

CARLTON PARISH COUNCIL

Minutes of a meeting held at Saint Andrews Church, Main Street, Carlton at 19:30 hrs on Wednesday 13th April 2016

Present: S G Tupling (Chairman), I Sarson, W R Sharp (Councillors), I D Ould (County Councillor), M Cook (Borough Councillor), C J Peat (Clerk).

1. Administrative matters

a) Apologies for absence from Councillors

It was resolved that apologies be accepted from Cllrs Boston and Finch.

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 10th February 2016

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

3. Reports, questions and comments from the following

a) Parish Councillors

Cllr Sarson drew attention to the poor state of the telephone kiosk, which needed repainting.

b) Leicestershire County Council

Cllr I D Ould reported on current LCC business, but had no casework specific to Carlton. LCC had served notice on the Battlefield Line regarding the Leicestershire Round footpath at Shackerstone Station.

Questions had been raised about the cost of the new barriers at Market Bosworth Country Park, and Councillors asked whether the cost of collecting parking charges was justified by the resulting revenue, given the knock-on effect of car parking in the town.

Councillors expressed concerns that the imposition of charges at Recycling and Household Waste Disposal Sites by LCC was likely to lead to an increase in dumping, and an increased cost to H&BBC in clearing up.

c) Hinckley & Bosworth Borough Council

Cllr M Cook reported on current H&BBC business. The brown bin scheme for the collection of garden waste had achieved a take-up of 54%, above the break-even target of 43%. There were fears that the imposition of charges might lead to an increase in the dumping of garden waste, and this was being monitored. Councillors expressed the hope that the garden waste collection service would revert to a free universal service in the next financial year, as H&BBC would be receiving revenue from the Crescent development by then. Cllr Cook congratulated the KCTG on the Spring Clean event.

The new Hinckley Leisure Centre would open on schedule on Tuesday 3rd May, and the old centre would probably be demolished and the site sold in September.

H&BBC had offered to provide accommodation for two refugee families each year for the next 5 years.

d) Carlton Neighbourhood Watch group

Ms R Yule had reported that there had been no crime in Carlton in January.

e) Parish Clerk

Public Space Protection Orders – H&BBC had advised that a further consultation was planned on the application of PSPOs to public open spaces and local council property.

The PCs comments about requiring all dogs on public rights of way to be kept on a lead had been noted (p.1599/3e refers).

Road markings – LCC Highways had advised that repairs to 8 areas of faded road markings had been included in the work programme (p.1599/3e refers).

Nailstone Road footway – the Clerk had suggested this as a project for the H&BBC Environmental Improvement Programme 2016/17.

Parishes Forum – the Clerk had represented the PC at a meeting on 23rd March (p.1599/3e refers). The **PSPO proposals** and ongoing consultation had been discussed (p.1599/3e refers): the intention was to create cleaner and safer neighbourhoods, and to encourage closer working by enabling the police to use the powers available to H&BBC. **Current policing issues** were a spate of burglaries and thefts from sheds, the development of a targeted approach to child sexual exploitation, an operation to target criminals such as drug dealers operating from the homes of vulnerable people, and joint working with H&BBC to control anti-social behaviour. The **Rural Watch Scheme** would be prepared to arrange a property marking day if there was sufficient interest in the community. **It was resolved** that an article about property marking be published in Carlton News to gauge the likely level of interest in a property marking event. There had been changes to the rules relating to **s106 Developer Contributions** in that no more than 5 contributions could be pooled for one project. This meant that in future the PC would have to request a contribution for a specific project when commenting on a planning application (the project must be eligible for s106 funding, within 400m of the development, and the funds would be returned to the developer if not used within 5 years). **It was resolved** that the construction of paths and retaining walls in St Andrew's churchyard and Carlton Parish Cemetery be put forward as a project for s106 funding for appropriate planning applications within 400m of this site.

Cemetery – permission had been granted for the erection of a headstone to Donald Stirrat Allan.

Bin stickers – 30 mph wheelie bin stickers were available free of charge from the Police Traffic Management Dept < rpu.tm@leicestershire.pnn.police.uk > (See p.1575/7).

However, the police would not deploy speed detection equipment on roads where these stickers were displayed.

Carlton Green East – the occupiers of 11 Main St and the associated granny flat had been asked whether they would welcome the planting of a *Magnolia* tree near to the seat and litter bin, and had replied that they did not wish to see any planting in this area. (*Magnolia* can safely be planted 8m from a building; the seat is 9.5m from the granny flat).

Council tax – the Band D Council tax payable in Carlton for 2016-17 would be £1,507.79, the lowest in the 25 areas in the Borough (24 parishes, and Hinckley urban area). The range was £1,564.77 - £1,507.79.

Local Government Boundary Commission – had completed its review of Leicestershire and had recommended that the Market Bosworth Division comprise the parishes of Cadeby, Carlton, Higham on the Hill, Market Bosworth, Nailstone, Osbaston, Shackerstone, Sheepy, Stoke Golding, Sutton Cheney, Twycross and Witherley.

County Record Office - had accessioned the PC's minutes for 2014 as DE 9104.

Spring Clean Litter Pick – had been held on 13th March; 22 adults and 8 young people had collected 64 sacks of rubbish, 6 tyres and other large items. The event had been registered with the national *Clean for the Queen* campaign, and had been featured in the Hinckley Times (30th March, p.20). Lisa Kirby, H&BBC Senior Clean Neighbourhood Officer, had been thanked for the loan of equipment, and for arranging collection of the rubbish.

Superfast Broadband – Harlequin was seeking a location for a green cabinet near to the BT distribution pole and inspection chamber next to the footway in the centre of the East Green. The proposed location next to the footway was considered visually intrusive, various options had been discussed, and Harlequin had agreed to suggest locating the cabinet across the road from the East Green. **It was resolved** that this proposal be supported, but that the PC would allow the cabinet to be located on the East Green, preferably next to the hedge fronting 3 Main St if this was necessary for effective broadband provision.

National Living Wage – of £7.20/hr became compulsory on 1st April. The current Clerk's salary of £1100 pa was equivalent to 152.8 hrs pa or just under 3 hours work a week, which was in accordance with the new legislation.

DCLG planning consultation – **it was resolved** that a response be submitted by the Chairman and Clerk.

Community Health Services – the Clinical Commissioning Group had invited PC reps to a Stakeholder Forum to discuss the forthcoming public consultation and review of Community Health Services. **It was resolved** that the Clerk represent the PC at this forum at Hinckley Hub on 27th April.

Local Plan – H&BBC Planning Policy Team had invited 2 PC reps to a discussion of potential future growth options in the Borough on Wednesday 4th May at Twycross Zoo. **It was resolved** that the PC be represented by the Vice Chairman and Clerk.

Parishes Forum - next meeting scheduled for 6.30 pm on 23rd June. **It was resolved** that the PC be represented by the Clerk.

Arnold-Baker – the 10th edition of Local Council Administration would be published in the summer, and had been offered to the PC at a 25% discount (£69 instead of £92). **It was resolved** that an order be placed for this essential reference work, and that it be suggested that it might be more appropriate to publish future editions on-line.

A list of digital communications and reports received would be copied to each Councillor, and copies of any files would be forwarded on request. Additional written documentation would be circulated.

f) Members of the public

There were none.

4. Report 2016-07: Cemetery fees and regulations

It was resolved (i) that the wording of Schedule A be not changed; (ii) that grants of exclusive rights of burial would continue to be made for a period of 100 years; (iii) that the fee in Schedule A (3) be increased to £40; and (iv) that Regulation C be changed to read 'Within a grave space cremated remains may be scattered or buried in a casket provided that

the casket is made of biodegradable materials.’ **It was resolved** that with the exception of the changes minuted in (iii) and (iv) above, Report 2016-07 be approved and the recommendations in it be adopted with immediate effect.

5. Report 2016-08: Green Space Strategy

The history, purpose, form and content of the Green Space Strategy were reviewed, and **it was resolved** that Report 2016-07 be rejected, and that a revised Green Space Strategy be prepared for consideration at the next meeting.

6. RCC Achievement Awards competition

It was resolved that the draft entry be approved for submission.

7. Surfacing of Little Lane

The CGG had suggested that some spare stone in the CDJO might be used to surface at least part of Little Lane. **It was resolved** that this item be deferred, pending advice from H&BBC on the use of s106 developer contributions.

8. Installation of disused water trough as planter in the highway verge

The CGG had suggested that the disused water trough in the Cemetery Field might be moved to the highway verge in front of the Leicester Mercury seat at the Main St/Bosworth Road junction and used as a decorative planter. **It was resolved** that LCC Highways be asked whether the disused water trough might be placed on a highway verge as a decorative planter, and if so whether the verge at the junction of Main St and Bosworth Road was a suitable site.

9. Financial matters

a) Receipts & payments accounts for the financial year 2015-16

These accounts had been made up and signed by the RFO, and examined by the Chairman and Internal Auditor. The reconciliations were checked against the latest bank statements. **It was resolved** that the receipts and payments accounts for the financial year ending 31st March 2016 be approved, and they were signed by the Chairman.

b) Report 2016-09: Quarterly financial report for Jan-Mar 2016

The Clerk apologised for omitting this item from the agenda. The Chairman allowed Report 2016-09 to be tabled since it did not include any significant information additional to the receipts and payments accounts. The monthly current account statements had been checked and signed as required (p.1515/9c refers), and the reconciliation was checked against the most recent statements for all bank accounts. **It was resolved** that Report 2016-09 be approved.

c) Report 2016-10: Summary financial statement for 2015-16

It was resolved that Report 2016-10 be approved.

d) Arrangements for external audit

The Clerk reported on procedural changes for external audit. The Annual Return would remain, but in future the Annual Governance Statement must be approved by the PC and signed before the Accounting Statements were approved. The Annual Return, a declaration

that the Accounting Statements are unaudited, and the Notice for the commencement of the period for the exercise of public rights must be published on the PC's website. The public inspection period would be set by the RFO, must be a single period of 30 working days long, and include the first 10 working days of July. The External Auditor must be notified of the date on which the Annual Return was published, and the date of commencement of the public inspection period.

The Clerk had requested clarification of the regulations because it was not clear (i) whether there was now any requirement to advertise the public inspection period other than by publication on the PC's website; or (ii) whether the public inspection period began *on* the first working day following publication, or *at least* one working day after publication. The Clerk envisaged that the public inspection period would begin on Monday 6th June, preceded by publication on Friday 3rd June or preferably earlier, depending on the legal advice received. The Clerk also planned to advertise the public inspection period by notice, whether or not this was required by law.

e) Annual Governance Statement

It was resolved that the Annual Governance Statement for the financial year ending 31st March 2016 be approved, and it was signed by the Chairman and Clerk.

f) Accounting Statements for the financial year ending 31st March 2016

It was resolved that the Accounting Statements for the financial year ending 31st March 2016 be approved, and they were signed by the Chairman. **It was resolved** that the supporting statements be approved, and they were signed by the Chairman and Responsible Financial Officer.

10. Planning matters

a) Planning applications submitted

16/00315/HOU Demolition and erection of replacement outbuilding. Little Friezeland Farm, Wellsborough Rd. PC had no objection.

b) Comments submitted under delegated powers

It was noted that the following comments had been submitted by the Clerk under delegated powers after consultation with Members and the Chairman (p.1472/10a refers).

16/00087/FUL New vehicular access and new roof to existing garage. Park View Farm, Barton Road, Market Bosworth. PC had no objection; requested condition that the existing access shall be permanently fenced off from the existing garages and access drive to prevent it being used for domestic purposes in the interests of highway safety.

16/00088/FUL Change of use of first floor to café (A3) and extension to car park. Bosworth Marina, Carlton Road, Mkt Bosworth. PC supported this application. Approved.

16/00209/FUL Erection of stable block. Carlton Grange, Congerstone Lane. PC had no objection, requested screen planting.

c) Planning applications determined

15/00892/CONDIT. Variation of conditions 2, 5, 6 of 14/01034/COU. Harcourt Mill, Barton Rd, Mkt Bosworth. Re-consultation; no change to access; no comment. Approved.

15/01033/FUL. Erection of one dwelling (revised proposal). Plot 2, Overdale, Bosworth Road. Approved.

15/01171/CONDIT Variation of conditions 5 and 7 of planning permission 13/00978/COU to alter flying times and restrictions on silent flight times. Land at Sycamore Farm, Main Street, Barton in the Beans. Approved, subject to conditions including (4) The flying time for internal combustion engine model aircraft shall be limited Monday to Sunday 10:00 to 16:00; (5) The flying times shall be limited to four days per week (Monday to Friday) and one day per weekend (Saturday to Sunday).

16/00077/COU Change of use of agricultural land to residential curtilage (resubmission) (retrospective). Westfields Farm Cottage, Carlton Road. Refused.

d) H&BBC Open Space & Recreational Facilities survey

A draft response to this survey had been copied to Councillors before the meeting. **It was resolved** that the draft response be approved.

11. Next meeting

It was resolved that the Annual Parish Meeting and Annual Meeting of Parish Council be held at 1930 hrs on Wednesday 11th May 2016 at Saint Andrew's Church, Main Street, Carlton.

The meeting closed at 2215 hrs.

Signed _____ **Date** _____

Abbreviations used in these minutes

CDJO	Carlton Diamond Jubilee Orchard
CGG	Carlton Gardening Group
DCLG	Department for Communities and Local Government
H&BBC	Hinckley & Bosworth Borough Council
KCTG	Keep Carlton Tidy Group
LCC	Leicestershire County Council
PC	Parish Council
PSPO	Public Space Protection Order
RFO	Responsible Financial Officer