

# CARLTON PARISH COUNCIL

## Minutes of a meeting held at Saint Andrew's Church, Main Street, Carlton at 19:30 hrs on Wednesday 8<sup>th</sup> March 2017

**Present:** I Sarson (Vice Chairman), J H Boston, S J Cooper, W R Sharp (Councillors),  
M Cook (Borough Councillor), C J Peat (Clerk).

### **1. Administrative matters**

#### **a) Apologies for absence from Councillors**

It was resolved that an apology from Cllr Tupling 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 8<sup>th</sup> February 2017**

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 reported that the Give Way sign at the southern end of Nailstone Road had still not been fixed, and that Main St lighting column no.2 was not lit at night.

#### **b) Leicestershire County Council**

Cllr I D Ould had sent a written report on recent LCC business.

#### **c) Hinckley & Bosworth Borough Council**

Cllr M Cook reported on current H&BBC business, and was asked about the Barwell SUE and the 5-year housing supply. Eight developers were involved with the Barwell SUE, and each had its own solicitors, so any change to the legal agreements requested by one developer then had to be agreed by the other seven and this had slowed progress. H&BBC currently had a 5.3 year housing supply.

#### **d) Carlton Neighbourhood Watch group**

Ms R Yule reported that in December there had been one public order offence. This was a relatively unusual reported crime for the area and includes offences such as harassment, abuse or threatening behaviour which causes fear, alarm or distress, and being drunk and disorderly.

#### **e) Parish Clerk**

**KCTG** – the Annual Spring Clean Litter Pick would take place on Sunday 19<sup>th</sup> March at 10am, meeting at The Gate and Carlton Green.

**H&BBC Landscape Character Assessment Workshop** – at Twycross Zoo on Monday 13<sup>th</sup> March 2017, 2pm-4pm. **It was resolved** that Cllr Cooper represent the PC.

**CGG** – the AGM had been arranged for Monday 20<sup>th</sup> March at 77 Main St at 7.30 pm.

**Parishes Forum** – at Hinckley Hub on Thursday 23<sup>rd</sup> March at 6.30 pm. **It was resolved** that no representative attend this meeting.

**153 bus service** – Arriva were proposing to discontinue the 153 bus service to Carlton, Nailstone and Barton in the Beans from 22<sup>nd</sup> April because of lack of use; in future buses would run from Barlestone to Bull in the Oak and Market Bosworth. **It was resolved** that parishioners be invited to provide information on their level of bus usage and their reliance on the current service before 20<sup>th</sup> March, and that the Clerk be authorised to make appropriate representations after consultation with the Chairman.

**Cemetery** – an article in the Hinckley Times on 22<sup>nd</sup> Feb, p.12, reporting on the H&BBC survey of burial provision (p.1633/3e refers), had stated that the PC had no plans for future burial provision with the implication that space might be running out. In fact the PC had no need for a plan, as the Cemetery Field had space for about 150 years at the current rate of burials. Following consultation with the Vice Chairman, a letter had been sent to the Editor on 22<sup>nd</sup> Feb requesting a correction, but so far no response had been published.

**CDJO** – a boundary edging was being laid along the Nailstone Road highway boundary of Northfields and the CDJO.

**Marina bus stop and lay-by** – the works had been completed.

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. Dog fouling**

New complaints had been received by Councillors and the Clerk since the last meeting; some parishioners were angry and upset by repeated fouling of footways and grass verges outside their homes and in front gardens. H&BBC had put the PC on the waiting list for the covert camera (p.1643/4a refers).

The Clerk had walked all public areas within the 30 mph zone between 11 am and 12.30 pm on Tuesday 7<sup>th</sup> March and noted five fresh and five old deposits. There had been no deposits on the Village Greens or in the Churchyard and Cemetery. Public footpaths and other land had not been surveyed, but those present agreed that the level of fouling on public RoW and farmland near the village was also unacceptable.

**It was resolved** that the following graduated approach be adopted:

- (i) Cllr Cooper had drafted a flyer, which was approved for immediate printing and circulation;
- (ii) dog walkers who had been seen to allow their dogs to foul in public places would be warned by the Clerk, and reported to H&BBC if the offence was repeated;
- (iii) an article setting out the PC's approach and giving notice of the deployment of a covert camera would be drafted for the May issue of Carlton News;
- (iv) the H&BBC covert camera would be deployed at known fouling hot spots and offenders identified for report to H&BBC for fining and possible prosecution.

## **5. Name and status of Field Farm, Main Street**

The residents of Field Farm had informed the Clerk that they had experienced no difficulties because Field Farm was not an official street name. Ambulances had attended properties promptly, and had found them easily; the street appeared on satellite navigation systems; and the five addresses appeared in drop-down menus on internet ordering systems. Further, any change of name would cause problems for businesses registered at these addresses. Not one of the residents had supported the proposal to change the name from Field Farm.

**It was resolved** that no further action be taken.

## **6. Report 2017-06: Survey of highway gullies**

The Clerk had surveyed all highway gullies in the Parish on 20<sup>th</sup> February. Of the 81 gullies surveyed, 48 had been found to be in urgent need of clearance. Report 2017-06 had been issued with the agenda papers, and had kindly been forwarded immediately to Mr Crossland (LCC Highways) by Cllr Ould. The gully emptying lorry had been seen in the village on 6<sup>th</sup> March, and the gullies had been re-inspected on 7<sup>th</sup>. 44 gullies had been cleaned; the following 4 had not:

- Nailstone Rd, West side, no.8
- Nailstone Rd, West side, no.15 (west end of Lount Road)
- Main St, North side, no.10
- Main St, South side, no.11.

**It was resolved** that Mr Crossland be **thanked** for his prompt response to the PC's complaint, and asked to arrange for the clearance of the four gullies still in need of attention.

## **7. Financial and employment matters**

### **a) Appointment of a payroll manager**

Comparative quotations had been obtained from Autela Payroll Services, DCK Beaver, Hames Partnership and Iris Payroll Outsourcing. Hames offered the cheapest service (£100 pa) at £25 per payroll run, and also had the advantage of operating from a local office. The Vice Chairman and Clerk had met the payroll staff at Hames Partnership, discussed the requirements for PAYE as well as the necessary arrangements, and opened an account. The first payroll run would be on 20<sup>th</sup> March. **It was resolved** that this action be approved (p.1645/4e refers).

### **b) Conditions of the Clerk's employment**

**It was resolved** that the Clerk's salary would in future be paid on the 20<sup>th</sup> of March, June, September and December; the Clerk's salary would be paid by a separate cheque; the Clerk would no longer be paid mileage for the use of his vehicle on PC business; the term *Clerk's expenses* would no longer be used; and any costs incurred by the Clerk for PC supplies would be reimbursed after examination of the relevant records and approval at a PC meeting.

### **c) Reimbursement of costs incurred by the Clerk**

The Clerk presented his record of costs for examination, and **it was resolved** that costs of £89.43 be reimbursed, comprising £30 contribution towards broadband subscription, £55.62 costs, and £3.81 VAT.

**d) Fee offered for Internal Audit**

**It was resolved** that in future no allowance would be paid for mileage, and that to compensate for this the annual fee offered to the Internal Auditor be increased from £50 to £70 with immediate effect.

**8. Planning matters****a) Planning applications submitted**

**17/00170/NOMAT, change to planting, land adj Barton Rd.** **It was resolved** that this proposal be welcomed and it be suggested that the proposed knee rail was not necessary as a hedge had been planted along the boundary.

**17/00176/HOU Single storey front extension, 81 Main St.** **It was resolved** that no objection be made, but that a condition be sought that no changes be made to the existing retaining walls and ground levels near to the oak tree subject to a TPO.

**b) Comments submitted under delegated powers**

The application below was considered as it had been received on the morning of the meeting. Comments would be submitted by the Clerk in accordance with delegated powers (p.1472/10a refers).

**17/00183/HOU, 1.8m high close boarded fence, 2 Nailstone Rd.** No objection, proposed condition that gaps in the existing hedge be made good with appropriate native species and that the hedge be maintained at a height of less than 2m.

**c) Planning applications determined**

There were none.

**9. Next meeting**

**It was resolved** that the next meeting be held at 19:30 hrs on Wednesday 12<sup>th</sup> April 2017 at Saint Andrew's Church, Main Street, Carlton.

The meeting closed at 2024 hrs.

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

**Abbreviations used in these minutes**

CDJO	Carlton Diamond Jubilee Orchard	CGG	Carlton Gardening Group
H&BBC	Hinckley & Bosworth Borough Council	KCTG	Keep Carlton Tidy Group
LCC	Leicestershire County Council	PC	Parish Council
PAYE	Pay as you Earn	RoW	Right of Way
SUE	Sustainable Urban Extension	TPO	Tree Preservation Order