

CARLTON PARISH COUNCIL

Minutes of a meeting held at Saint Andrew's Community Hub, Main Street,
Carlton at 7pm on Wednesday 11 March 2026

Present: S G Tupling (Chairman), R G Arnold, J H Boston, I Sarson, M A Vann (Councillors), J Melen (County Councillor), M A Cook (Borough Councillor), C J Peat (Clerk).

1. Administrative matters

a) Apologies for absence from Councillors

There were none.

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 14 January 2026

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 *SLOW* sign on Carlton Road near the entrance to Westfields Lane was faded, and the fencing along the northern side of Congerstone Lane was damaged. Cllr Vann reported that the *dragons teeth* markings on Nailstone Road were faded. **It was resolved** that these issues be reported to LCC Highways.

Cllr Arnold had received thanks from horse riders for the recent road re-texturing.

b) Leicestershire County Council

Cllr J Melen **was thanked** for reporting on current LCC matters. Cllr Melen advised that LCC Highways had been swamped with reports of potholes and was making temporary repairs which would then be made good at a later date.

c) Hinckley & Bosworth Borough Council

Cllr M A Cook **was thanked** for reporting on current H&BBC matters.

d) Carlton Neighbourhood Watch Group: crime report

Ms R Yule had reported that in December 2025 there had been 1 other theft and 1 robbery in Carlton. In January 2026 there had been no reported crime. On 10 March a house had been broken into between 0245 and 0310 hrs while the owners were asleep, and the thieves had ransacked drawers looking for car keys before being disturbed and making off.

e) Parish Clerk

Council tax 2026-27 – the PC's element of the Band D council tax would be £88.94. The

- total Band D council tax payable in Carlton would be £2372.26. The range in the Borough was £2339.58 to £2440.13 (Band D). Of the 24 parishes and Hinckley Urban Area in the Borough, only eight parish councils had a lower council tax than Carlton.
- Spring Clean Litter Pick** – would begin at 10am on Sunday 22 March, starting at The Gate or on Carlton Green and organised by the KCTG.
- AGAR** – the PC has been selected as one of three smaller councils in Leics to trial the developing digital return system.
- Churchyard notice** – permission had been granted to the PCC to fix an ‘*Assembly Point*’ sign on the back of the PC noticeboard.
- Streetlights** – light 5 on Nailstone Rd had been repaired; light 6 on Barton Rd had been added to the LCC inventory, but had not yet been repaired (p.2002/3e refers).
- Slippery roads** – Main St and Congerstone Lane had been re-textured at the beginning of February (p.1988/3e refers).
- Main Street footway** – the CGG was thanked for clearing overgrown weeds and grass from the footway on the southern side of the road at the eastern end of Main St (p.2001/3a refers).
- LCC Parish Liaison Event** – at County Hall on 6 July at 5pm. **It was resolved** that the PC be represented by the Clerk.
- CGG** – the AGM would be held at 7pm on 18 March at 7 Main St.
- Carlton/Congerstone Roads junction** – faded markings had been renewed by LCC Highways (p. 2001/3a refers).
- Cemetery** – permission had been granted for the installation of a memorial to Barbara Cantwell.
- Defibrillator** – had been collected from The Gate but not used because the Community First Responders had arrived in the meantime.
- Flooding** – heavy overnight rain falling on saturated ground had led to flooding under the railway bridge and along Congerstone Rd, and near to the bridge on Lount Rd on 28 Feb. Fields adjacent to Carlton Brook had also all been flooded. This was the most serious flooding for many years.
- Land behind Hall Terrace** – a complaint had been received that this land was overgrown with brambles, littered with rubbish and fly tipping, and harbouring rats. The site had been inspected by the Clerk on 5 March who had found fly tipping, domestic refuse and various kinds of waste material. The site was badly overgrown with weeds and brambles. The landowner had kindly agreed to ask the H&BBC Pest Control Officer to inspect the site and take appropriate action, and had also been advised to deal with the brambles and weeds. The complainant had been advised of these actions.
- Website** – the website software was being updated, and there were plans to make minor improvements to the user interface.

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. Blocked ditch on the southern side of Congerstone Road

Flooding in Shackerstone Walk was being caused by water backing up from the blocked outfall of a drainage pipe in the ditch on the southern side of Congerstone Road, opposite Field View. The landowner responsible had agreed to clean out this ditch on 17 December,

but had not done so in spite of a reminder on 13 February. The day before the meeting the landowner had advised that the ditch would be cleaned out on the following weekend.

It was resolved that the matter be reported to LCC Highways if the ditch had not been cleaned out by 23 March.

5. Report 2026-06: Monitoring of churchyard wall August 2025 to February 2026

It was resolved that Report 2026-06 be approved.

6. Churchyard Wall Rebuilding Project

The topographic land and utilities survey had been completed (p.1999/4 refers). On being shown photographs of the Austrian pine tree and site, AT2 had advised (without charge) that excavating along the line of the wall would destabilise the tree and that a site inspection was not necessary. The CGG had investigated the roots, and found that small roots extended to the wall while cracks in the footway indicated that major roots ran under the wall (p.1999/4, 2004/5 refer). The Judas tree was small and set further back from the wall, so root damage could be minimised.

Quotations for felling the Austrian pine tree had been received from George Walker Tree Care (£3,250) and Hugo Cavner Tree Surgeon (£1,600). **It was resolved** that the quote from Hugo Cavner be accepted.

LCC Highways had not yet responded to the proposals (p.2004/5 refers), so detailed plans could not be prepared. The closing date for applications to the H&BBC Environmental Improvement Fund was 6 March. This fund would accept an application based on estimates of the costs, and the Architect had kindly obtained a written estimate for the basic re-building work only from A R Cartwright Construction Ltd. This was likely to be an underestimate, particularly if the final design included steelwork.

The current best estimate of the cost of the project (excluding VAT) was:

Architect (quote accepted)	500
Site visit by structural engineer (paid)	250
Topographic and utilities survey (paid)	945
Design and drawings (quote accepted)	1,050
Felling of Austrian pine tree	1,600
<u>Basic building works estimate</u>	<u>21,172</u>
Total	£25,517

It was resolved that Cllr Melen be asked to investigate the delay; that detailed plans be drawn up as soon as the position of the rebuilt wall had been agreed; and that a Faculty application be prepared and submitted by the Chairman and Clerk as soon as the drawings and specifications were available.

7. SID Posts Project

Four of the locations initially proposed by the PC for SID mounting posts had been rejected by LCC Highways, and alternatives had now been agreed (p.1994/5 refers). On Nailstone Rd it had not been possible to find a location acceptable to LCC Highways and frontagers and it had been agreed to omit this road from the scheme. The Clerk **was thanked** for excavating a trial hole in the verge near Manor House Farm to check for cables and ducts.

An application to the P&CC Road Safety Scheme for a grant towards the cost of a replacement SID had been submitted, but had not been supported (p.2002/3e refers). The scheme now comprised four SID mounting posts at a cost of £250 each and would require a Highways Structure Licence at a cost of £263.

The H&BBC Community Equipment Grant (CEG) Scheme 2025 was fully subscribed, but was expected to reopen in April 2026.

It was resolved that a grant application be submitted to the CEG 2026 scheme, and that the licence application and a firm order for the posts be submitted to LCC Highways once the grant application had been decided.

8. Northfields maintenance issue

The fence between 7 and 8 Northfields had blown down, and had been left on the grass in the CDJO with sharp nails pointing upwards (p.2002/3e refers). Cllrs Sarson and Vann **were thanked** for hammering these flat. No action had been taken by NCHA by 18 Feb, so on this day the panels had been moved to the Northfields bin collection area by CGG volunteers. A written letter of complaint had been sent to the Chairman of NCHA, but had not been acknowledged or answered. On the day of the meeting the fallen fence panels had not been moved and the fences had not been repaired. Residents were very frustrated with the failure to deal with this matter, and it had emerged that they were also unhappy with the response of NCHA to other issues.

It was noted that the Northfields Liaison Group had been set up when the site was first occupied, but had never met as there had been no problems. It was suggested that the NLG might be reinstated now that site was older and requiring ongoing maintenance.

It was resolved that Cllr Cook be asked to find out whether H&BBC Officers could help with this problem, and whether H&BBC had issues with the operation of the Northfields site.

9. Obstruction caused by parked vehicles - review

The Chairman had sought clarification from the Police on the operation of the law. The offence of obstruction was only committed if a vehicle was actually preventing a highway user from progressing along a highway at the time. It was not by itself an offence to park on a footway or even across an access drive.

10. Proposals for Local Government Reorganisation

Three proposals had been submitted: (a) two councils with an expanded Leicester city boundary and a single council for the rest of Leicestershire and Rutland (proposed by Leicester City Council); (b) two councils with one single council for Leicestershire and Rutland and one for Leicester on its existing boundary (proposed by Leicestershire County Council); (c) three councils with a council for north Leicestershire and Rutland, a council for south Leicestershire and one for the city on its existing boundary (proposed by the seven district and borough councils and Rutland County Council). The MHCLG was now consulting on these options.

It was resolved that the PC supported option (c) on the grounds that this offered the most local administrative structure and control.

11. Villages Together Group

Membership of this new organisation was free and open to all Parish Councils in Leicestershire & Rutland. It had been formed in 2025 in response to the number and scale of planning applications being made without any cumulative assessment of their impact on traffic, infrastructure, noise pollution, air quality and public safety. The objectives were to work collaboratively to ensure that decisions were made using accurate and cumulative data incorporating local knowledge and evidence. Details had been copied to Councillors before the meeting. The Clerk had suggested that it would be beneficial for this group to affiliate itself with LRALC and NALC, and also with CPRE.

It was resolved that no action be taken.

12. NatureSpot: funding request

NatureSpot is a charity operated by volunteers which collects and authenticates wildlife records from Leicestershire & Rutland. In 2025 it collected almost 50,000 records helping to build knowledge of the state of nature in the two counties. The PCs website has a link to the NatureSpot website, and has 61 wildlife records from the Parish. Some individual residents were known to submit records to other national wildlife databases which link to the LCC system. NatureSpot had suggested that the PC make an annual contribution of £25 towards its running costs.

It was noted that only 61 records had been submitted in several years, but that NatureSpot was being used by a few parishioners and was contributing to the Nature Recovery Strategy.

It was agreed that NatureSpot be advertised in Carlton News and the position be reviewed after one year.

It was resolved that a subscription of £25 be made to NatureSpot 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.

13. Planning matters

a) Planning applications and appeals submitted

There were none.

b) Comments submitted under delegated powers

25/01230/OUT Outline planning permission for the erection of a single self-build dwelling (all matters reserved except access). Land south of Main St. PC objected grounds that (i) application site is outside the defined settlement boundary contrary to Policy DM 4 of the Local Plan; (ii) the adverse impacts of the proposal would outweigh the benefits, contrary to Policy DM1 of the Local Plan and the NPPF; (iii) application site is not only outside the settlement boundary, but separated from it by a parcel of land including the Leicestershire Round public footpath and a farm access track to the east, and a road to the north; (iv) the erection of a dwelling on this site would have an unacceptable enclosing effect on Carlton Green; (v) the proposed development is not well related to the existing built form of the settlement; (vi) Carlton is defined as a Rural Hamlet in the Local Plan, and as such is by definition a place where new development is not considered to be sustainable; (vii) there is no need to extend the settlement boundary of Carlton because redevelopment has been taking place within

the settlement for many years, and there are currently vacant sites within the settlement boundary; (viii) this proposal does not meet the current local housing need in Carlton; (ix) built development in this location would not conform to the character of the Barton Village Farmlands Landscape Character Area; (x) The Carlton Parish Plan 2021 presents strong evidence that local residents value the small size of the village and have strong objections to new housing which does not meet local needs.

c) Planning applications and appeals determined

25/01127/FUL Change of use to community open space. Land west of Barton Road. Permission refused.

25/01130/PIP Permission in principle for the erection of 9 dwellings. Land west of Barton Road. Permission refused.

d) Planning enforcement matters

Two large and unsightly containers had been placed in the front garden of 60 Main St on 24 December (p.2005/6d refers). **It was resolved** that this be reported to H&BBC Planning Enforcement.

14. Clerk's salary and expenses

The Clerk's payslip would not be available before 17 March, so the amount of PAYE was not known. A direct debit instruction had been set up with HMRC. In the current financial year the Clerk had been paid £2890.10, so a total of £509.90 was due. **It was resolved** that the Clerk be paid by cheque once the amount of PAYE taken by HMRC was known.

The Clerk presented his record of costs for examination, and **it was resolved** that costs of £345.36 be reimbursed, comprising £75 contribution towards broadband subscription, £234.60 costs, and £35.76 VAT.

15. Next meeting

It was resolved that the Annual Parish meeting be held at 7pm on Wednesday 13 May 2026 in Saint Andrew's Community Hub, Main Street, Carlton, to be followed by the Annual Meeting of Carlton Parish Council.

The meeting closed at 20:20 hrs.

Signed _____

Date _____

Abbreviations used in these minutes

AGAR	Annual Governance & Accountability Return	CDJO	Carlton Diamond Jubilee Orchard
CGG	Carlton Gardening Group	CPRE	Council for the Preservation of Rural England
H&BBC	Hinckley & Bosworth Borough Council	KCTG	Keep Carlton Tidy Group
LCC	Leicestershire County Council	LRALC	Leicestershire and Rutland Association of Local Councils
MHCLG	Ministry of Housing, Communities and Local Government	NCHA	Nottingham Community Housing Association
NLG	Northfields Liaison Group	NPPF	National Planning Policy Framework
PC	Parish Council	PCC	Parochial Church Council
P&CC	Police & Crime Commissioner	SID	Speed Indicator Device