NHS Walk-In Centre sent consultation document. **It was resolved** that draft comments be copied to Councillors and a final response be submitted by the Chairman and Clerk.

PC website. LCC Website Co-ordinator sent review. **It was resolved** that this be circulated.

S&W Leics Citizens Advice Bureau requested donation. **It was resolved** that no donation 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.

9. Report 2011-21: Mid-year financial review

It was resolved that Report 2011-21 be approved.

10. Donations and budgets of community groups

a) Market Bosworth Community First Responder Scheme

The PC had donated £100 to this local scheme each year since 2006 (p.1239/11a refers), and had received annual reports of activities and expenditure.

It was resolved that a donation of £100 be made to the MBCFR Scheme under s137 of the Local Government Act 1972 on the grounds that this expenditure was in the interests of the inhabitants of the area and that the benefit would be commensurate with the expenditure incurred.

b) Carlton Horticultural Show

It was noted that the second Carlton Horticultural Show had been even more successful than the first. **It was resolved** that a grant of £30 be made to the organisers of the 2011 Carlton Horticultural Show under s137 of the Local Government Act 1972 on the grounds that this expenditure was in the interests of the inhabitants of the area and that the benefit would be commensurate with the expenditure incurred.

c) Carlton News

It was resolved that the production costs of Carlton News for the 2010-11 financial year be reimbursed from the Parish Amenities Fund up to a limit of £160.00 pa under s137 of the Local Government Act 1972 on the grounds that this expenditure was in the interests of the inhabitants of the area and that the benefit would be commensurate with the expenditure incurred (p.1355/5 refers)

d) Carlton Footpath Group

The current balance of the Parish Paths Partnership Fund was £141.91, and **it was resolved** that the CFG be authorised to draw up to £50 through the Clerk for routine footpath maintenance and minor improvement works. **It was resolved** that the annual grants of £17.50 due to the PC for mowing public footpath S69 through the churchyard and cemetery, and £17.60 for mowing public footpath S75 through Little Lane be charged to the PPP Fund.

Cllr Sharp declared an interest in the following item, and left the meeting while it was discussed. **It was resolved** that a grant of £3.20 for the mowing of public footpath S69 through land at the rear of 34 Main St be paid to the landowner and charged to the PPP Fund.

e) Keep Carlton Tidy Group: budget

It was noted that the current balance of the KCTG Fund was £159.53, and **it was resolved** that the KCTG be authorised to draw up to £20 through the Clerk for litter picking equipment and consumables.

f) Carlton Parish Plan Group: budget

Application had been made for a grant to cover all printing costs. If this was not approved, the cost would fall to the PC. **It was resolved** that the remaining £200 allocated to this project be credited to the CPPG earmarked fund, and that the CPPG budget be reconsidered when the costs could be estimated (p.1349/6 refers).

11. Membership of societies

It was resolved that membership of the Rural Community Council be allowed to lapse (p.1349/6 refers).

It was resolved that membership of the Leicestershire & Rutland Association of Local Councils, the Society of Local Council Clerks, and the Leicestershire Playing Fields Association be renewed for a further year, and that the subscription to the Local Council Review be continued for a further year, at an estimated total cost of £210.00.

12. Report 2010-22 on risk management

The Clerk drew attention to the Civil Contingencies Act 2004 and the Bribery Act 2010, which had been taken into account. **It was resolved** that the PC's Emergency Plan be reviewed. **It was resolved** that Report 2011-22 be adopted.

13. Report 2011-23 on internal financial control

It was resolved that this report be adopted, but that it not be posted on the website because it contained sensitive information.

14. Insurance policy

It was resolved that the current policy be renewed without change.

15. Salaries, fees and charges**a) Clerk's salary and expenses**

The Clerk left the building while this item was discussed.

It was resolved that for the 2012-13 financial year the Clerk's salary be increased to £900.00 pa paid quarterly in arrears; that an allowance of £10 pcm be paid quarterly in arrears to cover the PC's share of a broadband subscription (to include all emails and telephone calls); that a car mileage allowance of £0.50/mile be paid for the use of the Clerk's private car on approved official business outside the Parish; that computer printed papers be reimbursed at £0.10/page; and that other approved expenses be reimbursed at cost.

b) Cemetery fees and regulations

It was resolved that the Cemetery Plan (p.1125), Cemetery Regulations (p.1126), and Cemetery Fees (p.1127) remain as adopted on 10th January 2007 (p.1121/6 refers).

c) Peppercorn rental agreement

It was resolved that the agreement signed on 22nd June 1996 be allowed to stand for a further year (p.473/2a refers).

16. Report 2011-24 on financial estimates for the financial year 2012-2013

It was resolved that the budget set out in Report 2011-24 be adopted.

17. Parish precept for the financial year 2012-201

H&BBC had advised that the tax base in 2011/12 had been 142.9, with a precept of £5,600 requiring a Band D council tax of £39.19.

The tax base for 2012/13 would be 145.9. A precept of £5,700 would therefore require a Band D Council Tax of £39.06.

It was resolved that Hinckley & Bosworth Borough Council be precepted for £5,700 for the 2012-2013 financial year.

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

The Clerk reported that the control of invasive non-native plants came under the Wildlife & Countryside Act 1981, s14, Sch 9. Giant hogweed (*Heracleum mantegazzianum*) had been included in Sch 9 in 1981; Himalayan balsam (*Impatiens glandulifera*) and Japanese knotweed (*Fallopia japonica*) had been added to Sch 9 in 2010 (SI 609). It is an offence to plant these species, or otherwise cause them to grow in the wild. If allowed to spread onto neighbouring land, the owner of the invaded land can take legal action (p.1378/12 refers).

Following consultation with the landowners and CFG, the Clerk had applied for grants of (a) £613 from the H&BBC Staying Healthy Community Grant Scheme for the replacement of one stile by a kissing gate at the junction of footpaths S69/75 (p.1378/12 refers); and (b) £2,500 from the Bosworth Community Forum for the replacement of four stiles by kissing gates and ancillary works on footpath S51 between Bosworth Rd and the junction with S48.

C J Peat (Secretary, CPPG) reported that members of the Group had delivered the questionnaires for the 2011 Parish Plan during October, and most had now been collected back.

The Clerk reported that the formal opening ceremony for the extension to footpath S90 had been arranged for 15:00hrs on Sunday 13th November and a press release had been prepared and sent out. Guided walks to the opening would leave St Andrews Church Carlton and the Baptist Chapel Barton in the Beans at 14:30hrs. After the opening, both groups would walk along the new path together and then return to their respective starting points.

Mr E W Goold had kindly volunteered to organise the village Christmas tree.

11. Next meeting

It was resolved that the next meeting be held at 1930 hrs on Wednesday 11th January 2012 at Saint Andrews Church, Main Street, Carlton.

The meeting closed at 2121 hrs.

Abbreviations used in these minutes

Signed _____

Date _____

CFG	Carlton Footpath Group
CPPG	Carlton Parish Plan Group
DCLG	Department for Communities and Local Government
H&BBC	Hinckley & Bosworth Borough Council
KCTG	Keep Carlton Tidy Group
LEA	Local Education Authority
LCC	Leicestershire County Council
LDF	Local Development Framework
PAF	Parish Amenities Fund
PAYP	Positive Activities for Young People (PAYP) programme
PC	Parish Council