

CARLTON PARISH COUNCIL

Minutes of a meeting held at Saint Andrews Church, Main Street, Carlton at 19:30 hrs
on Wednesday 9th October 2013

Present: S G Tupling (Chairman), J H Boston, I Sarson, (Councillors),
I D Ould (County Councillor), C J Peat (Clerk).

1. Administrative matters

a) Apologies for absence from Councillors

Apologies had been received from Cllrs Finch and Sharp, giving reasons for their absence. **It was resolved** that both apologies be accepted.

b) Declarations of interests (including Disclosable Pecuniary Interests) and requests for dispensations in respect of items on the agenda

There were none.

2. Minutes of the meeting of 11th September 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 reported on current LCC business, with particular reference to the severe budget cuts in prospect. Park St in Mkt Bosworth would be closed on 17-18th October.

b) Hinckley & Bosworth Borough Council

Cllr T Chastney had submitted a written report. The H&BBC Site Allocations Document was still scheduled for consideration by full council in December. H&BBC had reviewed street cleaning services – PCs could request a street cleaning day so that residents could move parked vehicles and allow the road in front of their homes to be swept. H&BBC proposed to implement a licensing scheme for scrap metal dealers to help address the growing problem of metal theft.

Cllr Chastney had attended a meeting at the Bosworth Marina site, with a further meeting scheduled for November. **It was resolved** that both Borough and County Councillors be reminded of the PC's proposal for a cycle filter lane when the junction between Carlton Road and the Wellesborough Road was remodelled (PC minutes, 9th March 2011, p.1356/8 refer).

c) Leicestershire Constabulary

PCSO M Chapman had submitted a written report: there had been one theft of two craft dog statuettes from Congerstone Lane during September.

4. Affordable Housing Project

a) Progress report and open public discussion

At a site meeting on 12th Sept it had been agreed that a copy of the contract for the land purchase would be forwarded to the PC, that an agreement would be drawn up as to the condition of the DJO land on handover, that the concrete silo base could be left as the site for a picnic table, and that a public site visit would be arranged in February.

A site visit for Councillors had been held on 18th Sept. Roof trusses had been installed on the bungalows, and one roof had been felted.

b) 30 mph signage on Nailstone Road

LCC Highways had invited comments from the PC on the proposed location for 30 mph signage on Nailstone Road. **It was resolved** that the PC object to the proposed position on the grounds that the signage would not become visible until vehicles had rounded the corner to the north of the proposed location, and that the PC propose that the signage be located approximately 100m further north.

c) Report 2013-15 Diamond Jubilee Orchard Project – recommendations

The CGG had considered the DJO Project specification and timetable, and their recommendations had been incorporated into Report 2013-15. Report 2013-15 was discussed and amended. **It was resolved** that the amended Report 2013-15 be approved and the recommendations in it be implemented.

The proposed line of the path and the extent of made-up ground were discussed: the path opposite Plots 4/5 would run close to the northern hedge, where the finished ground level would be much the same as that of the original field. The line of the path opposite Plots 6/7 might be moved nearer to Barton Rd, and here the finished level might be slightly higher than the original ground surface. It was also proposed that the simplest approach to path construction might be for WD to be asked to simply level the entire DJO site and leave a heap of topsoil and a heap of hardcore for the PC. The PC's contractor would then be wholly responsible for path excavation to solid ground and construction. The Clerk expressed concern that that the PC had not been kept informed of changes to the landscaping plan, in particular the proposed boundary treatments. **It was resolved** that these proposals; details of the landscaping scheme; provisional timetable; and responsibilities for the different works be discussed with the Project Manager and WD.

It was resolved that detailed specifications be drawn up for the DJO path and that estimates be sought from three independent contractors.

5. Grant application to the A4A Lottery Fund

Draft responses to key questions were revised and discussed and **it was resolved** that the amended versions be incorporated into the final draft.

6. Parish Council minutes

Questions about the content and presentation of the PC's minutes had been raised at a training course attended by all Councillors and the Clerk in June, in a critique of the PC's minutes carried out by the Chief Officer of LRALC in August, and at an LRALC training course attended by the Clerk on 1st October (p.1471/5; 1476/9 refer).

It was resolved that the draft minutes of PC meetings would continue to be published in the interests of openness and transparency, but that it be made clear that the minutes were subject to approval at the next meeting and might be changed.

It was resolved that correspondence be discontinued as an agenda item, and that all matters for report, questions and comments be combined into a single agenda item near the beginning of each meeting.

7. Annual Service of Remembrance

It was resolved that Mr Price, Mr Frazer and Mr Lockwood be invited to read the names and lessons at the Annual Service of Remembrance.

8. Correspondence

LRALC had advised that there were places available on the Chairman's Training course on 21st Oct. **It was resolved** that the Chairman be authorised to attend this course at an estimated cost of £30 plus travel. This expenditure was within the approved training budget (Report 2013-02 refers).

Bosworth Community Forum would meet on 17th Oct at Sport in Desford at 7pm. **It was resolved** that the PC be represented by the Clerk.

H&BBC had served notice that it intended to adopt Part II of the Local Government (Miscellaneous Provisions) Act 1976. **It was resolved** that that this proposal **be noted** and that no action be taken.

George Eliot Hospital NHS Trust had advised that it had been given approval to proceed with its plan to seek a strategic partner.

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. Planning applications submitted and determined

13/00746/CONDIT Removal of condition 3 of planning permission 71/3977/17 relating to agricultural occupancy. Overdale, Bosworth Rd. Concerns were raised that there was an acute shortage of affordable homes for agricultural workers, and that it was desirable for the agricultural occupancy condition to be retained. However, this dwelling had been included within the settlement boundary and there were therefore no planning grounds for refusal. **It was resolved** that these concerns be expressed, but that no objection be made to the application.

10. Reports of meetings attended

a) Ashby Canal Restoration Forum

The Vice Chairman and Clerk had attended a meeting on 26th Sept. LCC had received two tranches of s106 money towards the canal extension and had proposed to hold this cash for use as match funding to support further grant applications. Other organisations had taken the view that it was important to spend at least this initial money on canal construction so that their members, volunteers, fundraisers and other supporters would see construction work in progress and would not become disheartened. The Forum comprised organisations with wide experience of fundraising, canal management and construction with long-standing commitments to the project. The Vice Chairman and Clerk had affirmed the interest and

support of the PC, but considered that there was little that the PC could offer to a partnership of this calibre. The Clerk had accepted an invitation to write an article about the Ashby Canal in Carlton from the perspective of the PC. **It was resolved** that the PC would not be part of the Ashby Canal Restoration Forum.

b) LRALC Minutes course

The Clerk had attended this course at Anstey on 1st Oct (p.1476/9 refers). Feedback from this course had been considered under item 6 above. Documentation from the course would be circulated.

11. Financial matters

a) Reports 2013-16a&b Quarterly Financial report 1st July – 30th Sept

Cllr Sarson and the RFO **were thanked** for preparing the quarterly financial report in two formats for comparison. The reconciliations were checked against the bank statements. **It was resolved** that Report 2013-16b be approved and that this format be used for future quarterly financial reports.

b) Report on external audit for 2012-13

The external audit had been completed on 25th September, advertised, and published on the PC's website. The External Auditors had reported on other matters not affecting their opinion which they wished to draw to the attention of the PC. These were that *"The balance at year end is more than seven times the annual precept. The Clerk explained that this is due to the Council saving towards the cost of purchasing land for a playing field, the cost of which is currently estimated to cost in the region of £100,000."* **It was resolved** that this report be noted.

c) Internal Audit fee for 2012-13

It was resolved that the agreed fee of £30.00 be paid to the Internal Auditor for work in connection with the accounts for 2012-13.

d) Clerk's salary & expenses

The Clerk presented his expenses book for examination, and **it was resolved** that the Clerk be paid £316.33 comprising £225.00 salary, £30 contribution towards broadband subscription and £61.33 approved expenses (including £3.81 VAT).

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

The problem with the Leicester Mercury seat was that it was too low for use by elderly parishioners (p.1477/10 refers). **It was resolved** that possible solutions be discussed at the next PC meeting.

Following a recent fire, it had emerged that the private road name *Westfields Lane* was on LCC's highway database, but not H&BBC's street name database or the Royal Mail database (which is used by Google and satellite navigation systems). The Clerk had agreed to contact the occupiers of the five dwellings on this road on behalf of H&BBC to seek their support for

(a) the inclusion of this name in the official H&BBC street name database and (b) the erection of a street name plate, to ensure that the location of the road was recorded and available to the emergency services.

Mr M Lockwood had volunteered to organise the installation and removal of the Christmas tree, and had been advised that the allocated budget was £100 + VAT.

13. Next meeting

It was resolved that the next meeting be held at 1930 hrs on Wednesday 13th November 2013 at Saint Andrew's Church, Main St, Carlton.

The meeting closed at 2150 hrs.

Signed _____ **Date** _____

Abbreviations used in these minutes

CFG	Carlton Footpath Group
CGG	Carlton Gardening Group
DJO (P)	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
RFO	Responsible Financial Officer