

# CARLTON PARISH COUNCIL

Minutes of a meeting held at Saint Andrew's Community Hub, Main Street,  
Carlton at 19:30 hrs on Wednesday 9<sup>th</sup> November 2022

**Present:** S G Tupling (Chairman), J H Boston, S J Cooper, I Sarson, M A Vann (Councillors), M Cook (Borough Councillor), 3 members of the public, 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 28<sup>th</sup> September 2022

**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

The Chairman reported that Robin Arnold had replaced Bill Sharp as Chairman of the FoSACC, and **thanked** Bill for his long service to the community in this role.

Cllr Sarson reported that the bird spikes over the swings in the TPA had been vandalised, leaving sharp plastic spikes in the playpark under the swings. **It was resolved** that the rigid spikes be replaced with flexible spikes.

Cllr Cooper reported that horses had been ridden through the CDJO on the day of the meeting and had damaged the path. **It was resolved** that the path be reinstated and that temporary *No Horses* notices be put up at each entrance.

### b) Leicestershire County Council

Cllr B Harrison-Rushton had forwarded publicity material from LCC.

### c) Hinckley & Bosworth Borough Council

Cllr M Cook **was thanked** for a written report on local issues and H&BBC business.

### d) Carlton Neighbourhood Watch Group

Ms R Yule reported that in July and August there had been 3 violence and/or sexual offences; 2 other theft; 1 vehicle crime, 2 public order offences; 1 burglary; and 1 other crime. There had been no reported crime in September.

**e) Parish Clerk**

**Community Speedwatch** – an article in the November issue of Carlton News had invited residents concerned about speeding traffic to form a Community Speedwatch group. No responses had been received to date (p.1878/10b refers).

**Nailstone Rd** – a damaged inspection chamber cover in grass verge at Harry's Grave had been reported to LCC Highways on 25/10 and scheduled for repair.

**Bosworth Rd** – LCC Highways had been reminded that street lighting column 3 had still not been replaced (p.1870/3e refers); electricity cables above lamp had required sheathing and column and lamp had now been scheduled for reinstatement.

**Carlton Green West** – culvert between inspection chamber and outfall at Congerstone Lane blocked by silt and backed up to gullies in road. Could not be cleared using hand equipment. Reported to LCC Highways 25/10 and scheduled for investigation.

**Sewers** – Severn-Trent plc had advised that sensors were to be fitted to inspection chambers to give advance warning of blockages because of recent problems.

**Information kiosk** – pane of glass was broken by a ball bearing during night of 25-26/10. The window of a car parked nearby was broken during the same night. The damage was reported to the Police; crime number 22000625587. Spare parts had been received and would be fitted soon.

**Toddlers Play Area** – the annual independent inspection report had been received two days before the meeting. There were no urgent matters requiring attention and **it was resolved** that the report be considered at the next meeting.

**H&BBC Parishes Forum** – **it was resolved** that the PC be represented by the Clerk at a meeting at Thornton on 1/12.

**Dr Luke Evans MP** – **it was resolved** that the PC be represented by the Chairman and Clerk at a meeting of PC representatives at Norton juxta Twycross at 7pm on 24/11.

**East Midlands Airport** – **it was noted** that Stage 2 of the Airspace Modernisation Programme was in progress and that Stage 3 would be subject to a full public consultation.

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**

It was reported that (i) a large drone fitted with a camera had flown across the middle of Main St at low altitude; and (ii) the hump in Bosworth Rd where the water main had been repaired was rising. **It was resolved** that Severn-Trent be advised of the latter observation.

**4. Ban on the giving of live animals as prizes**

In response to concerns about the number of cases reported to the RSPCA each year about the giving of pets as prizes at fairgrounds and similar venues, **it was resolved** that the giving of live animals as prizes, in any form, be banned on Carlton Parish Council land.

**5. Grounds maintenance contract 2023-2025**

Fixed price quotations had been invited from 15 local contractors. The following quotations had been received:

	£.p	excluding VAT
Climbatize Ltd	5785.00	
Burnt Oak Developments	5520.00	
Bosworth Groundcare & Maintenance	4260.00	
David Sansom	2289.59	

**It was resolved** that the quotation submitted by David Sansom be accepted.

## **6. Replacement of the lamp over the church gate**

Two local blacksmiths had expressed an interest in fabricating a replacement lamp; one had prepared a modified design which had been circulated before the meeting and **was approved**.

Two quotations had been received:	£.p excluding VAT
Ed Robinson (including painting, solar panel & glazing)	300.00
B&J Blacksmiths Ltd (including painting, excluding glazing)	300.00

**It was resolved** that the quote from Ed Robinson be accepted and that application be made for a grant from the P&CIF 2023.

## **7. Christmas illuminations in the churchyard**

The site had been measured up, the PCC had been consulted, a risk assessment had been carried out; and draft proposals had been considered and agreed at a site meeting on 26<sup>th</sup> October (p.1877/7 refers).

**It was resolved** that (i) one English yew tree (T5 on plan) nearest to the church door on the eastern side of the path would be decorated with the baubles and lights previously used for the Christmas tree on the Green, to serve as a focus for the illuminations; (ii) the two adjoining trees (T6, T7) would be illuminated by a 40m string of static warm white LED lights; (iii) the 4 trees on the western side of the church tower and path (T1-4) would be illuminated by a 70m string of static warm white LED lights.

**It was noted** that this installation would require the use of 3 x 13a sockets in the church, and the purchase of 3 timer switches, 2 x 20m supply cables, and 2 strings of fairy lights.

40m lighting strings of comparable professional quality were available from Xmasdirect (£147.99); Christmastimeuk (£256.00); and Festive-lights (£319.92); prices quoted include VAT, exclude delivery.

**It was resolved** that (i) the budget for this project be increased from £360.00 to £410.00 excluding VAT (p.1855/5 refers); that the required 40m and 70m lighting strings and 2x20m extension cables be purchased from Xmasdirect at a cost of £459.92 including delivery & £76.67 VAT; (ii) that 3 timer switches be purchased from Amazon at a cost of £23.85 (including delivery & VAT); (iii) that these costs be refunded to the Clerk and shown separately in the accounts; and (iv) a working party be organised to install the lighting and decorations on 30<sup>th</sup> November.

## **8. Report 2022-17: Quarterly Report on traffic and speed monitoring**

**It was resolved** that Report 2022-17 be approved. **It was noted** that Cllr Sarson and the Clerk had not been able to identify any pattern in the incidence of speeding over 60 mph.

Concerns were expressed about a perceived increase in the volume of traffic through the village. **It was resolved** that a report be prepared on the number of vehicles recorded.

## **9. Report on the accessibility of local bridleways**

Local horse riders had reported that it was difficult to pass along some bridleways in the area because of overhanging vegetation and gates that could not be opened without dismounting. There were not many bridleways, and one difficult gate could make a whole bridleway unattractive. The following problems had been identified:

Ambion Lane – Battlefield Centre: gates do not have high handles and cannot be reached from horseback;

Barton in the Beans – Shackerstone: gates in middle do not have high handles and cannot be opened without dismounting;  
 Newton Burgoland – Derby Lane: deeply rutted, status of southern section uncertain;  
 Mkt Bosworth – Sutton Cheney gated road: gate at Mkt Bosworth end does not now have a high handle and cannot be opened without dismounting.

**It was resolved** that these complaints be checked, and that a report identifying each problem gate be submitted to LCC Highways.

#### **10. Duties of the Clerk and arrangements in case of illness**

The Internal Auditor had noted that the most serious risk facing the PC would be the serious illness or death of the Clerk. The Clerk had circulated a list of his statutory duties and other voluntary activities on behalf of the PC.

**It was resolved** that (i) a reciprocal agreement be sought with a neighbouring PC to allow their Clerk to act as a temporary replacement until a permanent appointment could be made and vice versa; and (ii) the Clerk prepare a list of contact persons, instructions and computer passwords to ensure that Councillors and any replacement Clerk could access all PC documentation, including digital files and the PC website, in the event of serious illness or death.

#### **11. Financial matters**

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

The Clerk presented his record of costs for examination, and **it was resolved** that costs of £243.59 be reimbursed, comprising £40 contribution towards broadband subscription, £181.16 costs, and £22.43 VAT.

##### **b) Report 2022-18: Quarterly financial statement**

The monthly current account statements had been checked and signed as required (p.1515/9c refers), and the reconciliation was checked against the relevant statements for all bank accounts. **It was resolved** that Report 2022-18 be approved.

##### **c) Banking charges**

Banking charges had been introduced by HSBC in November 2021; an estimated annual cost of £130 had been included in the budget (Report 2022-04); and it had been resolved that this matter be kept under review (p.1844/9d refers). **It was noted** that the total charges levied in the 12 months November 2021 to October 2022 were £134.00.

##### **d) Report 2022-19: Preliminary financial estimates for 2022-23**

Report 2022-19 had been copied to Councillors before the meeting and the figures and options in it were discussed. Cllr Sarson noted that the playbark in the TPA was still low, even though 12m<sup>3</sup> had been added in the spring (p.1870/3e refers). **It was resolved** that funds for an additional top-up of 12m<sup>3</sup> be included in the budget, and that application be made for a P&CIF grant towards the cost.

The financial decisions made at the meeting **were noted** and **it was resolved** that Report 2022-19 be updated for consideration at the next (Finance) meeting.

**12. Planning matters****a) Planning applications and appeals submitted**

**22/00675/OUT Outline application for partial demolition and erection of replacement dwelling (access and scale only).** The New House, 39 Main St. **It was resolved** that the PC express concern that the proposed development would have an unacceptable enclosing and overbearing effect on the rear of the neighbouring property.

**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).

**22/00968/FUL Proposed single storey storage building.** Rear of 36 Main Street. PC objected on grounds that (i) building will be outside the settlement boundary and will extend the encroachment of built development into the open countryside and will therefore be contrary to Local Plan Policy DM4; (ii) proposed building is unnecessary, as permission has previously been granted for an agricultural building to store two tractors, sawing equipment, grass cutter and hydraulic carrier (14/00662/FUL); (iii) by virtue of its size and location the proposed building will have an unacceptable impact on the character of the countryside and its enjoyment by users of public footpath S69.

**c) Planning applications and appeals determined**

**21/00050/FUL Construction of a new café with associated parking.** Bosworth Marina, Carlton Road, Market Bosworth. Permission refused.

**d) Enforcement matters**

There were none.

**13. Future meetings**

**It was resolved** that the next (Finance) meeting be held at 19:30 hrs on Wednesday 11<sup>th</sup> January 2023 in Saint Andrew's Community Hub, Main Street, Carlton.

**It was resolved** that meetings in 2023 be held on the following dates: 8<sup>th</sup> March; 10<sup>th</sup> May (Annual Meeting); 12<sup>th</sup> July; 13<sup>th</sup> September; 8<sup>th</sup> November; 10<sup>th</sup> January 2024.

**It was noted** that the date of local council elections might be changed because of the Coronation of King Charles III, in which case the date of the Annual Meeting would have to be changed.

The meeting closed at 21:05 hrs.

Signed \_\_\_\_\_

Date \_\_\_\_\_

**Abbreviations used in these minutes**

CDJO Carlton Diamond Jubilee Orchard  
H&BBC Hinckley & Bosworth Borough Council  
PC Parish Council

FoSACC Friends of Saint Andrew's Church Carlton  
LCC Leicestershire County Council  
TPA Toddlers Play Area