

CARLTON PARISH COUNCIL

Minutes of a meeting held at Saint Andrews Church, Main Street, Carlton at 19:30 hrs
on Wednesday 31st July 2013

Present: S G Tupling (Chairman), J H Boston, I Sarson, W R Sharp (Councillors),
C J Peat (Clerk).

1. Administrative matters

a) Apologies for absence from Councillors

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

b) Personal or prejudicial declarations of interest in respect of items on the agenda

None were declared.

c) Requests for dispensations for disclosable pecuniary interests and other interests

None were made.

2. Minutes of the meeting of 12th June 2013

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

3. Reports from members of other public authorities

a) Leicestershire County Council

Cllr I D Ould had submitted a written report, and **it was agreed** that this be copied to Councillors. On local issues, Cllr Ould had attended the inaugural meeting of the Marina Liaison Committee; LCC Legal was taking action to re-open footpath S68 at Shackerstone Station; the route of HS2 had been confirmed as the line of the first engineering option; improvements to the A5 associated with the MIRA development were scheduled to start in the autumn.

b) Hinckley & Bosworth Borough Council

Cllr T Chastney had submitted a written report, and **it was agreed** that this be copied to Councillors. On local issues, Charles Church had submitted a planning application for an estate of 65 homes on Station Rd, Mkt Bosworth; a resident of Barton in the Beans had expressed concerns about noise arising from the Barton in the Beans Large Model Flying Club.

c) Leicestershire Constabulary

PC Chapman had submitted a written report: there had been no reported crime in Carlton in May and June. PC 2187 Chris Cox was now the Beacon Officer for Carlton.

The affordable housing site compound had been broken into on the night of 29th July and small tools and a laser level stolen.

4. Affordable Housing Project: progress report and open public discussion

On the first day of construction work, one complaint had been made by a parishioner who had been driving north on Nailstone Road and passing a lorry unloading in the site entrance, when he had nearly had a head-on collision with a car travelling south round the blind corner at speed. This complaint had been forwarded to the Site Manager, and warning signage had been erected later the same day. The site compound had been built at the start of the project, and there was now no parking in the road.

Barton Road had been restricted to a single lane controlled by traffic lights for a week while the main sewer connection had been made. It was noted that the road markings had not been reinstated, and **it was resolved** that NCHA be asked when this would be done, whether the 30 mph speed limit on Barton Rd was to be extended as well as that on Nailstone Rd, and when these works would take place. All work would now be contained within the site boundary, until the new footways were constructed towards the end of the project. The foundations had been laid, and bricklaying had begun.

A ground-breaking ceremony had been arranged by Lou Rudkin (NCHA Communications Manager) and held on the affordable housing site at 5pm on Tuesday 23rd July 2013. The event had been attended by about 35 people, and a press release had been issued by NCHA (p.1454/5b refers). The Vice Chairman had presented two date bricks which had been cut and carved from a slab of Carlton Stone to Paul Moat (Technical Services Director, Nottingham Community Housing Association) (p.1466/5c refers). The Vice Chairman also presented Richard Windley (formerly the Rural Housing Enabler) with a hazel thumbstick in appreciation of his work for the project.

Three 4m-tall container grown trees were then planted. A sessile oak was planted by Paul Moat, Ian Sarson, Richard Cornes (Director, William Davis Ltd), and Cllr Michael Mullaney (Housing Portfolio Holder, Hinckley & Bosworth Borough Council). A field maple was planted by Richard Windley, Elaine Smithard (NCHA Project Manager) and Valerie Bunting (H&BBC Housing Strategy & Enabling Officer), and a small-leafed lime was planted by the two former landowners. The party then adjourned to The Gate Hangs Well, where a celebratory cake was cut by Catherine Hewitt (NCHA, Development & New Business Manager), and tea and coffee served.

Dell Price, Graham Jackson, Franco Onesti, John Piggon, Ian Sarson and the Clerk **were thanked** for preparing the three trees and planting holes for the ceremony; Tania, Reuben and Lexi Sharp **were thanked** for making and donating the cake; the Clerk **was thanked** for donating a piece of Carlton Stone and additional cakes, and making the thumbstick which had been cut from Bull's Nook Wood.

An article about the start of building work and the Jubilee Orchard Project had appeared in the Hinckley Times (25th July, p.6).

A site meeting had been held on the morning of the meeting, but no issues or concerns had been raised by Councillors or parishioners.

It was resolved that NCHA be asked to arrange a public site visit at a time when at least one bungalow and one house would be almost finished, and that this visit be advertised in the November issue of Carlton News. **It was resolved** that NCHA also be asked to arrange a site visit for the PC once the walls were in place.

It was agreed that the date bricks be set in the gables of the bungalows on Plots 1 and 7 which faced towards the two site access points, as proposed by the project architect.

The project architect had kindly provided a plan and specification for the proposed surfaced path through the Diamond Jubilee Orchard. **It was agreed** that an application be prepared for submission to the Heritage Lottery Fund for all of the remaining works for the Diamond Jubilee Orchard Project.

5. Matters arising from a recent bespoke training course

A bespoke general training course had been delivered by Mr J Atkinson (County Secretary, LRALC) at 7 Main St on 18th June, and had been attended by all Councillors and the Clerk (p.1451/8; 1464/16 refer). **It was agreed** that this course had been interesting and beneficial, and represented good value for money. The following matters had been raised during the course.

It was noted that any corrections to PC minutes must be made in writing and initialled on the signed copy – it was not acceptable to note corrections in the minute recording the signing. **It was resolved** that in future all agendas would begin with the items numbered 1a-c above. A critique of PC minutes had been requested.

The General Power of Competence was introduced by the Localism Act 2011 s1-8, and grants eligible local councils '*the power to do anything that individuals generally may do*'. To be eligible, Carlton PC must have at least four elected Councillors and a qualified Clerk. Cllr Finch had been co-opted in Sept 2011, following the resignation of Cllr Moseley; and Cllr Sarson had been co-opted in Sept 2012, following the death of Cllr Edmunds. The Clerk had been awarded the CiLCA qualification in April 2011, but this required upgrading to meet the criteria. The Clerk had submitted an entry for examination for the short section 7 of CiLCA2012. Carlton PC would not be eligible to adopt the General Power of Competence until the Clerk had passed this examination, and until at least four Councillors had been elected. **It was resolved** that this matter be considered in May 2015 after the next ordinary election.

Individual Councillors did not have the power to incur expenditure, and this could lead to problems if the Clerk became seriously ill or was away when an emergency occurred. **It was resolved** that neighbouring parish councils be asked whether they would be interested in operating a reciprocal arrangement to provide emergency cover for the Clerk.

It was resolved that the PC's Code of Conduct be revised, so that in future Councillors would not need to make application to the H&BBC Monitoring Officer for dispensations (See p.1442/9d; item 1c above).

It was resolved that the PC's insurers be asked to advise on whether a Councillor would be insured if, in the absence of the Clerk, they had mistakenly allocated a grave space to the wrong person or given permission for a burial to take place in the wrong grave space.

6. Installation of false gates on highway verges

Mr L Measures (LCC, Traffic Management) had advised that the approaches to the 30mph speed limits going into the village were marked with dragon's teeth markings and carriageway roundels which should be enough to notify drivers that they needed to slow down. It was likely that the cars doing the higher speeds were driven by local residents or people who use the route on a regular basis and who are familiar with the roads. Because of this, Mr Measures considered that putting in more street furniture would be unlikely to reduce speeds in the long term (p.1440/6 refers).

Mr Measures had drawn attention to the Community Speed Watch scheme, but **it was noted** that this had been rejected by parishioners in 2007 (p.1121/2 refers). If there was a recognised speeding problem that was also a safety issue, the PC might be eligible to finance a mobile vehicle activated sign.

It was resolved that no further action be taken.

7. Local Emergency Information Scheme

It was resolved that the draft plan be further revised to ensure compliance with the Data Protection Act.

8. Purchase of the 9th edition of *Local Council Administration*

It was resolved that the 9th edition of *Local Council Administration* be purchased through the SLCC at a discounted cost of £60 + p&p, and that the 8th edition be advertised for sale.

9. Correspondence

LCC *Leicestershire Future Stakeholder Survey* had been copied to Councillors. **It was resolved** that the survey was inappropriate, that a formal written response be drafted and copied to all Councillors for comment, and that a final response be prepared by the Chairman and Clerk.

H&BBC Clean Neighbourhoods Strategy 2013-2018 Consultation. PC Response had been submitted; KCTG & Councillors invited to submit personal responses.

NALC Parish Poll Survey had been completed and returned.

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.

10. Planning matters

a) Delegation of the power to comment on planning applications

It was resolved that in cases where the consultation timetable precludes consideration of a planning application at a meeting of the Council, the power to make comments be delegated to the Clerk in consultation with the Chairman or his deputy.

b) Planning applications submitted and determined

13/00331/CONDIT Variation of condition no. 2 of planning permission 12/00861/CONDIT to allow development to be carried out in accordance with alternative plans. Fernlea, Barton Road. Permission granted.

13/00425/HOU Extensions and alterations to dwelling. 27 Main St. Permission granted.

11. Reports of meetings attended

a) H&BBC Parishes Forum

The Clerk had represented the PC at this forum on 27th June, and had given short presentations on Emergency Planning and PC Finance. Katherine Bennett of H&BBC had advised that H&BBC would receive New Homes Bonus funding from central government for the next 3 financial years, but no decision had been made about the future of the scheme.

H&BBC would forward a share of this funding to PCs relating to 2013/14 but would review this policy in 2014/15. Central government had made no decision about Council Tax Support Grant for 2014-15, but it was thought unlikely that this grant would be paid again. In 2013-14 in the Borough, 13 PCs had increased, 6 had made no change, and 5 had reduced their precept. The Parish & Town Council Precepts (Referendums) Bill was on the agenda for consideration by Parliament next year.

Tracy Miller (H&BBC) reported that H&BBC was carrying out a Renewable Energy Capacity Study which would inform a new policy in the Site Allocations Document, now due out at the end of 2013. For a period in May, H&BBC had had only one Planning Enforcement Officer with a case load of 360 cases (the normal caseload is 60-80). One additional Officer had been appointed on 12th June, and 10 cases were being handled by an outside consultant. Those attending the forum had been very concerned by the weak state of planning enforcement in the Borough. It was hoped that a new Head of Planning and a new s106 Officer would be appointed later in 2013. **It was resolved** that documentation from this meeting be circulated; the minutes had been copied to Councillors.

b) LCC Parish Councils Conference

The Chairman and Clerk had represented the PC at this conference on 9th July, which had been useful for networking. It was clear that LCC was facing severe budgetary restrictions and services would be cut. The Police & Crime Commissioner had presented a clear and coherent strategy for policing in Leics. **It was resolved** that documentation from the meeting be circulated; the minutes had been copied to Councillors.

12. Financial matters

a) Report 2013-13: quarterly statement of account

It was resolved that Report 2013-13 be approved, subject to the correction of minor typographic errors.

b) Clerk's salary & expenses

The Clerk presented his expenses book for examination, and **it was resolved** that the Clerk be paid £417.06 comprising £225 salary, £30 contribution towards broadband subscription and £162.06 approved expenses (including £5.39 VAT).

c) Signatories to the Barclays bank account

Standard Life Bank had been taken over by Barclays Bank, and the PC's savings account had been transferred to Barclays (See Report 2012-14). It had since been discovered that this account did not operate in the same way as before (for example deposits had to be made by cheque). Cllr Sharp **was thanked** for investigating this matter and obtaining the requisite forms. **It was resolved** that Carlton Parish Council appoint Barclays Bank plc as the PCs bankers. **It was resolved** that Councillors Tupling, Sarson and Sharp be the authorised signatories to the Barclays bank account.

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

The Clerk **was thanked** for marking the position of all unused grave spaces in the Cemetery extension (plots 52-59, 68-75, 84-91) by setting bricks into the turf at the centre of the head of each space (Report 2013-11 (3) refers).

The Clerk **thanked** R & L Sharp for help with clearing brash from the *Viburnum* near the church door, and W R Sharp for burning the rubbish (Report 2012-13 (a) refers).

On the evening of 27th June a car heading north on Barton Rd had failed to make the corner into Nailstone Rd and had run into the wall of Mill House. The driver was shaken up but not seriously hurt; the wall had been damaged and since re-built; the car was a write-off. It was suspected that excessive speed was a factor.

The Annual Report had been printed and a copy delivered to each household with the August issue of Carlton News (p.1466/6 refers).

Street lights had been converted to part-time operation (p.1444/4 refers).

Permission had been granted for the erection of a memorial to John Thomas Lowe.

Lount Road, Osbaston would be closed for resurfacing for two days, probably in September.

A garage sale had been held in Carlton on 6th July, and a donation of £203.10 had been made to the Parish Amenities Fund. This money had been raised by the sale of plants and refreshments by Mrs T Sharp and helpers.

It was noted that the annual Church Fete would be held on Carlton Green on 31st August at 2pm, and the Horticultural Show would be open in St Andrew's Church for viewing from 1pm.

14. Next meeting

It was resolved that the next meeting be held at 19:30 hrs on Wednesday 11th September 2013 at Saint Andrew's Church, Main St, Carlton.

The meeting closed at 21:40 hrs.

Signed _____ **Date** _____

Abbreviations used in these minutes

CiLCA	Certificate in Local Council Administration
DJOP	Diamond Jubilee Orchard Project
H&BBC	Hinckley & Bosworth Borough Council
LCC	Leicestershire County Council
LRALC	Leicestershire and Rutland Association of Local Councils
NCHA	Nottingham Community Housing Association
PAF	Parish Amenities Fund
PC	Parish Council